

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



**REGULAR MEETING AGENDA**  
November 17, 2021

For the Regular Meeting of the  
Bethlehem Township Board of Education on Wednesday, November 17, 2021 at 6:30 p.m. in the  
Thomas B. Conley School Music Room (#135)

**I. CALL TO ORDER - President Roosen called the meeting to order at 6:31 p.m.**

**II. PUBLIC MEETING NOTICE - President Roosen**

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 - President Roosen**

**IV. ROLL CALL**

*Board members present: Mr. Logar, Mrs. Holmes, Mr. Roop, and Mrs. Roosen*

*Administration present: Ms. Rainie Roncoroni, Interim CSA, Ms. Abigail Postma, SBA/BS*

*Attorney present: Ms. Teresa Moore*

**V. CORRESPONDENCE - none**

**VI. PUBLIC COMMENTS - Agenda Items Only - none**

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.

#### VII. INTERIM CHIEF SCHOOL ADMINISTRATOR REPORT

- Report from Interim CSA, Mrs. Rainie Roncoroni
- Parent teacher conferences and progress reports have been completed.
- First round of observations have been completed and the opening of the second marking period begins.
- Virtual assembly for middle school students hosted by Hunterdon Municipal Alliance.
- Homework help and Basketball will be starting.

#### VIII. SCHOOL BOARD PRESIDENT REPORT

- Delegate Assembly is upcoming, Mrs. Roosen will attend.
- Workshop webinars will remain on the website.
- List of county meetings are available. Most are hybrid.
- Summary of regionalization studies from last week's Zoom meeting.

#### IX. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

##### X. FINANCE

**MOTION** by, seconded by Roop, seconded by Logar.

##### **A. Approval of Updated Bills List - Att #1**

**BE IT RESOLVED** that the Board approve the attached Updated list of district bills for payment as presented by the School Business Administrator for the period October 28, 2021 through November 17, 2021, for a total amount of \$667,717.19, which includes two payrolls - October 30, 2021 and November 15, 2021.

##### **B. Approval of Business Administrative Professional Services - November 30, 2021 to December 28, 2021 - Att #2**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, approve the Business Services Subcontract Agreement between the Bethlehem Township School District Board of Education and Hunterdon County Educational Services Commission, effective November 30, 2021 to December 28, 2021, for Business Administrative Professional Services, as per contract rate of \$625.00 per day. The contract has been approved by the Hunterdon County Interim County Superintendent of Schools.

**Discussion: Audit is still not complete. Board secretary reports will need to be completed following the audit to reconcile with the Treasurer's Report.**

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

##### XI. EDUCATION

**MOTION** by Logar, seconded by Roop to approve education items A, B and C.

##### **A. HIB Incident Report**

**Harassment, Intimidation and Bullying Investigation(s) for the 2021-2022 School Year:**

School	Date of Incident	Report #	Classified HIB Y/N	Additional Action Taken
Conley School	10/25/2021	1	No	Consequences based on student Code of Conduct.

**B. Approval of Submission of Revised Remote Instruction Plan for the 2021-2022 School Year**

**BE IT RESOLVED** that the Board, upon recommendation of the Interim Chief School Administrator, approve the submission of the Revised 2021-2022 Remote Instruction Plan to the NJ Department of Education, Hunterdon County Superintendent's Office.

**C. Approval of World Language Presentation by North Hunterdon High School World Language Staff**

**BE IT RESOLVED** that the Board, upon recommendation of the Interim Chief School Administrator, approve North Hunterdon World Language teachers to present an overview of World Languages to our 8th grade students on December 8, 2021.

**Discussion:** Mrs. Roncoroni clarified that remote instruction is not allowed to make up snow days or other reasons for school closures.

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

**XII. POLICY**

**MOTION** by Roop, seconded by Logar to approve the first reading of the Policies as amended..

**A. Approval of First Reading of Policy/Regulation**

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

- Policy 8420 Emergency and Crisis Situations (M) (Revised)
- Regulation 8420.1 Fire and Fire Drills (M) (Revised)
- Policy 8540 School Nutrition Programs (M) (Revised)
- Policy 8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)
- Policy 8600 Student Transportation (M) (Revised)

**Discussion:** Remove Policy 8600 for further discussion.

**Vote:** On a roll call vote, all members present were in favor. The motion carries.

**XIII. EXECUTIVE SESSION**

**MOTION** by Roop, seconded by Logar..

**BE IT RESOLVED** pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board enter into Closed Session at this time to discuss confidential matters pertaining to Board Candidates and 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 Closed 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.

**Voice Vote:** On a voice vote, all members present were in favor. The Board adjourned to executive session at 7:03 p.m.

**MOTION** by Roop, seconded by Logar, to return to public session.

On a voice vote, all present were in favor and the Board returned to public session at 7:52 p.m.

#### **XIV. PERSONNEL**

**MOTION** by Roop, seconded by Logar to approve items A-G.

##### **A. Approval of Custodian for the 2021-2022 School Year**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, approve

Mr. Adem Yildirim, for the position of custodian at a prorated salary of \$36,000.00. Effective December 1, 2021. Pending Criminal History and Health Screening.

##### **B. Acceptance of Termination of Summit Management Solutions Payroll Processing Services**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, accept the termination of payroll processing services from Summit Management Solutions. Effective December 31, 2021.

##### **C. Acceptance of Revised date for Resignation of Treasurer of School Monies**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, accept a letter of resignation from Mr. Ernie Turner, Treasurer of School Monies, with a revised effective date of November 30, 2021.

##### **D. Acceptance of Letter of Resignation**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, accept a letter of resignation from Mrs. Vicki Jacobson (CON-TCH-SPED-9). Effective December 23, 2021.

##### **E. 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:

James Manning - Girls Basketball Coach - \$3,136.00

Daniel Hathaway - Homework Help - Language Arts/Writing workshop - \$457.00

##### **F. Approval of Treasurer of School Monies for the 2021-2022 School Year**

**BE IT RESOLVED** that the Board upon recommendation of the Interim Chief School Administrator, approve Ms. Jennifer Mooney, for the position of Treasurer of School Monies at a prorated salary of \$4,000.00 - Effective December 1, 2021

**G. 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

Jennifer Adase, as a substitute for the 2021-2022 School Year. (Pending Health Screening/Criminal History Review Completed).

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

**XV. OLD BUSINESS**

Discussion of sub salary guide. Mrs. Roncoroni commented that all salaries would need to be reviewed if sub salaries were to be adjusted.

**XVI. NEW BUSINESS**

Mrs. Roosen proposed using an interest sheet for future reorganization meetings for those that might be interested in serving in a leadership role.

Mr. Roop discussed that posting should go out for the open board position.

**XVII. PUBLIC COMMENTS - none**

**XVIII. NOTEWORTHY DATES**

- A. December 8, 2021 - Board Work Session Meeting - Conley School Music Room - 6:30 p.m.
- B. December 15, 2021 - Regular Board Meeting - Conley School Music Room - 6:30 p.m
- C. December 17, 2021 - North Hunterdon High School Show Choir & Jazz Ensemble Concert at Hoppock School at 1:00 p.m.

**XIX. ADJOURNMENT**

**MOTION TO ADJOURN** by Logar, seconded by Roop.

On a voice vote, all present were in favor. The meeting was adjourned at 8:02 p.m.

Respectfully submitted,



Rainie Roncoroni

Interim CSA