BETHLEHEM TOWNSHIP BOARD OF EDUCATION
280 ASBURY-WEST PORTAL ROAD
ASBURY, NEW JERSEY 08802
908-479-6336

REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 17, 2025 at 7:00 p.m.
Ethel Hoppock Middle School - Library/STEAM Room

I. CALL TO ORDER - President MacDonnell called the meeting to order at 6:33 p.m.

II. PUBLIC MEETING NOTICE

In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting was provided by sending notice to: The Hunterdon County Democrat, Bethlehem Township Clerk, email sent to school community and township residents, by posting on the bulletin boards in the Ethel Hoppock Middle School and Thomas B. Conley Schools and by posting notice on the Board of Education website at http://btschools.org/

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Board Members Present: Mr. Greg Glazar, Mr. Thomas Gregor, Mr. Michael Hale, Ms. Jennifer Seibert, Ms. Stephanie Yager and Mr. Daniel MacDonnell

Board Members Absent: Mr. Christopher Sensor

District Administrators Present: Edward Abato - CSA and Kirby Hendershot - SBA/BS

V. EXECUTIVE SESSION #1 - 6:30 p.m.

Motion by Mr. Gregor, seconded by Mr. Glazar to enter closed session at 6:34 p.m. On a voice vote, all present were in favor.

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for open public meetings; and

WHEREAS, the Board of Education wishes to discuss matters that fall within one or more of the statutory exceptions to open public meetings;

NOW BE IT RESOLVED that, pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board shall adjourn from public session and enter into executive session for approximately 25 minutes to discuss the following: Personnel and legal matters.

BE IT FURTHER RESOLVED that the Board of Education will take action upon its return to public session; and

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be.

Motion by Mr. Gregor, seconded by Mr. Hale to return to the public session at 6:56 p.m.

Bethlehem Township School District
2025 - 2026 District Goals

District Goal #1: Evaluation & Adoption of New Programs

Objective:
By June 2026, the district will evaluate and adopt new science and social studies programs that align with state standards, promote inquiry-based learning, and support the needs of all students K-8.

District Goal #2: Facilities Planning and Safety Improvements

Objective:
During the 2025–2026 school year, the district will prepare a prioritized list of facility projects for both Ethel Hoppock Middle School and Thomas B. Conley Elementary School to guide long-term budgeting and planning, while completing critical safety upgrades this year.

District Goal #3: Implement and Enhance the RTI Framework (Phase III) to Support Student Achievement

Objective: To continue with the integration & enhancements of the Response to Intervention (RTI) framework within the Bethlehem Township School District during the 2025-2026 school year. This will include the adoption and implementation of new intervention programs aligned to our core programs used in each grade level, formalized tier 2 & tier 3 interventions, modifications to action plans based on new programs, continued use of diagnostic and screening assessments.

District Goal #4: Comprehensive Curriculum Rewriting for K-8 art, music and physical education

Objective: To develop and implement a rigorous, standards-aligned K-8 curriculum in art, music, and physical education that fosters critical thinking, problem-solving, and interdisciplinary connections, ensuring our students are prepared for a rapidly evolving global society.

VI. CORRESPONDENCE: NONE

VII. PUBLIC COMMENTS - Agenda Items Only
Public participation at board meetings is intended to allow individual members of the public to address the Board of Education on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a "cross examination" between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

- Pursuant to Board Policy #0167:
    - all statements from the public must be directed to the President or other presiding officer; no participant may address or question board members individually.
    - members of the public who wish to make a statement during the Public Comments portion of the meeting may speak for no more than three (3) minutes.
    - members of the public must identify themselves prior to speaking. Please state your name and address and group affiliation, if appropriate.

Motion by Ms. Yager to open public comments, seconded by Hale. On a voice vote, all were in favor.

No public comments

Motion by Mr. Hale seconded by Mr. Gregor to close public comment. On a voice vote, all were in favor.

VIII. MINUTES - M1

A. BE IT RESOLVED that the minutes of the Board of Education meetings, held on the date(s) indicated, be approved and filed.
November 19, 2025 Regular Meeting Minutes
November 19, 2025 Executive Session Meeting Minutes

Ms. Seibert had questions/comments regarding policy minutes from the last meeting. Ms. Yager clarified.

Motion by Mr. Gregor, seconded by Mr. Glazar to approve Minutes item A. On a roll call vote, the minutes were approved as follows: 4-0-2(aye Glazar, Gregor, Yager, MacDonnell. Abstain Hale, Seibert)

IX. SCHOOL BOARD PRESIDENT REPORT

Mr. MacDonnell wished the Board a Happy and Healthy Holiday and New Year. Mr. MacDonnell thanked Mr. Hale for his years of service.

X. SUPERINTENDENT REPORT

- **Congratulations to the Recipients of the 2025-2026 Governor's Teacher of Year Award:**
  Thomas B.Conley School Teacher of Year - Ms. Jenifer Swenson
  Thomas B. Conley School Educator's Services Professional - Mrs. Stacey Michalski
  Ethel Hoppock Middle School Teacher of the Year - Mr. Michael Wilpiszeski
- **Certificate of Appreciation to Board Members**

A special thank you to Mr. Michael Hale and Mr. Christopher Sensor for serving as members of the Board of Education. Mr. Hale also served as Board Vice-President during his term. We appreciate their dedication to the children in our district and our entire school community as they finish their board member terms this month.

- Mr. Abato reminded the Board that QSAC is coming up on January 14, 2026, he also updated the Board on new hires, gave kudos to the Winter Concerts and explained the program Bethlehem has set up to now collect fees for tuition, camp, etc. online.

A. Harassment, Intimidation and Bullying (HIB) Report

BE IT RESOLVED, that the Bethlehem Township Board of Education reviewed the Harassment, Intimidation, and Bullying case presented on November 19, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Date of Incident	Report #	Classified HIB Y/N	Additional Action Taken
Conley	10/28/2025	1	Y	Restorative practices and Code of Conduct was enforced
Hoppock	09/23/2025	1	N	Transfer to Code of Conduct

Motion by Mr. Hale seconded by Mr. Glazar, to approve the Superintendent's HIB report. On a roll call vote, the HIB report was approved as follows:5-0-1 (aye Glazar, Gregor, Hale,Yager, MacDonnell; Abstain Seibert)

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT
NOVEMBER 4, 2025 CERTIFIED ELECTION RESULTS

The following candidates were elected to the Board of Education commencing at the Board Reorganization Meeting in January 2026:

Three-Year Term	One-Year Unexpired Term
Thomas Gregor	Yasmina Ben Bouchta
Erin Roop	

Ms. Hendershot congratulated the newly elected Board Members and thanked Mr. Hale and Mr. Sensor for their service. Ms. Hendershot also reminded the Board that the Security Vestibules and the Roof project both went out to bid.

XII. FINANCE

Committee Members: Thomas Gregor, Jennifer Seibert and Chris Sensor

A. Approval of Bills List - *(Attachment Bills List)*

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period November 20, 2025 through December 17, 2025 for a total amount of $961,465.09 which included two payrolls:

November 26, 2025	$254,023.91

December 15, 2025	$251,621.21

B. Acceptance and Approval of Board Secretary's Report for the month of November 2025 *(Attachment November Board Secretary Report and November Cash Reconciler Report)*

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for November 2025, and after review of the Board Secretary's and November 2025 Cash Reconciler's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A – 16.10 (c)4 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A:23A-16.10 (a).

C. Approve Line Item Transfers for the month of November *(Attachment November Transfers)*
BE IT RESOLVED that the Board approve the line item transfers for November 1, 2025 through November 30, 2025 in the amount of $4,183.15

D. Approval of Class Trips for the 2025-2026 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following class trips:

Date(s)	Grades	Where	Bus provided by/cost
January 2026	8th Grades	North Hunterdon High School Orientation	Del Val Transportation - One bus-$300.00
May 2026	8th Grades	Dorney Park, Allentown, PA	Del Val Transportation - One bus - $795.00

E. Acceptance of the Phone Free Schools Grant
BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept funds from the New Jersey Phone Free Schools Grant Program in the amount of $1,000.00.

The finance committee did not meet. Ms. Seibert had a question about the Bills List. Ms. Hendershot answered. Motion by Mr. Hale, seconded by Mr. Gregor to approve Finance items A-E. On a roll call vote, items A-E were approved as follows 6-0-0 (aye Glazar, Gregor, Hale, Seibert, Yager, MacDonnell)

XIII. PERSONNEL

Committee Members: Thomas Gregor, Jennifer Seibert and Chris Sensor

A. Approval of Stipend Advisors for the 2025-2026 School Year
BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve the following stipend Advisors for the 2025-2026 School Year:

Staff Member(s)	Stipend Activity	Amount
Rachel Lazier	Mass Media (Longhorn Lowdown)	$1,000.00
Sophia Schwarzmann	E-Sports/Gaming Club Advisor	$1,000.00
Thomas Brotzman	Summer Camp Manager	$3,675.00
ADDENDUM Denise Rivers	Conley School - Drama Stage Manager	$1,000.00

B. Approval of BTPTA After School Club for the 2025-2026 School Year

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve the following BTPTA After School Club for Hoppock for the 2025-2026 School Year:

Hoppock School BTPTA After School Club
Crochet Club

C. Acceptance of Letter of Resignation

BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the resignation of the following staff member:

Name	Effective Date
Katelyn Crelin	February 1, 2026

D. Approve Contract for 2025-2026 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve a contract for the following individual pro-rated for the 2025-2026 school year as per the agreement between the Bethlehem Township Board of Education and the Bethlehem Township Education Association (BTEA) subject to further investigation pursuant to law.

Name	Level	Step	Salary	Position	Start Date
Hope Dell	BA+15	4	$61,109 (pro-rated)	Conley School Teacher	On or about 01/05/2026

E. ADDENDUM Approval of Special Education Long Term Substitute Teacher

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the employment of the following individual for the position of Special Education Long Term Substitute Teacher (subject to further investigation

pursuant to law).

Name	Salary	Position	Start Date
Mary McGivney	Four days per week (Monday through Thursday) for the months of January and February 2026 at the substitute rate of $120 per day. On March 1, 2026 Mary will be Full Time (M-F) at a salary of $62,909 (pro-rated).	Special Education Long Term Substitute Teacher	On or about January 5, 2026

F. ADDENDUM Approval of Curriculum Writer for the 2025-2026 School Year

BE RESOLVED that the Board upon recommendation of the Superintendent, approve Olivia Williams as a Curriculum Writer in the area of Art for the 2025-2026 School year at $45.00 per hour.

G. ADDENDUM Approval of Student Volunteer for the 2025-2026 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve Ali Adase, as a student volunteer for the Hoppock Middle School Drama Club for the 2025-2026 School Year.

The Personnel committee did not meet. Motion by Mr. Gregor, seconded by Mr. Hale to approve Personnel items A-G. On a roll call vote, items A-G were approved as follows 6-0-0 (aye Glazar, Gregor, Hale, Seibert, Yager, MacDonnell)

XIV. SCHOOL OPERATIONS

Committee Members: Michael Hale, Daniel MacDonnell and Greg Glazar

A. Approval of Facilities Usage

Date(s)	Event	Facility	Group
Jan. 6, 12, 20, 26, Feb. 3, 10, 24, Mar. 2, 9 and 16, 2025	Crochet Club	Hoppock Classroom - 2:30 - 4:00 p.m.	6th-8th grade students

B. Acceptance of Fire and Security Drill Reports for the month of November 2025

BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the Fire, Security and Bus Evacuations Drills for the month of November for the Thomas B. Conley School and Ethel Hoppock Middle School:

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL
November 2025	TBC	11/24/2025	11/25/2025

November 2025	EHMS	11/24/2025	11/25/2025

The School Operations committee met on December 11. Mr. Hale gave the report. Motion by Ms. Yager seconded by Mr. Glazar to approve School Operations items A-B. On a roll call vote, items A-B were approved as follows 6-0-0 (aye Glazar, Gregor, Hale, Seibert, Yager, MacDonnell)

XV. EDUCATION & POLICY

Committee Members: Stephanie Yager, Tom Gregor, and Chris Sensor

A. Approval of the Second Reading of the following policies/regulations:
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the second reading of the following policies/regulations:

- ~~Policy #2530-Resource Material~~ TABLE
- ~~Regulation #2530-Resource Material~~ TABLE
- ~~Policy #2535 (M) - Library Material~~ TABLE
- ~~Regulation #2535 (M) - Library Material~~ TABLE
- Policy #9130 - Public Complaint
- Regulation #9130 - Public Complaints
- Policy #5516 - Use of Electronic Communication Devices
- Regulation #5516 - Use of Electronic Communication Devices

The Education and Policy committee did not meet. Policy and Regulation #2530 and Regulation and Policy #2535 were tabled. They were not clarified or discussed enough to approve. Ms. Yager suggested clarifying before they are approved so there is no argument in the future. Ms. Seibert requested a red line document of all policies that are discussed to be able to track changes. Motion by Mr. Hale, seconded by Ms. Yager to approve Education and Policy item A. On a roll call vote, item A was approved as follows 6-0-0 (aye Glazar, Gregor, Hale, Seibert, Yager, MacDonnell)

XVI. OLD BUSINESS

NONE

XVII. NEW BUSINESS

The Board discussed applying for the January PreK expansion aide. The discussion concluded with not applying for the aide as the majority of the Board felt that the District is not in the position to undertake expanding PreK.

XVIII. PUBLIC COMMENTS

Motion by Mr. Hale, seconded by Mr. Glazar to open public comment. On a voice vote, all were in favor.

- **Kerri O'Connor addressed concerns for not applying for the preK aide. She urged the Board to apply.**
- **Jessica Vasquez offered to donate resources to the crochet club.**

Motion by Mr. Hale, seconded by Mr. Gregor to close public comment. On a voice vote all were in favor.

XIX. EXECUTIVE SESSION

No second Executive Session needed

XX. GOOD OF THE ORDER

XXI. NOTEWORTHY DATES:

1. January 5, 2026 with a snow date of January 6, 2026 - Reorganization Meeting - EHMS Library/STEAM RM. - Public meeting begins at 7:00 p.m.

XXII. ADJOURNMENT

Motion to adjourn by Mr. Hale, seconded by Ms. Seibert. On a voice vote, all were in favor. Meeting adjourned at 8:37 p.m.

Respectfully Submitted,

Kirby Hendershot
School Business Administrator/Board Secretary
Approved on 1/21/26