

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



REGULAR MEETING AGENDA
September 22, 2021

For the Regular Meeting of the
 Bethlehem Township Board of Education on Wednesday, September 22, 2021 at 6:30 p.m. in the
 Thomas B. Conley School Music Room (#135)

I. CALL TO ORDER - President

II. PUBLIC MEETING NOTICE

In compliance with the Open Public Meetings Law 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

Mr. Gregory Glazar absent *Mr. Kyle Harris* present *Mr. John Logar* absent
Mr. Travis Roop present *Debra D. Roosen* present *Mrs. Rainie Roncoroni, Interim CSA*
present
Mr. Ryan Caughey present *Mrs. Beverly Vlietstra, SBA/BS* present
Ms. Teresa Moore, Attorney present

V. CORRESPONDENCE

A. Board Member Letter of Resignation received from Mr. Gregory Glazar. Mr. Glazar is resigning from his Board Member seat, effective September 21, 2021.

VI. BOARD ACTION:

MOTION by Harris, seconded by Roop.

A Acceptance of Board Member Resignation

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept the letter of resignation from Mr. Gregory Glazar as a board member, effective September 21, 2021.

On roll call vote, all present were in favor. The motion carried.

VII. BOARD CANDIDATE INTERVIEWS

A. BOARD MEMBER CANDIDATE INTERVIEWS - To fill vacant board member seat(s) through December 31, 2021 and December 31, 2022.

Candidates for Board Vacancy:

- Ms. Jenny Holmes

On a roll call vote, all present were in favor with the following abstentions: Harris 5/12/21, Roop 4/28/21. The motion carried.

XII. INTERIM CHIEF SCHOOL ADMINISTRATOR REPORT

Report from Interim CSA, Mrs. Rainie Roncoroni
Update on virtual Back to School Night.

XIII. SCHOOL BOARD PRESIDENT REPORT

Information about Hunterdon County School Board Association Meeting. Update on new school business administrator contract approval.

XIV. INTERIM SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Update on new business office manager. Sale of old technology items. Audit commencing at the end of October.

XV. FINANCE

MOTION by Roop, seconded by Caughey

A. Approval of Bills List - Att #1

BE IT RESOLVED that the Board approve the attached Updated list of district bills for payment as presented by the Interim School Business Administrator for the period August 19, 2021 through September 22, 2021, for a total amount of \$714,682.99, which includes two payrolls: August 30, 2021 and September 15, 2021.

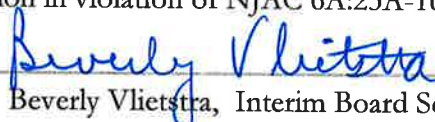
B. Acceptance and Approval of Board Secretary's Report for the months of June (Revised #2-A) and of July 2021 - Att #2-B

BE IT RESOLVED that upon review of the Board Secretary's Report for the months of June 2021 (Revised) and July 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 June 2021 (Revised) - Att #3-A

BE IT RESOLVED that upon review of the Treasurer's Report for the month of June 2021 (Revised) 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

9/22/21

Date

D. Acceptance and Approval of Treasurer's Report for the month of July 2021 - Att #3-B

BE IT RESOLVED that upon review of the Treasurer's Report for the month of July 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

9/22/21

Date

E. Accept the Small Rural School Achievement Award (SRSA)

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator accept the Small Rural School Achievement Award (SRSA) in the amount of \$34,501.00.

F. Approval of New Jersey School Boards (NJSBA) Virtual Convention Registration for 2021

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the registration for all school board members, administration, facility managers, IT specialists to attend the Virtual 2021 Annual Convention on October 26 through 28, 2021 at a cost of \$900.00 (for up to 25 members to attend).

G. Acceptance of Proposal for Septic Field Location Services for the Thomas B. Conley School - Att #4

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator accept the proposal to perform Underground Septic Field Location Services from Advanced GPR Construction Locating Services, using Ground Penetrating Radar Equipment for one septic field at the Thomas B. Conley School to find the 2-outside pipes where locatable and approximate end of pipes. The total cost for the scope of work is \$5,000.00 flat (including Report).

H. Approval of Three Year Snow Plowing Contract with the Township of Bethlehem for 2021 through 2024 - Att #5

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve the Snow Plowing contract between the Bethlehem Township Board of Education and the Township of Bethlehem. There will be no charge to the board for snow plowing at the Thomas B. Conley School and the Ethel Hoppock Middle School, although in the case of extreme snowfall amounts, 12 inches or more of snow accumulation in a single event, as determined by the Township, the Township may request compensation in the amount not to exceed \$10,000.00 during the term of this agreement.

I. Approval of Jointure Bus Transportation Agreement for the 2021-2022 School Year - Att #6

BE IT RESOLVED, that the Board upon recommendation of the Interim Chief School Administrator, approve the district bus transportation jointure agreement for the 2021-2022 School Year with Delaware Valley Regional High School Joint Transportation Services, in Frenchtown, NJ, in the amount of \$233,912.00 (Includes six bus routes). Effective August 26, 2021 through June 30, 2022. The board approves the contracts, subject to further negotiation of terms relating to contingencies that may result from closure due to COVID-19.

J. Approval of the following Allocation Transfers for Title II-A and Title IV Part A funds

BE IT RESOLVED, that the Board upon recommendation of the Interim Chief School Administrator, approve the following allocation transfers:

- Title II-A
 - A new allocation transfer has been added with an amount of \$1,883. This is a carryover transfer of funds received from 2020.
- Title IV Part A

- A new allocation transfer has been added with an amount of \$8,363. This is a prepayment/overpayment transfer of funds received.

K. Approval of Refund for Federal Title IV Aid to the State of NJ from 2016-2017 School Year

BE IT RESOLVED, that the Board upon recommendation of the Interim Chief School Administrator, approve the refund of the 2016-2017 Federal Title IV aid to the State of New Jersey in the amount of \$2,793.70, as determined by the 2019/2020 audit.

L. Approval to Withdraw Capital Reserve

BE IT RESOLVED, that the Board upon recommendation of the Interim Chief School Administrator, approve to withdraw Capital Reserve money of \$250,000 for the purpose of paying architectural testing, application and construction management fees for the Conley School building addition.

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

BE IT RESOLVED that the Board, upon recommendation of the Interim 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
Oct. 5, 2021 - ½ day	Sally Klemm. Director of Special Services	Online Workshop-Equity Begins with Adult Social Emotional Learning -Sponsored Morris-Union Jointure -	Regis. - \$105.00	No
Oct. 8, 2021 - 1 day	Rainie Roncoroni, Interim Chief Sch. Administrator	Hunterdon County Superintendent's Conference - At Shawnee, PA	No cost	No
Oct. 21 & 22, 2021 - 2 days	Honore Quinn-LDT-C	Virtual NJALC Fall Symposium	\$50.00	No
Oct. 18, 2021 - 1 day	Honore Quinn and Alison Ciocon	Virtual Training Workshop to Address CST Evaluations	Free	No
Oct. 20, 2021 - 1 day	Cynthia Arancio, RN, Hoppock School Nurse	30th Annual School Health Conference - Held Virtually due to COVID-19	Regis. - \$135.00	Yes-one sub needed @\$150.00

N. Approval of Class Trip - Att #7

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

Fall 2021

7th Grades - Seventh Grade students to attend Musconetcong Watershed Association in Asbury, NJ. One bus needed - two runs (one in the morning and one in the afternoon). Bus provided by Delaware Valley Transportation Services.

O. Approval of Interim Payroll Services

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Summit Management Solutions, LLC, for Interim Payroll Services at \$50.00 per hour (up to 10 hours per week). Effective October 1, 2021 through December 31, 2021.

Mr. Roop asked for clarification on the transportation agreement with Delaware Valley and the three-year snow plowing contract with the Township.

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

XVI. EDUCATION

MOTION by Roop, seconded by Harris.

A. Approval to adjust the 2021-2022 School Calendar in November 2021

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the adjustment of the school calendar to reflect early dismissal days in November for Conley and Hoppock Schools for the Parent-Teacher Connections on the following dates: November 1, 2 and 3, 2021.

B. Acceptance of Fire and Security Drill Reports for the month of September 2021

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

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL	BUS EVACUATION
September 2021	TBC	9/14/21	9/01/21	9/14/21
September 2021	EHMS	9/15/21	9/03/21	9/14/21

C. Approval for Dual Use of Educational Space at Conley School for the 2021-2022 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the dual-use classrooms in the Thomas B. Conley School in room 106 for 1st and 2nd grade Resource Room, and room 110 for Resource Room and Basic Skills instruction for the 2021-2022 school year. Application for Dual Use has been approved by the Hunterdon County Office of Education, Flemington, NJ.

D. Approval to Submit required documents to the NJ Department of Education for the Additions and Alterations to the Thomas B. Conley School - Education Specifications for Renovations and Alterations at the Thomas B. Conley Elementary School - Att #8

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator authorizes Design Resources Group, Architects, 200 Franklin Square Drive Somerset, New Jersey 08873, to submit all required and appropriate documents to the New Jersey Department of Education for the, including but not limited to: Schematic Drawing Package, Educational Specifications, NJDOE Project Applications and any LRF updates required by the authority for the Additions and Alterations to the Thomas B. Conley School.

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

XVII. POLICY

MOTION by Roop, seconded by Caughey.

A. Approval of Second Reading of Policy

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the Second Reading of the following policy:

- Policy #1648.11 - The Road Forward Forward Covid 19 - Health and Safety

B. Approval of First Reading of Policies

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

Policy # 1648.13 - School Employee Vaccination Requirements - M - New

Policy #2422 - Comprehensive Health and Physical Education - M -Revised

Policy #2467 - Surrogate Parents & Resource Family Parents - M - Revised

Policy #5111 - Eligibility of Resident/Nonresident Students - M - Revised

Policy #5116 - Education of Homeless Children - Revised

Policy #7432 & Reg. #7432 - Eye Protection - M - Revised

C. Approval of Abolishing the following Policies

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve to abolish the following policies:

Policy #5114 - Children Displaced by Domestic Violence

Policy #8810 - Religious Holidays

Policy #1648 – Remote and Recovery Plan

Policy #1648.02 – Remote Learning Options for Families

Policy# 1648.03 – Restart and Recovery Plan – Full-Time Remote Instruction

Discussion: Committee meeting to be held on 9/18.

On a roll call vote, all present were in favor. The motion passed.

XVIII. PERSONNEL

MOTION by Harris, seconded by Roop.

A. Approval of Stipend Advisors for the 2021-2022 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the advisors for the following stipend positions for the 2021-2022 School Year:

Kendal Foster - Soccer Coach - \$2,053.00

Tammie Race - Volleyball Coach - \$2,053.00

Dan Hathawy - Volleyball Coach - \$2,053.00

Tammie Race - Homework Help (Algebra) - \$457.00

Eddie Grannis - Homework Help (Science) - \$457.00

Tammie Race - Hoppock Safety Patrol - \$457.00

Heather Radcliffe -McGinnis - Ski Club Advisor - \$1,000.00

Tom Brotzman - Boys Basketball Coach - \$3,136.00

Tom Brotzman - Athletic Director - \$1,799.00

B. Approval of Revised Leave of Absence Request

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve a Revised Leave of Absence request for Tina Spadafora (CON-TCH-MUSIC-1), beginning September 20, 2021 to approximately December 10, 2021.

C. Approval of Movement on Salary Guide

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Tammie Race, (HOP-TCH-MATH-1) to move on the Salary Guide from BA+15, OG6 at \$76,071.00 to MA + 15, OG6 at \$79,398.00. Effective September 1, 2021.

D. Approval of Substitute Teacher for the 2021-2022 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Alyson Elder as a substitute for the 2021-2022 School Year. (Pending Health Screening/Criminal History Review Completed).

E. Approval of Parent Volunteers for Ski Club for the 2021-2022 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Bonnie Mulhern and Meghan Lissner as parent volunteers to assist the Ski Club Advisor for the Ski Club for 2021-2022 School Year.

F. Accept Letter of Resignation from Long Term Substitute Leave Replacement Teacher - Conley School

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept a letter of resignation from Cynthia Fasino, from her position as Long Term Substitute Leave Replacement teacher at Conley School. Effective September 27, 2021.

G. Approval of Staff Unpaid Absence Days

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve unpaid absence days for the following staff member:

- Bonnie Mulhern - 2 Days

H. Approval of Thomas B. Conley School Secretary to the Principal

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Lori Parfitt, for the Full-time, 12 month position of Thomas B. Conley School Secretary to the Principal at a salary of \$45,000.00 (prorated). Effective on or before October 8, 2021. (Pending Criminal History Review/Health Screening).

I. Approval of Student Volunteer in Assisting with the Volleyball Team for the 2021-2022 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Kayla Mulhern, a North Hunterdon High School student, to volunteer to assist the coaches with the Volleyball team for the 2021-2022 School Year.

On a roll call vote, all present were in favor. The motion passed.

XIX. OLD BUSINESS - Discussion of having committees versus meeting as Committee of the Whole.

XX. NEW BUSINESS - Mr. Roop brought up having teachers at BOE meetings to talk about things that are happening in the schools. Discussion of reopening the discussion of a shared CSA.

XXI. PUBLIC COMMENTS

None

XXII. NOTEWORTHY DATES

- A. October 13, 2021 - Board Work Session Meeting - Conley School Music Room - 6:30 p.m.
- B. October 27, 2021 - Regular Board Meeting - Conley School Music Room - 6:30 p.m.
- C. November 4 and 5, 2021 - Schools Closed for NJEA Convention
- D. November 10, 2021 - Board Work Session Meeting - Conley School Music Room - 6:30 p.m.
- E. November 17, 2021 - Regular Board Meeting - Conley School Music Room - 6:30 p.m.

XXIII. ADJOURNMENT

MOTION TO ADJOURN by Roop, seconded by Harris.

On a voice vote, all were in favor. The meeting was adjourned at 8:17.

Respectfully submitted,



Beverly Vellestra
Interim School Business Administrator/Board Secretary