

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



SPECIAL MEETING MINUTES
April 13, 2022 - 7:00 p.m.

For the Special Meeting of the
 Bethlehem Township Board of Education on Wednesday, April 13, 2022 at 7:00 p.m. in the
 Ethel Hoppock Middle School Gym)

I. CALL TO ORDER - President Harris called the meeting to order at 6:32 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 was recited

IV. ROLL CALL

Board of Education Members					
Mr. Michael Hale	x	Ms. Jessica Romero	absent	Ms. Rainie Roncoroni, Interim CSA	x
Mr. Kyle Harris	x	Mr. Travis Roop	x	Mr. Brian Lutzke, SBA/BS	x
Ms. Jenny Holmes	x	Ms. Jennifer Seibert	x	Ms. Teresa Moore, Board Attorney	x

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

MOTION by Mr. Roop, seconded by Mr. Hale.

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, 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.

The motion carried on a unanimous voice vote and the Board entered closed session at 6:34 p.m

MOTION by Ms. Holmes, seconded by Mr. Roop, to reconvene in open session. The motion carried on a unanimous voice vote and the Board reconvened in open session at 6:57 pm.

Board Returns from Executive Session at 7:00 p.m. Committee Reports:

VI. 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.
- Mr. Harris asked if anyone from the public wished to comment on agenda items. There were no requests to speak from the public.

VII. MINUTES

Motion by Mr. Hale seconded by Mr. Roop to approve the following minutes.

February 9, 2022 - Special Meeting Minutes

March 9, 2022 - Special Session Meeting Minutes

March 9, 2022 - Executive Session Meeting Minutes

March 23, 2022 - Regular Meeting Minutes

March 23, 2022 - Executive Session Meeting Minutes

The March 9, 2022 Special Meeting and Executive Meeting Minutes were approved on a roll call vote of 4-0-1 (Seibert abstained). The remaining minutes were approved on a roll call vote of 5-0.

VIII. PRESENTATION OF 2020-2021 AUDIT

Presentation of the 2020-2021 Audit by Mr. David Gannon from PKF O'Connor Davies, LLC. Mr. Gannon reviewed the current surplus amounts in the district and audit recommendations.

IX. BOARD ACTION

Motion by Mr. Roop, seconded by Mr. Harris to approve agenda items A, C and D.

A. Acceptance of the 2020-2021 Audit - Att #1A - ACFR Att #1B - AMR

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept the 2020-2021 Audit Report conducted by Hodulik & Morrison, P.A. a division of P.K. O'Connor Davies, LLP(CAFR.)

~~**B. Approval of Corrective Action Plan for the 2020-2021 Annual School Audit - Att #1-C**~~

~~BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Corrective Action Plan (CAP). (Tabled)~~

C. Acceptance of Termination of contract with Mr. Ernie Turner, Summit Management Solutions, LLC

BE IT RESOLVED that the Board, upon recommendation of the Interim Chief School Administrator, accept the letter from Ernie Turner to terminate the contract with Summit Management Solutions, LLC., as Conley Addition Project Manager, effective April 5, 2022.

D. 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 Ms. Judy Hnat as a board member, effective April 2, 2022.

The motion carried on a roll call vote of 5-0.

X. INTERIM CHIEF SCHOOL ADMINISTRATOR REPORT

Ms. Roncoroni provided information on the Report of NJ Dept. of Education Student Safety Data System (SSDS). Report includes incidents and all staff training (suicide prevention, CAP, ACES, diversity) that occurred between July 1, 2021 and December 31, 2021. Completed twice annually. North Hunterdon Musical Festival provided an opportunity for 7th and 8th grade students to participate with the High School Musical Director.

XI. SCHOOL BOARD PRESIDENT REPORT

Mr. Harris provided an update on the submission of the LEAP grant application with Union Township, Franklin, and Hampton to study regionalization.

XII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Mr. Latzke reported that the preliminary budget was submitted and approved for advertisement for the public hearing on April 27th. Reminder to BOE members to complete financial disclosure statements.

XIII. FINANCE

Motion by Mr. Roop, seconded by Mr. Hale to approve items A and B.

A. 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
April 13, May 11 & June 8, 2022 -	Anthony Neggers, Facilities Manager	NJSBG Association - County Buildings &	No Cost	No

afternoons		Grounds Mtg., Mt. View Chalet		
April 28, 2022- 1 day	Michele Coletti, Bus. Office Manager	CDK Personnel Training Workshop, Hawk Point, Washington, NJ	No Cost	No
May 10 & 11, 2022- 2 days	Gabrielle MacQueen	Framing Your Thoughts - Virtual Writing Workshop - Project Read	Regis.-\$584.00	Yes - Two days @\$100.00 per day

B. Approval of appointment of Special Counsel

BE IT RESOLVED that the Board, upon recommendation of the Interim Chief School Administrator, appoint Mr. David Rubin as special counsel to investigate personnel matter.

On a roll call vote of 5-0, the motion carried

XIV. PERSONNEL

Motion by Mr. Roop, seconded by Mr. Hale to approve items A through K.

The following appointments (A- are intended to implement District Policy 153 and be in effect through December 31, 2022, unless otherwise stated:

A. AHERA Asbestos Program Manager - Mr. Anthony Neggers is designated as the AHERA Asbestos Program Manager, through December 31, 2022.

B. Hazardous Material Management Program Manager - Mr. Anthony Neggers is designated as the Hazardous Material Management Program Manager, through December 31, 2022.

C. Chemical Hygiene Officer - Mr. Anthony Neggers is designated as the Thomas B. Conley School Chemical Hygiene Officer and the Ethel Hoppock Middle School Chemical Hygiene Officer, through December 31, 2022.

D. Integrated Pest Management and Right to Know Officer - Mr. Anthony Neggers is designated as the Thomas B. Conley School Integrated Pest Management Officer and Right to Know Officer and as the Ethel Hoppock Middle School Integrated Pest Management Officer and Right to Know Officer, through December 31, 2022.

E. Air Quality Designee - Mr. Anthony Neggers is designated as the Thomas B. Conley School Air Quality Officer and the Ethel Hoppock Middle School Air Quality Officer, through December 31, 2022.

F. Approval of Staff for 2022 Summer Academic Boost Program and Summer Camps

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the Staff for the 2022 Summer Academic Boost Program and Summer Camps during the following dates and times to be held at Conley School.

Academic Boost and Dibbles at the rate of \$45/hr:

June 13 - 16 Academic Boost for 7th and 8th Grades Math
8-11:00 am - Mrs. Tammie Race

June 14- 17 Academic Boost for 7th and 8th grades ELA
11:30 - 2:30 pm - Ms. Erin Baehr

June 14- 16 Academic Boost for 7th and 8th grades ELA
8-11:00 am - Ms. Erin Baehr
June 20 - 23 Academic Boost for 7th and 8th Grades Math
11:30-2:30 pm - Mrs. Tammie Race
July 11-21 Dibbles Academy for K-2 (am session 8-11 am and pm session 11:30-2:30) - Mrs.
Lindianne DeSavino
And Mrs. Kelly Leary (not on Friday)
July 11-21 Academic Boost for 3-4 grades in ELA and Math - Mr. Jim Manning (Not on Friday)
Academic Boost for 5-6 grades in ELA and Math - Mrs. Gabrielle MacQueen (Not on
Friday)

Summer Camps at the rate of \$30/hr - Week of 6/13

Camp Longhorn full day - Mr. Ken Bobal and Mr. Lou Pilato
Dungeon Master Academy full day - Mr. Kris Boganski
Mosaics and Paper Mache half day am - Ms. Dawn Lanner
Discovery Days full day - Mrs. Lindianne DeSavino
Camp Happy Times full day - Mrs. Annie Mergott and Mrs. Bonnie Mulhern
Basketball Camp full day - Mr. Jim Manning

Summer Camps - Week of 6/20

Camp Longhorn full day - Mr. Ken Bobal and Mr. Lou Pilato
Sports Camp full day - Mr. Kris Boganski
Mosaics and Paper Mache half day am - Ms. Dawn Lanner
Discovery Days full day - Mrs. Lindianne DeSavino
Camp Happy Times full day - Mrs. Annie Mergott and Mrs. Bonnie Mulhern
Basketball Camp full day - Mr. Jim Manning

G. Approve Staff Unpaid Leave of Absence Days

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

- Honore Quinn - (DIST-LCTC-CST-1) - March 16, 17, and 18, 2022 (3 days)
- Shannon Scanlon - (CON-NUR-1) - April 6, 2022 (½ day)

H. 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 Ms. Leah Byk (CON-TCH-SPED-10), Conley School Special Education Teacher.. Effective June 20, 2022.

I. Approval of Amendment to Interim CSA's Resignation letter/Contract for the period of April 16, 2022 through June 30, 2022

BE IT RESOLVED that the Board accepts a letter from Rainie Roncoroni dated April 11, 2022 withdrawing her resignation from the position of Interim Chief Schools Administrator, and approves an amendment to Mrs. Roncoroni's employment agreement for her to serve as Interim Chief Schools Administrator up to 3 days per week at the rate of \$600 per day, for the period April 16, 2022 through June 30, 2022 or until a suitable candidate is found.

J. Approval of Appointment of Acting Principal of Hoppock School for the period April 16 through June 30, 2022

BE IT RESOLVED that the Board, upon recommendation of the Interim Chief School Administrator, appoints Sally Klemm as the Acting Principal of Hoppock School, for the period April 16, 2022 through June 30, 2022, for a stipend of \$1,000 to be paid no later than June 30, 2022.

K. 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 Madison Hesse, as a substitute teacher for the 2021-2022 school year. Pending Criminal History review and Health Screening.

Discussion: Due to popularity of camps, Mr. Roop asked if additional sessions could be added. Ms. Roncoroni added that an additional camp session was added and that all teachers that have expressed interest are already signed up to work. Price was historically \$125 per session. Last year, it was reduced to zero based on COVID and this year it is \$100.

On a roll call vote of 5-0, the motion carried.

XV. OLD BUSINESS

none

XVI. NEW BUSINESS

none

XVII. PUBLIC COMMENTS

Susan Wilder asked about the appointment of special counsel and what will happen on June 30 if a replacement is not found for Ms. Roncoroni.

XVIII. EXECUTIVE SESSION - #2

MOTION by Mr. Roop, seconded by Mr. Hale. On a voice vote, all present were in favor and the Board adjourned to closed session at 7:52 p.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.

MOTION by Ms. Holmes, seconded by Mr. Roop to reconvene in open session. On a voice vote, all present were in favor and the Board reconvened in open session at 8:10 p.m.

XIX. NOTEWORTHY DATES

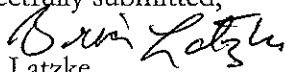
1. **April 27, 2022** - Public Budget Hearing and Board of Education Meeting - Hoppock School Gym - Executive Session Meeting begins at 6:30 p.m. and the Regular Public Meeting begins at 7:00 p.m.
2. **May 25, 2022** - Regular Board of Education Meeting - Hoppock School Gym - Executive Session Meeting begins at 6:30 p.m. and the Regular Public Meeting begins at 7:00 p.m.

XX. ADJOURNMENT

MOTION TO ADJOURN by Mr. Roop, seconded by Ms. Holmes. On a voice vote all present

were in favor and the meeting was adjourned at 8:12 p.m.

Respectfully submitted,



Brian Latzke

School Business Administrator/Board Secretary