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

WORK SESSION MEETING
MINUTES
January 13, 2021

For the Work Session Meeting of the Bethlehem TownshipBoard of Education
being held by video conference call and
video conference on Wednesday, January 13, 2021 at 6:30 p.m.

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

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE:
In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was providedby sending notice to: The Courier News, Bethlehem Township Clerk and by posting on the bulletin boards in the Ethel Hoppock Middle School and Thomas B. Conley Schools.

There are two options to participate in the meeting - please use the Google Meet link below or join by phone:
Join with Google Meet meet.google.com/mjj-ypym-bpc OR Join by phone +1 505-445-7273 PIN: 780 263 689#

IV. ROLL CALL
Mrs. Debra D. Roosen Present
Mr. Gregory Glazar Present
Mr. Kyle Harris Present
Mr. John Logar Present
Mr. Travis Roop Present

Dr. Gregory C. Farley, CSA Present
Ms. Teresa Moore, Attorney Present
Mrs. Beverly Vlietstra, SBA/BS Present

V. PUBLIC COMMENTS - None
Please be advised:

- Pursuant to Board Policy #0167, 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.
- 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. • Pursuant to Board Policy #0164.6, the Board shall require members of the public to identify themselves prior to speaking. Please state your name and address, or name and group you are representing. • Since this meeting

is being held by video conference call and videoconference due to the coronavirus pandemic, if the public wishes to make a comment,they may do so by:

(1). Calling in to the number provided for participants on the videoconference or by Google Meet. Press *6 to unmute during the call and *6 again to mute.

(2). Sending an email to Mrs. Debra D. Roosen, Board President - droosen@btschools.org prior to 5:00 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.

- Public participation at board meetings is intended to allow individual members of the public to address the Board 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.

VI. CORRESPONDENCE - Dr. Farley received correspondence from the last board meeting from parents that were happy the students were going back to school one week earlier. A parent shared her daughters' feelings that returning to school a week early was the best present she has ever received.

VII. BOARD PRESIDENT'S REPORT -

President Roosen and Vice President Harris discussed the need to create an agenda that is easier for public participation and request any thoughts regarding an easier agenda be sent to Mrs. Roosen or Mr. Harris. Agenda samples have been requested from NJSBA and also our previous agendas used throughout the years. Our goal is to have an easier agenda in place by our February meetings. A challenge for our new board members will be the need to evaluate our CSA and Board of Education in the Spring.

Mrs. Roosen will be appointing a Negotiations Committee – Send her an email if interested in joining.

NJSBA held a virtual class tititled Fundamentals of School Board Membership. The link should be available on the website.

VIII. CHIEF SCHOOL ADMINISTRATOR REPORT

Dr. Farley reported on the following:

- **Information on the Bethlehem Township Public Schools Bullying Processes and Procedures**
  A.) Difference between conflict and bullying.

IX. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

A. Budget Calendar - Att #1

- Carpet is installed in the Conley Library.
- State Fire Inspection violations – Fire Doors at Hoppock school the only item that has not been completed yet. We are getting two more quotes and in the meantime we are requesting an extension each month.
- Received two quotes for the boiler repair from the boiler fire at Conley School. Both

quotes are approximately the same price.

- Finalizing the questionnaire for the Mid Year Budget Review.

X. FINANCE

A. Audit presentation will be held at the Regular Board Meeting on January 27, 2021

XI. TRANSPORTATION – None

- Mrs. Roosen mentioned again seeing the buses drop off students at 12p.m when our Return to School plan stated the children were in school until 12. Dr. Farley will look into this with Mrs. Smith.

XII. BUILDINGS AND GROUNDS- None

- New Board Members will receive a folder in the Google drive with information that was discussed with the previous board relating to building and grounds.
- Snow plow contract with township? We are still waiting for the signed copy.

XIII. EDUCATION

A. Discussion - 2020-2021 School Calendar - Remote/In-Person schedule

Dr. Farley and the Board discussed the Re-Opening Committee and will add board members onto the Committee. After second marking period, the Committee will be discussing the learning options for the rest of the school year.

XIV. CURRICULUM/Student Activities - None

XV. POLICY

A. Approval of First Reading of Policy

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

Policy # 1648.02 **Remote Learning Options for Families**

Change D1 to 5 calandar days, and D2 to two calandar days. Mr. Logar mentioned if there could be a "cliff notes" version of the policy for parents when changing the learning options.

XVI. COMMUNITY RELATIONS - None

PUBLIC COMMENTS – Mrs. Roosen apologized for not opening the meeting to public comment after the first public comment was mentioned and opened the floor for public comments.

XVII. EXECUTIVE SESSION

MOTION by Mr. Glazar, seconded by Mr. Logar to go into Executive Session.

On a roll call vote all present were in favor of going into Closed Session at 7:10p.m.
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:

- Personnel - recommendations for appointments, separations, changes in assignment and/or 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 is not known at this time when

that may be.

MOTION by Mr. Harris, seconded by Mr. Glazar, to return to public session.

On a voice vote, all present, were in favor of returning to Public Session at 7:22 p.m.

XVIII. PERSONNEL

A. Two Substitute Teacher Applications received for board approval on January 27, 2021

B. Hiring Technology Assistant

The Board discussed the substitute applications and the hiring of a Technology Assistant.

XIX. OLD BUSINESS

A. Updated Board Meeting dates for 2021 - Att #2

XX. NEW BUSINESS

The Board discussed the application process for two new board member spots:

- Advertise on school website/town website
- School Messenger/email blast
- Post at Township and School buildings
- Place ad in Hunterdon Democrat
- Submit interest by Feb 5
- Attend/watch clip of January 27 Board Meeting with Gwen Thornton

Mr. Logar asked about the switch from Committee Meetings to Work Session, and if Board Members would be assigned to gather information to facilitate work session meetings.

Mr. Roop asked for information regarding the following:

- Active COVID-19 cases
- Grants
- Multi-cultural programs and Anti-Racism policies issued.

Mrs. Roosen asked about teacher evaluations. She requested that the teacher evaluation information be given to the Board by the February meeting so there are no surprises.

PUBLIC COMMENTS was added as it was not on the original agenda. There were no comments from the public at this time.

XXI. NOTEWORTHY DATES:

A. January 27, 2021 - Regular Board Meeting - Held Virtually - 6:30 p.m.

Mrs. Roosen also mentioned on January 21st there will be a virtual Hunterdon County School Boards meeting.

XXII. ADJOURNMENT

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

On a voice vote all present were in favor and the meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Beverly Vlietstra
Interim Business Administrator/Board Secretary