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

REGULAR MEETING MINUTES
WEDNESDAY, APRIL 24, 2024 at 7:00 p.m
Ethel Hoppock Middle School - Library/STEAM Room

I. CALL TO ORDER - Dan MacDonnell, president, called the meeting to order at 6:33 pm.

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

IV. ROLL CALL

Board Members Present: Mr. Greg Glazar (6:50 pm), Mr. Thomas Gregor, Mr. Michael Hale, Ms. Jenny Holmes, Mr. Daniel MacDonnell, Ms. Jennifer Seibert, and Ms. Stephanie Yager

District Administrators Present: Edward Abato - CSA and Brian Latzke - SBA/BS

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

Motion by Ms. Holmes, seconded by Ms. Yager to enter closed session at 6:35 p.m. On a voice vote, all present were in favor.

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;

NOW BE IT RESOLVED that, pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board shall adjourn from public session and enter into executive session for approximately thirty minutes to discuss the following: Student Matters, Personnel, and Negotiations.

BE IT FURTHER RESOLVED that the Board of Education will take action upon its return to public session; and

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. Glazar, seconded by Mr. Gregor to reconvene in public session at 7:21 p.m.

VI. Public Hearing and Adoption of 2024/2025 Budget

Motion by Mr. Gregor, seconded by Mr. Glazar to open the public hearing on the budget. On a voice vote, all were in favor.

- 2024-2025 Budget Presentation-Mr. Edward Abato, CSA and Mr. Brian Latzke, BA

Public Comment on the Budget

- Keri O'Connor - Support of PreK expansion. 7.5 million to Hunterdon County. Request waiver for class size/restrooms.
- Meg McGeehan - Support of PreK expansion
- Tarah Santaniello-Support of PreK expansion. Completed process as an employee in the district where employed.
- Chris Herzog - Support of PreK expansion
- Nate Hirshberg - Support of PreK expansion
- Laurie Herzog - Support of PreK expansion
- Emily Jordan - Support of PreK expansion

Motion by Ms. Holmes, seconded by Mr. Hale to close the public hearing on the budget. On a voice vote, all were in favor.

A. WHEREAS, the Bethlehem Township Board of Education approved the tentative 2024/2025 budget on March 13, 2024; and

WHEREAS the Bethlehem Township Board of Education received approval from the Hunterdon County Executive Superintendent to advertise the the 2024/2025 school budget in the Hunterdon County Democrat; and

WHEREAS, the 2024/2025 budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A and N.J.A.C. Title 6 and 6A and to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards; and

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Chief School Administrator, that the Bethlehem Township Board of Education approves the 2024/2025 budget using the 2024/2025 state aid figures and all eligible statutory adjustments in the amount of $10,309,695 and authorizes its submission to the Executive County Superintendent of Schools for final approval as follows:

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2024-2025 Total Expenditures	$9,799,499	$144,221	$365,975	$10,309,695
Less: Anticipated Revenues	$2,034,012	$144,221	$0	$2,178,233
Taxes to be Raised	$7,765,487	$0	$365,975	$8,131,462

BE IT FURTHER RESOLVED, that the Bethlehem Township Board of Education acknowledges that the 2024/2025 final budget as described above results in a General Fund Tax Levy in the amount of $7,765,487 and Debt Service Tax Levy in the amount of $365,975, representing a total tax levy of $8,131,462; and

BE IT FURTHER RESOLVED, that the Board of Education received a Health Care Adjustment generated in the 2024/2025 budget for increased costs of health benefits in the amount of $18,211 which is not included in the final budget but will become banked cap for the ensuing three-year period; and

BE IT FURTHER RESOLVED, that the Board of Education received an Enrollment Adjustment generated in the 2024/2025 budget for increased costs due to increase in enrollment in the amount of $233,926 which is not included in the final budget but will become banked cap the ensuing three-year period; and

BE IT FURTHER RESOLVED, that the Bethlehem Township Board of Education includes in the budget a maintenance reserve withdrawal in the amount of $70,000 pursuant to N.J.A.C. 6A:23A-14.2(d) for the purpose of supporting required maintenance services such as boiler and HVAC service; and

BE IT FURTHER RESOLVED, that included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, is $175,000 for the proposed replacement of classroom HVAC cabinet units at Thomas B. Conley School. The total cost of this project is $175,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards; and

BE IT FURTHER RESOLVED, that included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, is $125,000 for the proposed addition of water filtration at Thomas B. Conley School. The total cost of this project is $125,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

WHEREAS, Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

WHEREAS, The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that

promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a board of education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of $21,375 for all staff and board members for the 2024-2025 school year.

BE IT FURTHER RESOLVED that the Board of Education includes in the budget a maximum travel expenditure in the amount of $21,375 for the 2024-2025 school year. The maximum travel expenditure amount for the 2023-2024 school year is $17,000.00, of which, $9,906.23 has been spent and $350 is encumbered to date.

BE IT FURTHER RESOLVED, The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

Motion by Mr. Glazar, seconded by Mr. Gregor to approve item A - Adoption of the 2024/2025 Budget. On a roll call vote, the budget was adopted as follows: 7-0-0 (aye Glazar, Gregor, Hale, Holmes, Seibert, Yager, MacDonnell)

VII. DISTRICT GOALS

1. Goal: Referendum - Planning

Objective: To successfully prepare and promote a critical school district referendum in January 2025 securing essential funding for educational enhancements, infrastructure improvements, and consolidation into one building PreK through grade 8.

2. Goal: School District Technology Enhancements & Integration

Objective: To significantly increase the integration of technology in our classrooms and enhance instructional opportunities for every student through the effective and purposeful use of digital tools and resources.

3. Goal: Curriculum Development
Objective: Develop and align curriculum frameworks that promote rigorous and relevant learning experiences for all students.

4. Goal: Establishment of Professional Learning Communities (PLCs)
Objective: Foster a culture of collaboration and continuous professional growth through the establishment of Professional Learning Communities (PLCs) among staff members.

VIII. CORRESPONDENCE

Email - Keri O'Connor - PreK Expansion Aid
Email - Board survey - Patrick MacQueeney - Centenary University

IX. 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.

Motion by Ms Yager, seconded by Mr. Glazar to open Public Comment. On voice vote, all were in favor.

- Jessica Svard - Has seen tax increases over the last years. In support of PreK expansion aid.

Motion by Mr. Hale, seconded by Mr. Glazar to close Public Comment. On a voice vote, all were in favor.

X. MINUTES - M1

A. BE IT RESOLVED that the minutes of the Board of Education meetings, held on the dates indicated, be approved and filed.

March 13, 2024 Regular Meeting Minutes
March 13, 2024 Executive Meeting Minutes

Motion by Ms Yager, seconded by Mr. Glazar to approve Minutes item A. On a roll call vote, item A was approved as follows: 7-0-0 (aye Glazar, Gregor, Hale, Holmes, Seibert, Yager, MacDonnell)

XI. SCHOOL BOARD PRESIDENT REPORT

XII. CHIEF SCHOOL ADMINISTRATOR REPORT

Mr. Abato thanked Ms. O'Keefe for her work on Newsies with the middle school students. Provided updates on recent safety training/drills, walkthrough as part of regionalization study, continuing PD with Dr. Severns, and current open staff positions.

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Mr. Latzke provided information on the following: Self-paced Board training is now available, process of completing energy audit at Conley as part of possible solar project or other improvements. Upcoming PreK expansion training for information about the program. This does not fulfill the district requirement to attend State mandated training upon announcement of aid applications.

XIV. FINANCE

Committee Members: Thomas Gregor, Mike Hale and Jennifer Seibert

A. Approval of Bills List - Att A

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period March 14, 2024 through April 24, 2024 for a total amount of $1,296,066.83 which includes three payrolls:

March 15, 2024	$235,361.34
March 30, 2024	$236,181.11
April 15, 2024	$232,922.60

B. Acceptance and Approval of Board Secretary's Report for the month of February 2024 - Att B

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for February 2024, and after review of the Board Secretary's and February 2024 Treasurer's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A – 16.10 (c)4 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A:23A-16.10 (a).

C. Approve Line Item Transfers for the month of February 2024 - Att C

BE IT RESOLVED that the Board approve the line item transfers for February 1, 2024 through February 29, 2024 in the amount of $5,420.00

D. Acceptance and Approval of Board Secretary's Report for the month of March 2024 - Att D

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for March 2024, and after review of the Board Secretary's and March 2024 Treasurer's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A – 16.10 (c)4 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C.

6A:23A-16.10 (a).

E. Approve Line Item Transfers for the month of March 2024 - Att E
BE IT RESOLVED that the Board approve the line item transfers for March 1, 2024 through March 31, 2024 in the amount of $51,361.00

F. Approve Participation in the School Health Insurance Fund

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of Bethlehem Township Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.

ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):

a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.

iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.

iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.

v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:

a.) A long term philosophy on rates.
b.) A willingness to work with bargaining units to achieve plan design changes.
c.) Professional management with stability and commitment.
d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

i. Approval of the SCHOOL BOARD by the SHIF.
ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

G. Approval of School Health Insurance Fund (SHIF) rates for 2024-2025 school year
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the Renewal of Schools Health Insurance Fund (SHIF) through Brown and Brown Benefit Advisors beginning July 1, 2024 through June 30, 2025 for coverage at the following monthly rate for health benefits:

	AETNA CHOICE POS II $10	AETNA CHOICE POS II $15	AETNA EDUCATOR HEALTH PLAN (EHP)	AETNA GARDEN STATE PLAN
SINGLE	$1,243.00	$1,191.00	$1,186.00	$1,067.00
PARENT/CHILD	$2,313.00	$2,218.00	$2,209.00	$1,990.00
COUPLE	$2,487.00	$2,384.00	$2,372.00	$2,137.00
FAMILY	$3,556.00	$3,411.00	$3,392.00	$3,057.00

H. Approval of Horizon Dental for 2024-2025 and 2025-2026 School Years
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the renewal of Horizon Dental beginning July 1, 2024 through June 30, 2026 for coverage at the following monthly rates for dental benefits:

HORIZON RENEWAL	JULY 1, 2024 -JUNE 30, 2026
SINGLE	$36.51
PARENT/CHILD	$63.86
2 ADULT	$63.86
FAMILY	$112.50

I. Approval of Renewal of Ameriflex FSA for 2024-2025 School Year
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the Renewal of Ameriflex FSA, effective July 1, 2024 to June 30, 2025. The renewal includes FSA Medical, FSA Dependent Care and FSA Commuter Reimbursement. The annual fee is $1,075.

J. Approval of Contract with Phoenix Advisors LLC as Disclosure Agent (DA) and Independent Registered Municipal Advisor (IRMA) for 2024-2025 School Year
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the Renewal of Contract with Phoenix Advisors LLC as Disclosure Agent and Independent Registered Municipal Advisor (IRMA) for 2024-2025 School Year. The 2024-2025 Agreement serves to monitor, collect, assemble, record and file financial documents as required by the Securities and Exchange Commission. The Disclosure Agent fee is $1,350.00.

K. Approval of Contract for Procurement Services with Ed-Data Services, Inc.
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the renewal of contract with Ed Data Services, Inc for the 2024-2025 school year. Supply Procurement System

License and Maintenance: $1,915.00, Time and Materials: $2,100.00, and e-PO: $125.00

L. Approval of Hunterdon County Educational Services Commission (ESC) to provide Public School Services as needed for the 2024-2025 School Year - Att #L1 and Att L2 - Services and Rates
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve retaining the services of Hunterdon County Educational Services Commission (ESC) on an as-needed basis for Public School Services during the 2024-2025 school year.

M. Approval of Paraprofessionals from Hunterdon County ESC for the Regular School Year 2024-2025 - Att #M
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve paraprofessionals (as needed) from Hunterdon County Educational Services Commission (HCESC) for the regular school year for 2024-2025 at the rate of $29.10 per hour, per paraprofessional. The district will be billed monthly. Effective September 1, 2024 through June 30, 2025.

(There was no item N on the posted Board Agenda. Items O - R were reassigned as N - Q).

N. ~~O.~~ Approval of an Agreement with R & L Data Centers as Payroll Management and Processing Services for the 2024-2025 School Year
BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve an Agreement with R & L Data Centers, LLC for Payroll Management and Processing Services for the 2024-2025 School Year.. The per payroll charge is $415.00. There are no additional quarterly charges; if additional payrolls are requested beyond the regular scheduled payrolls, they will be prepared at a fixed cost of $415 per payroll. W-2 preparation and filing costs will be $150 plus $8.00 per each W-2 prepared; and 1099 preparation and filing costs will be $150 plus $8.00 per each 1099 prepared. The term of this agreement begins on July 1, 2024 and ends on June 30, 2025.

O. ~~P.~~ Accept Donation from Bethlehem Township PTA
BE IT RESOLVED that the Board accept the donation, with gratitude, from the BTPTA in the amount of $2,220.00 to be used towards class field trips.

P. ~~Q.~~ Accept Donation from Bethlehem Township Recreation Department
BE IT RESOLVED that the Board accept the donation, with gratitude, from Bethlehem Township Recreation Department of two sets of soccer goals.

Q. ~~R.~~ Approval of New Jersey Child Assault Prevention Program for 2024-2025 School Year
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the New Jersey Child Assault Prevention Program Application and Anti-Bullying Program Application for the 2024-2025 School Year as per the information below.. The NJ Child Assault Prevention Program fulfills the Erin's Law compliance requirement.

Program	District Contribution	State Contribution
Elementary CAP Program (Conley)	No cost to District	$1,164.00
Teen CAP Program (Hoppock)	No cost to District	$628.00
Bullying Prevention Program (Conley)	No cost to District	$2,303.00

Motion by Mr. Gregor, seconded by Mr. Glazar to approve Finance items A - Q. On a roll call vote, items A-Q were approved as follows: 7-0-0 (aye Glazar, Gregor, Hale, Holmes, Seibert, Yager, MacDonnell).

XV. PERSONNEL

Committee Members: Thomas Gregor, Michael Hale and Jennifer Seibert

A. Acceptance of Letter of Resignation for Purposes of Retirement

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, accept the resignation of the following staff member for purposes of retirement:

Name	Effective Date
Janine Bitters	June 30, 2024

B. Acceptance of Letter of Resignation

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, accept the resignation of the following staff member:

Name	Effective Date
Erin Baehr	June 30, 2024
Brian Latzke	June 30, 2024
Brittany Meeter	June 30, 2024

C. Approval of Leave of Absence Request

BE IT RESOLVED that the Board, upon the recommendation of the Chief School Administrator, approve the following leave of absence request for the 2023/2024 school year.

Employee	Type of Leave	Paid Leave Dates	Unpaid Leave with Benefits if Applicable	Unpaid Leave w/o Benefits	Return Date
8120	Medical/ FMLA/NJFLA	4/5/24 - 4/18/24	N/A	N/A	4/19/24
7847	Medical/ FMLA/NJFLA	4/15/24 - 4/26/24	N/A	N/A	4/27/24
8113	Medical/ FMLA/NJFLA	N/A	3/4/24 - 3/26/25 (intermittent)	N/A	3/27/25

7843	Medical/ FMLA/NJFLA	N/A	8/21/24 - 11/22/2024	N/A	11/25/2024
7987	Medical/ FMLA/NJFLA	N/A	N/A	5/13/24-6/7/24	8/19/2024

D. Approval of Summer 2024 Special Education Extended School Year (ESY) Program
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the Special Education Extended School Year Program (ESY). The program will run from June 26, 2024 through August 1, 2024 (Tuesday through Thursday) from 9:00 a.m. to 12:00 p.m.

E. Approval of Staff for Summer 2024 Special Education Extended School Year (ESY)Program
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the following staff for Summer Camp and ESY Nurse, and the Special Education Extended School Year Program:

- Cynthia Arancio, School Nurse for ESY and Summer Camp - $45.00 per hour
- Lindianne DeSavino - ESY Preschool Disabled Teacher - $45.00 per hour
- Angela Kelly - ESY Special Education Teacher for Primary grades - $45.00 per hour
- Charity Dilts - ESY Special Education Teacher for Intermediate grades - $45.00 per hour

F. Approve Additional Hours needed for Summer 2024 for Child Study Team Members
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve additional hours over the 2024 summer months to conduct IEP meetings and evaluations for the staff members listed below. The request is for up to a maximum of 5 days (35 hours) for each CST Staff member listed below at their per diem rate.
1). Debra Baumann, Social Worker at hourly rate of $64.18
2). Lauren Hunt, Learning Disabilities Teacher Consultant at hourly rate of $49.13
4). Alison Ciocon, Speech/Language Specialist at hourly rate of $65.49

G. Approval of all interested Certificated Staff for Summer IEP Meetings
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve all certificated staff that are interested (as needed) to participate in Summer IEP Meetings at $45.00 per hour.

H. Approval of Summer DIBELS Academy positions for Summer 2024
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve Meghan Dagostino and Gabrielle MacQueen, as Dibels Interventionists at $45.00 per hour for the Summer DIBELS Academy Program at Conley School from 9:00 a.m. to 11:30 a.m. on the following dates: July 2-3, July 9-11 and July 16-18, 2024. Funded by ESSER grant.

I. Reappointment of Non-Tenured Certificated Staff for the 2024-2025 School Year
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, renew the employment of the following non-tenured certificated teaching staff members for the 2024-2025 school year: (Salaries will be adjusted upon ratification of the BTEA Association Contract for the 2024-2025 school year)

Last Name	First Name	Year	Status (10 Month)	Level	Step	Salary
Byk	Leah	2	1.0 FTE	BA	6	$60,639
Crisafi	Cara	2	0. 5 FTE	BA 15	4	$29,495
Gordon	Ross	2	1.0 FTE	MA	2	$57,589
Hunt	Lauren	3	1.0 FTE	MA 30	7	$68,789
Intrabartolo	Kimberly	3	1.0 FTE	BA	6	$60,639
Kipp	Jordan	2	1.0 FTE	BA	1	$52,889
MacQueen	Gabrielle	4	1.0 FTE	BA 15	3	$57,489
MacQueen	Karl	2	1.0 FTE	BA	1	$52,889
Michalski	Stacey	3	1.0 FTE	BA	10	$67,989
Minerowicz	Cailla	2	1.0 FTE	MA	7	$65,589
Nyce	Maryellen	2	1.0 FTE	MA	3	$59,089
Panfilo-Milza	Francesca	3	1.0 FTE	MA	2	$57,589
Petrovski	Kaitlyn	2	1.0 FTE	BA	1	$52,889
Philip	Kylianne	2	1.0 FTE	BA	1	$52,889
Scaturro	Nicholas	3	1.0 FTE	BA 15	9	$67,489
Sebastiani	Francesca	2	1.0 FTE	MA	6	$63,839
Williams	Olivia	2	1.0 FTE	BA	1	$52,889

J. Approval of Volunteer(s) for Summer Camp
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator approve the following high school student to volunteer to assist with the Summer Camp for 2023-2024 School
Year: John Mulhern

Motion by Ms. Yager, seconded by Mr. Hale to approve Personnel items A - J. On a roll call vote, items A-J were approved as follows: 7-0-0 (aye Glazar, Gregor, Hale, Holmes, Seibert, Yager, MacDonnell).

XVI. SCHOOL OPERATIONS

Committee Members: Michael Hale, Daniel MacDonnell and Greg Glazar

A. Approval of the 2024-2025 School Calendar - Att #A

BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the 2024-2025 School Calendar with 181 student days. Teachers will report for the first day on Monday, August 19, 2024 and the first day of school for students will be Thursday, August 22, 2024. The last day of school is tentatively scheduled for Tuesday, June 10, 2025 which includes three (3) emergency/snow days.

B. Acceptance of Fire and Security Drill Reports for the month of March 2024
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, accept the Fire and Security Drills for the month of March for the Thomas B. Conley School and Ethel Hoppock Middle School:

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL
March 2024	TBC	3/27/2024	3/13/2024
March 2024	EHMS	3/13/2024	3/27/2024

C. Approval of Class Trip
BE IT RESOLVED that the Board upon recommendation of the Chief School Administrator, approve the following class trip:

Grades	Where
Preschool-3	Tour and Visit Asbury Post Office, Asbury, NJ and snack/play at Heritage Park afterward

D. Approve Hunterdon County Educational Services Commission (ESC) for Coordinated Transportation Services
WHEREAS, the Bethlehem Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and
WHEREAS, the Hunterdon County Educational Services Commission hereinafter referred to as HCESC offers coordinated transportation services; and
WHEREAS, the HCESC will organize and schedule routes to achieve the maximum cost effectiveness:
NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Bethlehem Township Board of Education as calculated by the billing formula adopted by the HCESC's Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

I. The HCESC will provide the following services:
a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
b. monthly billing and invoices;
c. computer print-outs of student lists for all routes coordinated by HCESC d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
e. constant review and revision of routes;
f. provide transportation as requested on the formal written request; and

It is further agree that the Bethlehem Township Board of Education will provide the HCESC with the following;

a. requests for special transportation on approved forms to be provided by the HCESC,completed in full and signed by previously authorized district personnel;
b. withdrawal for any transportation must be provided in writing and signed by authorized district personal; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost – all additional costs generated by unique requests such as mid – day runs or early dismissals will be borne by the district. All such costs must first be approved by the Bethlehem Township Board of Education.

III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2024 and June 30, 2025.

IV. Entire Agreement – this agreement and constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor's failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

Discussion:

Ms. Holmes inquired about the school calendar and if it could be adjusted or voted upon at the next meeting. Discussion regarding school year start date and school day start and end times. Mr. Abato confirmed the calendar is to align with North Hunterdon's school calendar.

Motion by Ms. Holmes, seconded by Mr. Glazar to approve School Operations items A - D. On a roll call vote, items A-D were approved as follows: 6-1-0 (aye Glazar, Gregor, Hale, Seibert, Yager, MacDonnell; nay Holmes).

XVII. EDUCATION & POLICY

Committee Members: Stephanie Yager, Tom Gregor, & Jenny Holmes

A. Harassment, Intimidation and Bullying (HIB) Report

BE IT RESOLVED, that the Bethlehem Township Board of Education reviewed the Harassment, Intimidation, and Bullying case presented on March 13, 2024, and upheld the findings and/or consequences recommended by the Chief School Administrator:

School	Date of Incident	Report #	Classified HIB Y/N	Additional Action Taken
EHMS	2/7/2024	#19	No	
EHMS	2/12/2024	#20	No	
EHMS	2/20/2024	#21	No	

EHMS	2/28/2024	#22	No	

Motion by Mr. Gregor seconded by Mr. Glazar to approve Education and Policy item A. On a roll call vote, item A was approved as follows: 6-0-1 (aye Glazar, Gregor, Hale, Holmes, Yager, MacDonnell; abstain Seibert).

XVIII. OLD BUSINESS

Discussion about assignment of Board members on committees. Mr. Hale offered his position on Finance/Personnel.

Motion by Mr. Hale seconded by Mr. MacDonnell to appoint Ms. Holmes to the Finance and Personnel Committee. Motion was approved as follows: 6-0-1 (aye Glazar, Seibert, Hale, Holmes, Yager, MacDonnell; abstain Gregor).

XIX. NEW BUSINESS

XX. PUBLIC COMMENTS

Motion by Mr. Hale, seconded by Mr. Glazar to open public comment.

- Liz Malavazi - Support of Preschool expansion. Could 5th grade be moved to Hoppock?
- Keri O'Connor - Wanted district to see that there is support for the Preschool aid application.

Seeing no further comments from the public, Mr. MacDonnell called for a motion to close public comment. Motion by Mr. Hale, seconded by Ms. Holmes to close public comment.

XXI. EXECUTIVE SESSION (If necessary)

XXII. GOOD OF THE ORDER

Ms. Holmes asked about security measures at school that prevent students from bringing weapons into the building.

XXIII. NOTEWORTHY DATES:

1. May 8, 2024 - Architect Presentation - EHMS Library/STEAM RM. - Public meeting begins at 7:00 p.m.
2. May 15, 2024 - Regular Meeting of the Board of Education - EHMS Library/STEAM RM. - Public

meeting begins at 7:00 p.m.

XXIV. ADJOURNMENT

Motion by Ms. Yager, seconded by Mr. Hale to adjourn. On a voice vote, all were in favor. Meeting adjourned at 9:12 p.m..

Respectfully submitted,

Brian Latzke

Brian Latzke
School Business Administrator/Board Secretary

Approved 5/15/24