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

REGULAR MEETING AGENDA
WEDNESDAY, SEPTEMBER 16, 2026 at 6:30 p.m.
Ethel Hoppock Middle School - Library/STEAM Room

I. CALL TO ORDER

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: 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

Ms. Brittany Friedel	Mr. Greg Glazar	Mr. Thomas Gregor	Ms. Erin Roop	Ms. Jennifer Seibert	Ms. Stephanie Yager	Mr. Daniel MacDonnell

MOTION by_____, seconded by_____, to return to public session.

EXECUTIVE SESSION #1
MOTION by_____, seconded by_____ for the Board to enter closed Executive Session.

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 _____ 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_____, seconded by_____, to return to public session.

V. CORRESPONDENCE

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.

MOTION by_____, seconded by_____, to close public comment..

VII. MINUTES - M1

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

August 19, 2026 Regular Meeting Minutes

Discussion:

	Ms. Brittany Friedel	**Mr. Greg Glazar**	**Mr. Thomas Gregor**	**Ms. Erin Roop**	**Ms. Jennifer Seibert**	**Ms. Stephanie Yager**	**Mr. Daniel MacDonnell**
Motion							
Aye							
Nay							
Abstain							
Absent							

VIII. SCHOOL BOARD PRESIDENT REPORT

IX. SUPERINTENDENT REPORT

- **District Goal Discussion**

X. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

XI. FINANCE

Committee Members: Brittany Friedel, Thomas Gregor, Jennifer Seibert

A. Approval of Bills List - *(Attachment Bills List)*
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 August 20, 2026 through September 16, 2026 for a total amount of $1,125,345.74 which included two payrolls:

August 28, 2026	58,590.26
September 15, 2026	253,286.29

B. Acceptance and Approval of Board Secretary's Report for the month of July 2026 *(Attachment July Board Secretary Report and July Cash Reconciler Report)*

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for July 2026, and after review of the Board Secretary's and July 2026 Cash Reconciler'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. Acceptance and Approval of Board Secretary's Report for the month of August 2026 *(Attachment August Board Secretary Report and August Cash Reconciler Report)*

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for August 2026, and after review of the Board Secretary's and August 2026 Cash Reconciler'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).

D. Approve Line Item Transfers for the month of August *(Attachment August Transfers)*
BE IT RESOLVED that the Board approve the line item transfers for August 1, 2026 through August 31, 2026 in the amount of $6,504.50

E. Approval of Participation in Coordinated Transportation with Hunterdon County Educational Services Commission
WHEREAS, the Bethlehem 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% as presented to the Bethlehem 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 agreed that the Bethlehem 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 personnel; 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 Board of Education. Hunterdon County Educational Services Commission 37 Hoffmans Crossing Road Califon, New Jersey 07830 Phone: (908)439-4280 Fax: (908) 975-3753 Corinne Steinmetz, Superintendent Heidi Gara, SBA/Board Secretary
III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2026 and June 30, 2027.
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.

F. Approval of Withdrawal and Appropriation of Maintenance Reserve
BE IT RESOLVED, upon the recommendation of the Superintendent and the Board of Education, the Bethlehem Township School District authorizes to withdraw Maintenance reserve funds in the amount of $80,000 and appropriate funds for paving and curb and sidewalk repair at Ethel Hoppock Middle School.

G. Acceptance of PTA Donation for scoreboard
BE IT RESOLVED, that the Board upon recommendation of the Superintendent, accept the monetary donation of $567.50 from the Bethlehem Township PTA to go toward the purchasing of a new Scoreboards Control Console.

H. Approval of Board, staff workshop attendance and travel expenditures
BE IT RESOLVED that the Board, upon recommendation of the Superintendent, 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	Program/Location	Cost	Mileage	Lodging	Meals and Incidentals
Monthly - 26-27 SY	Edward Abato	Hunterdon County Association of School Administrators (HCASA) Meetings at Hunt. Cty. Ed. Services Commission, Califon, NJ	n/a	TBD	n/a	n/a
Monthly - 26-27 SY	Edward Abato	Hunterdon County NH-V Articulation Meetings, North Hunterdon HS, Annandale, NJ	n/a	TBD	n/a	n/a
Oct. 19, 2026	Thomas Brotzman	NJ Council for Soc. Studies Sponsored by Rutgers Univ. Piscataway, NJ	$90.00	$33.84	n/a	n/a
Oct. 19, 2026	Louis Pilato	NJ Council for Soc. Studies Sponsored by Rutgers Univ. Piscataway, NJ	$90.00	n/a	n/a	n/a
Oct. 19, 2026	Kenneth Bobal	NJ Council for Soc. Studies Sponsored by Rutgers Univ. Piscataway, NJ	$90.00	n/a	n/a	n/a
Oct. 19-22, 2026	Edward Abato	NJ School Boards Association (NJSBA) Convention, Atlantic City, NJ	$343.00	$156.56	$451.50	$238.00
Oct. 19-22, 2026	Board Members: Dan MacDonnell, Tom Gregor & Jennifer Seibert	NJ School Boards Association (NJSBA) Convention, Atlantic City, NJ	$343.00	TBD	$451.50	$238.00
Oct. 19-22, 2026	Interim BA	NJ School Boards Association (NJSBA) Convention, Atlantic City, NJ	$343.00	TBD	$451.50	$238.00
Oct. 19-22, 2026	Stuart Schendel	NJ School Boards Association (NJSBA) Convention, Atlantic City, NJ	$343.00	TBD	$451.50	$238.00
Oct. 19-22, 2026	Bree Robinson	NJ School Boards Association (NJSBA) Convention, Atlantic City, NJ	$343.00	TBD	$451.50	$238.00
Oct. 22 & 23, 2026	Emily Kramer	NJ Annual Autism Conference, Atlantic City, NJ	No cost	$112.80	$133.17 Tolls & parking - $21.00	$102.00

Oct. 22 & 23, 2026	Angela Kelly	NJ Annual Autism Conference, Atlantic City, NJ	No cost	$125.96	$133.17 Tolls & parking - $21.00	$102.00
Oct. 26 & 27, 2026	Heather Radcliffe-McGinnis	NJAHPERD (NJ Assoc. For Health, Phys. Ed., Recreation & Dance) Lake Conference, Johnsonburg, NJ	$235.00	41.17	n/a	n/a
Oct. 29, 2026	Alison Ciocon	Workshop - Protecting Students in the Digital Realm, Cornerstone Day School, Cranford, NJ	No cost	n/a	n/a	n/a
Dec. 2, 2026	Stacey Michalski	Workshop - Enjoy Thinking: Fluency Beyond Algorithms, Rutgers Uni. Conference Center, New Brunswick, NJ	$100.00	$33.37	n/a	n/a
Feb. 24-28, 2027	Edward Abato	AASA'S NCE Conference, Atlanta, GA	$1,025.00	$720.99	$1,597.30	$387.00

I. Approval of Class Trips for the 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following class trips:

Date(s)	Grades	Where	Bus provided by/cost
October 2026	7th Grades	Musconetcong Watershed Association, Asbury, NJ	One bus - two runs Quotes being obtained
November 2026	4th & 5th grades. Band & Strings students	North Hunterdon High School Meet and practice with high school ensemble, Route #31, Annandale, NJ	One bus - Bus Quotes being obtained
January 2027	8th Grades	Bridge Competition - North Hunterdon HS, Annandale, NJ	One bus - Bus Quotes being obtained

Discussion:

	Ms. Brittany Friedel	**Mr. Greg Glazar**	**Mr. Thomas Gregor**	**Ms. Erin Roop**	**Ms. Jennifer Seibert**	**Ms. Stephanie Yager**	**Mr. Daniel MacDonnell**
Motion							
Aye							
Nay							

Abstain							
Absent							

XII. PERSONNEL

Committee Members: Brittany Friedel, Thomas Gregor, Jennifer Seibert

A. Approve Contracts for 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve contract(s) for the following individual(s) for the 2026-2027 school year as per the agreement between the Bethlehem Township Board of Education and the Bethlehem Township Education Association (BTEA) subject to further investigation pursuant to law:

Name	Level	Step	Salary	Position	Start Date
Sherrie Bulger	BA	12	$74,494 (pro-rated)	Long Term Substitute Kindergarten Teacher	8/24/2026 to 01/2027 (approx.)
Gabriella Conceicao	BA	1	$60,114 (pro-rated)	Long Term Substitute Special Education Teacher	9/8/2026 to 12/18/2026 (approx.)

B. Approval of Movement Across the Guide

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve Movement Across the Guide for the following staff member:

Staff Member	Column Advancement	Current Step/Salary	Step/Salary	Effective Date
Maryellen Nyce	MA to MA +15	Step 6 - $67,119	Step 6 - $69,019	September 1, 2026

*Based on BTEA Agreement for 2024-2027)

C. Approval of Staff Flu Clinic in September 2026

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the Flu Clinic to be offered for Conley and Hoppock School staff members after school on Monday, September 28, 2026. The Flu Clinic is sponsored by the Clinton Shop-Rite Pharmacy and there is no cost to staff members.

D. Approval of Stipend Advisors for the 2026-2027 School Year

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve the following stipend advisors for the 2026-2027 School Year:

Staff Member	Stipend Activity	Amount
Sarah Lampariello	Student Council - Conley	$1,543.50
Charity Dilts	Student Council - Hoppock	$1,543.50

Charity Dilts	Homework Help - Writing Workshop	$1,400.00
Kimberly Intrabartolo	Homework Help - Science	$1,400.00
Thomas Brotzman	Debate Club Advisor	$599.55
Cailla Minerowicz	Conley Drama Club Director	$2,625.00
Cailla Minerowicz	Hoppock Drama Club Director	$2,625.00
Kimberly Intrabartolo	Faculty Advisor - Related Arts	$1,000.00
Michael Wilpiszeski	Faculty Advisor - Grades 6-8	$1,000.00
Lindianne DeSavino	Faculty Advisor - Grades PreK-2	$1,000.00
Kaitlyn Petrovski	Faculty Advisor - Grades 3-5	$1,000.00
Rebecca Billera	Faculty Advisor - Related Services	$1,000.00
Eddie Grannis	Ecology Club	$599.55
Eddie Grannis	Chess Club	$599.55

E. Approval of Morning Duty Coverage for the 2026-2027 School Year

BE IT RESOLVED that the Board upon the recommendation of the Superintendent, approve the following staff to serve as morning/afternoon bus and drop off duty teachers at Ethel Hoppock Middle School for 30 minutes per day at a rate of $25.00/hour, starting August 27, 2026:

Staff Members	Staff Members
Charity Dilts	Kenneth Bobal
Kimberly Intrabartolo	Michael Wilpiszeski

F. Acceptance of Letter of Resignation

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

Name	Effective Date
Kirby Hendershot	October 23, 2026

G. Acceptance of Letters of Resignation for Purposes of Retirement
BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the resignation of the following staff members for purposes of retirement:

Name	Effective Date
Reinaldo Morales	November 13, 2026
Margaret Andrews	December 31, 2026

H. Approval of Unaffiliated Staff for the 2026-2027 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve a contract for the following individual for the 2026-2027 school year (subject to further investigation pursuant to law).

Name	Position	Salary	Effective Date
Timothy Hinkle	Custodian - Full time - 12 month	$40,000.00	9/28/2026 (approximately)

I. Approval of Homebound Instructor
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following candidate as a homebound instructor at $50.00 per hour (subject to further investigation pursuant to law).

Name	Certificate
Maya Markowicz	Standard - Elementary Teacher - K-6

Discussion:

	Ms. Brittany Friedel	Mr. Greg Glazar	Mr. Thomas Gregor	Ms. Erin Roop	Ms. Jennifer Seibert	Ms. Stephanie Yager	Mr. Daniel MacDonnell
Motion							
Aye							
Nay							
Abstain							
Absent							

XIII. SCHOOL OPERATIONS

Committee Members: Daniel MacDonnell, Greg Glazar, Jennifer Seibert

A. Approval of District Goals for the 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the District Goals for the 2026-2027 School Year. *(Attachment District Goals*)

B. Acceptance of Fire and Security Drill Reports for the Month of August 2026
BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the Fire and Security Drill Reports for the month of August for the Ethel Hoppock Middle School:

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL
August 2026	TBC		
August 2026	EHMS	08/31/2026	08/13/2026

Discussion:

	Ms. Brittany Friedel	Mr. Greg Glazar	Mr. Thomas Gregor	Ms. Erin Roop	Ms. Jennifer Seibert	Ms. Stephanie Yager	Mr. Daniel MacDonnell
Motion							
Aye							
Nay							
Abstain							
Absent							

XIV. EDUCATION & POLICY

Committee Members: Stephanie Yager, Tom Gregor, Erin Roop

Discussion:

	Ms. Brittany Friedel	Mr. Greg Glazar	Mr. Thomas Gregor	Ms. Erin Roop	Ms. Jennifer Seibert	Ms. Stephanie Yager	Mr. Daniel MacDonnell
Motion							
Aye							
Nay							
Abstain							
Absent							

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. PUBLIC COMMENTS

MOTION by_____, seconded by_____ for the Board to open Public Comments.

MOTION by_____, seconded by_____ for the Board to close Public Comments.

XVIII. EXECUTIVE SESSION (If necessary)

MOTION by_____, seconded by_____ for the Board to enter closed Executive Session.

Voice vote

MOTION by_____, seconded by_____.

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 _____ to discuss the following: _____

BE IT FURTHER RESOLVED that the Board of Education may 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_____, seconded by_____ for the Board to reconvene public session.

XIX. GOOD OF THE ORDER

XX. NOTEWORTHY DATES:

1. October 28, 2026 - Regular Board of Education Meeting - EHMS Library/STEAM RM. - Public meeting begins at 6:30 p.m.

XXI. ADJOURNMENT

MOTION TO ADJOURN by_____, seconded by_____.