

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



REGULAR MEETING MINUTES

March 24, 2021

(Held virtually due to state of emergency from coronavirus)

For the Regular Meeting of the
Bethlehem Township Board of Education being held by video conference call and video conference on
March 24, 2021 at 6:30 p.m.

I. CALL TO ORDER – President Roosen called the meeting to order at 6:32 p.m.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC MEETING NOTICE

In compliance with the New Jersey Open Public Meetings Act, adequate notice of this meeting was provided by sending notice by email to The Hunterdon County Democrat and the Bethlehem Township Clerk, 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/>

You are invited to a Zoom webinar.

When: Mar 24, 2021 06:30 PM Eastern Time (US and Canada)

Topic: Regular Virtual Board Meeting

Pre-Register in advance for this webinar:

https://btschools-org.zoom.us/webinar/register/WN_p5Y78c05SBC9yU34bMntgg

After registering, you will receive a confirmation email containing information about joining the webinar.

IV. ROLL CALL

<i>Mr. Gregory Glazar</i>	<i>Absent</i>	<i>Mr. Travis Roop</i>	<i>Present</i>	<i>Dr. Gregory C. Farley, CSA</i>	<i>Present</i>
<i>Mr. Kyle Harris</i>	<i>Present</i>	<i>Mrs. Debra D. Roosen</i>	<i>Present</i>	<i>Mrs. Beverly Vlietstra, SBA/BS</i>	<i>Present</i>
<i>Mr. John Logar</i>	<i>7:40 Present</i>	<i>Dr. Alyce Hunter</i>	<i>Present</i>	<i>Ms. Teresa Moore, Attorney</i>	<i>Present</i>
<i>Mr. Ryan Caughey</i>	<i>Present</i>				

V. PUBLIC COMMENTS

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.
- Since this meeting is being held by video conference due to the coronavirus pandemic, if the public wishes to attend, they may do so in these ways:
 - by pre-registering via the link provided on the District website or through the School Messenger email to the educational community, or the link and meeting information immediately before the start or by phone using the numbers provided. **Note:** you must “raise your hand” to speak during the Public Session. To raise your hand, (1) on your computer, click the "Raise Hand" button; once it is your turn and you are given access to speak, click 'unmute' or (2) by phone, on your keypad hit *9; once it is your turn and you are given access to speak, hit *6 to unmute.
 - by sending an email to Mrs. Debra D. Roosen, Board President, at droosen@btschools.org prior to 3:00 p.m. on the day of the meeting. In the subject line, please write “public comment” if you wish for your email to be read verbatim during the public comments section of the meeting. The Board will not read comments that identify students in order to protect students’ privacy.
- Mrs. Reff, parent, wished Dr. Farley the best and thanked him, the Board and all the teachers for everyone’s positive disposition. Opposes extending the school day & please consider all unknowns before returning to a full day.
- Mrs. Fol, parent, commented on the Board considering an extended day for the older kids if not considering going back full time.

VI. CORRESPONDENCE

- Letter received from the Hunterdon County Office of Education for Waiver for SEMI (Special Education Medicaid Initiative) Approval for the 2021-2022 School Year. - Att #1
- President Roosen received a ‘Thank You Board’ interview letter from Mr. Piperata.

VII. MINUTES - M1

MOTION by Mr. Roop, seconded by Mr. Harris to approve the minutes of the following meetings as submitted.
BE IT RESOLVED that the minutes of the Board of Education meeting, held on the date indicated as transcribed, be approved and filed.

December 15, 2020 - Regular Meeting Minutes - Tabled December 15, 2020 - Executive Session Meeting Minutes

President Roosen requested the December 15, 2020 Regular Meeting Minutes be tabled until the Mrs. Vlietstra can confirm whether Camden County Educational Services Commission was approved.

MOTION by Mr. Harris, seconded by Mrs. Roosen to table December 15, 2020 - Regular Meeting Minutes.

On a roll call vote, all present were in favor. Motion carried.

VIII. CHIEF SCHOOL ADMINISTRATOR REPORT

- **Introduction of Student Council President/Representative** Ryan Kapp announced the upcoming Free Summer Camps running for 2 weeks from June 14-18 & June 21-25 with a capacity of 10-25 students:
 - Kinder Camp ages 4-5 morning and afternoon
 - Happy Times ages 5-9 full day
 - Everyday Fun ages 6-11 morning

- Camp Longhorn ages 8-14 full day
 - Basketball Camp ages 8-14 full day
 - Nature Art ages 10-12 morning
 - Adventure Camp ages 10-14 full day
 - The Play's The Thing ages 10-14 morning
 - Dungeons and Dragons Camp ages 12-14 afternoon
 - Learning to Argue to Learn ages 12-14 afternoon
- **A note of gratitude** message from Dr. Farley on his last CSA report thanking the BOE, the community, the hard working staff for their loyalty to the students and families during the pandemic and the current and former students for overcoming obstacles and achieving their potential.
 - **18 teachers/staff members getting vaccinated** – Big thank you to our hard working nurses & Dr. Jeff Moore for facilitating scheduling our employees.
 - Clarifying the reason for the fire trucks at Hoppock were to fill the sprinkler tanks with water.

IX. SCHOOL BOARD PRESIDENT REPORT

- Reminder to the Board about completing the evaluation process due next month and for the Board self-evaluation on assessing skills for the 2020-21 BOE goals.
- President Roosen and the Board wish to thank Dr. Farley for his last five years of dedication to the students and school community. He will always be remembered for his enthusiasm for social and emotional learning and how it prepared our students for the current health crisis and he will be missed.

X. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- 2021-22 School Budget and supporting documents have been submitted to the county.
- Chapter 44 report also submitted to the county.
- Personal & Financial disclosure form for new members due by March 28 and returning members by April 30, 2021.

XI. FINANCE

MOTION by Mr. Roop, seconded by Mr. Harris to approve letters A-H.

A. Approval of Bills List - Att #2

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the Interim School Business Administrator for the period February 25, 2021 through March 24, 2021 for a total amount of \$983,326.07, which includes two payrolls: February 26, 2021 and March 15, 2021.

B. Acceptance and Approval of Board Secretary's Report for the month of February 2021 - Att #3

BE IT RESOLVED that upon review of the Board Secretary's Report for the month of February 2021 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

C. Acceptance and Approval of Treasurer's Report for the month of February 2021 - Att #4

BE IT RESOLVED that upon review of the Treasurer's Report for the month of February 2021 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC

6A:23A-16:10(a).

The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Beverly Vlietstra, Interim Board Secretary

Date

D. Approval of Payment for Stipend for Vehicle Allowance

BE IT RESOLVED that the Board approve Dr. Farley’s vehicle stipend allowance as per his employment contract at \$120.00 per month (pro-rated) for a total amount of \$1,080.00 (9 months).

E. Approval of Payment for Earned but Unused Vacation Days

BE IT RESOLVED that the Board approve a pro-rated payment for earned but unused vacation days for Dr. Farley, as per his employment contract, in the total amount of \$6,177.31.

F. Approval to Appoint a Fund Commissioner and Alternate

BE IT RESOLVED that Beverly Vlietstra be approved and is hereby appointed as Fund Commissioner to the Schools Health Insurance Fund to represent Bethlehem Township School District effective March 24, 2021 and

BE IT FURTHER RESOLVED that Amy Bundt be appointed as Alternate Fund Commissioner to the Schools Health Insurance Fund effective March 24, 2021.

G. Approval of Board, staff workshop attendance and travel expenditures

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, make the findings and approve attendance and travel for the following workshops/meetings.

- that travel is directly related to and within the scope of the employee or Board member’s duties or responsibilities; and for employees, the school district’s professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Date(s)	Admin./Staff Member	Where	Cost	Substitute Needed
March 23, 2021 - 1 day	Principal Jane Smith Kam Jeter & Rebecca Billera, School Counselors	Legal One Virtual Workshop - Evolving Legal Standards for LGBTQ Students	Regis. \$100.00 each	No

H. Approval of Virtual Class Trip - Att #5

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the following virtual class trip:

Spring 2021

Third Grade Students - Week of April 19 - 23, 2021 - In classrooms, virtually read “Charlotte’s Web”.

On a roll call vote, all present were in favor. Motion carried.

XII. BUILDING AND GROUNDS

Update on projects by Steve Douglas, District Facilities Manager

- Tanks have been drained and refilled.
- Contractor checked the metal roof at Conley, detected leaks and will submit an estimate.
- Conley’s rubber roof on the new wing demonstrated several repairs from an infra-red scan and a quote including a surface treatment will be submitted.
- Two 3,000-gallon sprinkler systems that had issues have been cleaned, refilled, approved by an inspection company and are in excellent condition. Thank you Steve! Report will be submitted.
- 56 air purifiers have been installed in both schools in all classrooms and offices and are working well.
- Permits have been applied to install the fire doors and frames at Hoppock. Quotes have been obtained and replacement will be performed during the summer break.
- Permits have been applied to remove the wet mist system at Hoppock in the old science room. System no longer works
- General and grounds equipment maintenance continue daily.

XIII. EDUCATION

MOTION by Mr. Harris, seconded by Mr. Roop to approve letters A, B, C. & E.

A. Acceptance of Fire and Security Drill Reports for the month of February 2021

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, accept the Fire and Security Drill Reports for the month of February 2021 for the Thomas B. Conley School and Ethel Hoppock Middle School:

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL
February 2021	EHMS	2/26/21	2/22/21
February 2021	TBC	2/1/21	2/22/21

B. Attendance Report - Students and Staff

District - All Staff Attendance -98.3%

Thomas B. Conley School - Students Attend.- 96.85% Ethel Hoppock Middle School - Students Attend.- 97.17%

Average Daily Attendance (ADA) - February -249.59% Average Daily Attendance (ADA) - February - 78.71%

Average Daily Enrollment (ADE) - February -257.71% Average Daily Enrollment (ADE) - February - 81.0%

C. Approval of Hunterdon County YMCA Program for 2021-2022 School Year - Att #6

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the YMCA School Age Before and After School Child Care Program for our district for the 2021-2022 School Year (No Before School Program in 2021-2022 School Year if enrollment is low.) The YMCA program will be held onsite at Conley School for children in grades K-8 who are enrolled in our school district.

E. Approval of 2021 Summer Academic Boost Program

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the 2021 Summer Academic Boost Program in June during the following dates and times:

Week 1 - June 14-18, 2021 and Week 2 - June 21-25, 2021

Language Arts in-person - (9am -11:30am) and (12pm - 2:30pm)

Math in-person in-person - (9am -11:30am) and (12pm - 2:30pm)

On a roll call vote, all present were in favor. Motion carries.

MOTION by Mr. Roop, seconded by Mr. Harris to approve letter D.

D. Approval of Health Related School Preparedness Committee recommendation to continue our shortened day schedule for the remainder of the 2020-2021 school year

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve to continue our shortened day schedule for the remainder of the 2020-2021 school year.

Dr. Farley directed the public to the school websites link outlining an overview of the health and safety reasons for the recommendation to the BOE by the 20-member Health Related School Preparedness Committee and Sub-Committee about keeping the shortened schedule in place in the best interest of our staff and students and the final recommendation was unanimous. Dr. Hunter and Mr. Roop are disappointed by the recommendation because it equals no recommendation since the request was to be given options. This committee will continue to meet weekly.

On a roll call vote, Mr. Caughey, Mrs. Roosen and Mr. Harris vote yes. Dr. Hunter and Mr. Roop vote no. Motion carries.

XIV. CURRICULUM/STUDENT ACTIVITIES

Camps being offered to students this year:

- Camp Happy Times
- Kinder Camp
- Adventure Camp
- Everyday Fun
- Nature Art
- Camp Longhorn
- Dungeons and Dragons Camp
- Learning to Argue to Learn Camp
- The Play's the Thing
- Basketball Camp

XV. POLICY

MOTION by Mr. Harris, seconded by Mr. Roop to approve letters A & B

A. Approval of First Reading of Policies - Att #7 - Policy Summary

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the First Reading of the following policies:

Policy #0145 - Board Member Resignation (M) - Revised

Policy #1643 - Family Leave (M) - New

Policy #2415 - Every Student Succeeds Act (M) - Revised

B. Approval to Abolish the following policies

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve to abolish

the following policies (as per recommendation of Strauss Esmay):

Policy 2415.01 - Academic Standards, Academic Assessments & Accountability (M) Abolished

Policy 3431.1 - Family Leave (M)

Policy 4421.1 - Family Leave (M)

Policy 3431.3 - NJ Family Leave Insurance Program

Policy 4431.3 - NJ Family Leave Insurance Program

Policy 7430 - School Safety

On a roll call vote, all present were in favor. Motion carries.

XVI. TECHNOLOGY AND COMMUNITY RELATIONS

- **Message out to the Community - Update from the Board Ad Hoc Committee** – Mr. Roop reported no update this week. Dr. Hunter accepted the appointment to the Ad Hoc Committee. President Roosen requested alternatives on the progress to reach out to the public.

XVII. EXECUTIVE SESSION

MOTION by Mr. Harris, seconded by Mr. Caughey for the Board to enter into closed Executive Session

On a voice vote, all present were in favor. The motion carried. The Board adjourned to closed at 7:27 p.m.

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;

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to Personnel, including recommendations for appointments; termination of employment; terms and conditions of employment; evaluation of the performance of, promotion, or discipline of board employees or prospective employees; changes in salary; changes in assignment; and leaves of absence.

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. Harris, seconded by Mr. Roop for the Board to reconvene public session.

On a voice vote, all present were in favor. The motion carried. The Board reconvened in open session at 7:59 p.m.

XVIII. PERSONNEL

MOTION by Mr. Harris, seconded by Mr. Roop to approve letters A-C

A. Approval of Stipend Advisors for the 2020-2021 School Year

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the advisors for the following stipend positions for the 2020-2021 School Year:

Edward Wyant - Cross County Coach - \$2,053.00

Ken Bobal - After School Recreation \$30/hour not to exceed \$630.00

Tom Brotzman - Basketball Club \$30/hour not to exceed \$630.00

Edward Grannis - Chess Club \$571.00

Edward Grannis - Farm and Aquarium Club \$30/hour not to exceed \$630.00

B. Approval of Camp Counselors for 2021 Summer Camp

BE IT RESOLVED, that the Board upon recommendation of the Chief School Administrator approve the following camp counselors - to be paid \$30.00 per hour:

Camp will run for Monday through Friday for two weeks, June 14 - 18, 2021 and June 21 - 25, 2021

- Annie Mergott - Camp Happy Times - Full Day - 2 weeks - Total hours - 60
- Janine Boganski - Kinder Camp - Morning and Afternoon Sessions - 2 weeks - Total hours - 60
- Kris Boganski - Adventure Camp - Full Day - 2 weeks - Total hours - 60
- Sarah Lampariello - Everyday Fun - Morning Session - 1 week - Total hours - 15
- Dawn Lanner - Nature Art - Morning Session - 1 week - Total hours - 15
- Ken Bobal - Camp Longhorn - Full Day - 2 weeks (Co-advisor with Mr. Pilato) - Total hours - 60
- Lou Pilato - Camp Longhorn - Full Day - 2 weeks (Co-advisor with Mr. Bobal) - Total hours - 60
- Dan Hathaway - Dungeons and Dragons Camp - Afternoon Session - 1 week - Total hours - 15
- Dan Hathaway - Learning to Argue to Learn Camp - Afternoon Session - 1 week - Total hours - 15
- Vanessa O'Keefe - The Play's the Thing - Morning Session - 2 weeks - Total hours - 30
- Kirk Hissner - Basketball Camp - Full Day - 2 weeks - Total hours - 60
- Justin Matisak - Basketball Camp - Full Day - 2 weeks - Total hours - 60

C. Approval of Summer Staff for Academic Boost

BE IT RESOLVED, that the Board upon recommendation of the Chief School Administrator approve the following list of staff for 2021 Summer Academic Boost:

- Daniel Hathaway - 2 weeks (6/14/21-6/25/21) in-person for Language Arts 9am-11:30am at \$45/hr. total of 25 hours (\$1,125.00)
- Sarah Lampariello - 1 week (6/14/21-6/18/21) in-person for Language Arts 12pm-2:30pm at \$45/hr. total of 12.5 hours (\$562.50)
- Dawn Lanner - 2 weeks (6/14/21-6/25/21) in-person for Math 9am-11:30am and 12pm-2:30pm total of 50 hours (\$2,250.00)
- Cynthia Arancio - School Nurse for Summer Program @\$45.00 for - 2 weeks (6/14/21-6/25/21) - Total hours - 60

On a roll call vote, all present were in favor. Motion carried.

MOTION to amend letter D made by Mr. Logar, seconded by Mr. Harris to approve letter D

D. Appoint Interim Superintendent/ Principal of Hoppock School

BE IT RESOLVED, that the Board hereby appoint, Rainie Roncoroni Interim Superintendent of Schools and Principal of Hoppock School for the period April 1, 2021 through June 30, 2022 at the per diem rate of \$600/day.
2020-2021 SY County Approval Letter 2021-2022 SY County Approval Letter

The Board and Administration unanimously approved Mr. Roncoroni.

On a roll call vote, all present were in favor. Motion carried.

XIX. PUBLIC COMMENTS

- Mrs. Fol, parent, commended on how disappointed she is with the status quo after 66% voted for longer instruction time. It was suggested Dr. Farley schedule an appointment with Mrs. Fol regarding the reasons.

- Mrs. Weiswasser, parent, School Preparedness Committee Member, all options and a lot of avenues were considered before recommending to keep the shortened schedule in place for the safety of the kids and staff.
- Mrs. Roncoroni, Interim CSA, thanked the Board for giving her the opportunity to join the Bethlehem Township School district and looks forward to meeting the students, staff and community member.
- Mrs. Santoro, parent, School Preparedness Committee Member wished Administration listened to the parents last year about the decision to keep 6th graders at Hoppock because the older children needed more instructional time, but the younger children would have had a harder time.
- Mr. Mrozek, parent, recommends the Board hold in-person meetings. Thanked the committee members who voted to get the schools to figure out a way of going back full time.
- Ms. Drew, parent, teacher, believes we are not out of the woods yet and feels it is unsafe for the children to return to a full day and eat lunch inside without a mask and thanked administration for making it easy to go from remote to in-person.

XX. REPORT FROM BOARD MEMBERS:

- Mr. Gregory Glazar - absent
- Mr. John Logar - None
- Mr. Travis Roop – Discussion on Hoppock next meeting
- Dr. Alyce Hunter – Discussion on what to do about Hoppock at next meeting
- Mr. Ryan Caughey - None
- Mr. Kyle Harris, Vice-President - None
- Mrs. Debra Roosen, President – Welcome Mrs. Roncoroni to start on April 1, 2021 and best wishes to Dr. Farley.

XXI. NOTEWORTHY DATES:

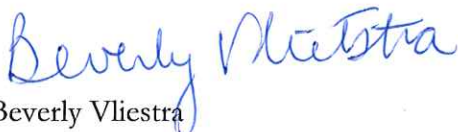
- A. April 2-9, 2021 - Spring Recess. Return to school on Monday, April 12, 2021
- B. April 14, 2021 - Virtual Board of Ed. Work Session Meeting - 6:30 p.m.
- C. April 28, 2021 - Virtual Regular and Proposed Budget Board of Ed. Meeting - 6:30 p.m.

XXII. ADJOURNMENT

MOTION TO ADJOURN by Mr. Roop, seconded by Mr. Harris.

On a voice vote, all present were in favor. The meeting adjourned at 8:29 p.m.

Respectfully Submitted,



Beverly Vliestra
Interim Business Administrator/Board Secretary