

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MEETING MINUTES

**Thursday, July 23, 2020 Meeting
6:00PM**

A. CALL TO ORDER AND FLAG SALUTE

Mr. Cook called the meeting to order at 6:01 pm.

B. ROLL CALL by Matthew P. Herzer, Business Administrator

Present: Mr. Cook, Mrs. Gerhardt, Mrs. Inscho, Mr. Karolchyk, Ms. Klein, Mrs. McElroy, Mrs. Rolph, Mrs. Shaffer and Mrs. Sikkes

Absent: None

C. READING OF MISSION STATEMENT by Mr. Cook, Board President

In partnership with home and community, Blairstown Elementary School is dedicated to the mission of providing an engaging, comprehensive education.

A passion for learning is ignited through an enriched learning environment. While celebrating individuality, our students develop confidence, competence and character.

All students have the opportunity to achieve their highest potential on a quest of lifelong learning to succeed in a global, 21st century.

D. EXECUTIVE ORDER 103

BE IT RESOLVED, that the Blairstown Township Board of Education hereby approves the suspension of its normal meeting procedures pursuant to By-Law 131, and authorized this meeting to be conducted as a virtual meeting, as described in the Statement of Public Notice, due to the public health emergency declared in Executive Order 103.

Voice Vote:

Motion by Mrs. Shaffer, second by Mrs. Rolph, motion carried.

Against: None

Abstained: None

Absent: None

E. PRESENTATIONS

- Presentation by the Ridge and Valley Conservancy to present proposal to purchase the Lambert Road Property
 - Mr. Green and Mr. Cance presented an offer to purchase the Lambert Road Property to the board.

F. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

June 11, 2020 – Regular Meeting Minutes

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. Gerhardt, motion carried.

Against: None

Abstained: None

Absent: None

G. NEW BUSINESS

1. Superintendent's Update
 - a. Mr. Saalfield gave an update regarding the reopening plan for the Blairstown Elementary School. He noted that per the Governor's guidelines that all schools must reopen in September with an option for parents to choose remote learning only. Mr. Saalfield told the board a re-entry teams were created to collaborate on the reopening plan and the Crisis Team is the same as the Pandemic Response Team. He noted that the school cannot serve all the students at one time, so a hybrid system is needed per the changing CDC guidelines. Mr. Saalfield also noted that some of the plans for Blairstown depend on what the final plan from the North Warren Regional High School is. The completed plan is due to the county office in the next week, once complete, it will be published on the school website and social media accounts.
2. Discussion of making board packets available to board members on a shared Google Drive
 - a. The board had a discussion on whether they would prefer to receive their board packets on a shared Google Drive
3. Discussion of making desks in storage at Vail School available to other districts that may need them
 - a. The board had a discussion on making the desks in storage at the Vail School to other districts and decided to have a vote to approve the disposal.

R21-15 Approval to Dispose of Desks in Storage at the Vail School

BE IT RESOLVED, that the board approved making the student desks in storage the Vail School available to other districts that may want them and are willing to pick them up.

Voice Vote:

Motion by Mrs. McElroy, second by Mrs. Shaffer, motion carried.

Against: None

Abstained: None

Absent: None

H. PUBLIC COMMENTS ON AGENDA ITEMS

The Blairstown Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. As a virtual meeting, the public will be able to observe and participate in the meeting by attending in virtually online.

- Ms. Pfeifer acknowledged Dr. Elias leaving the district and wanted to give her thanks for work for the Blairstown Elementary School, leading the district and providing support and discipline.
- Mr. Lobisch thanked the staff for their work. He asked if there will be masks provided for staff members and if they will be N95 masks. He also asked if parents have to provide masks for their children, where to get them from and what happens if someone is COVID positive.
- Mr. Bennett asked if there will be a question and answer session for the public after the re-entry plan is released.
- Ms. Holyoak asked if there is a deadline for parents to decide if they want to send their children to school or keep them home for remote instruction.
- A parent asked if internet access and devices will be provided if a student has limited access.

I. FINANCE

Resolutions R21-1 through R21-9 will be moved in one roll call vote

R21-1 Authorization for Payment of Bills (Attached)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator approve the bills list as submitted for the dates between June 12, 2020 and July 23, 2020.

Fund 10 – Current Expense	\$815,118.44
Fund 20 – Special Revenue	\$869.97

Fund 60 – Food Service	\$5,485.95
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R21-2 Report of the Treasurer and Board Secretary for April 2020 and May 2020 (Attached)

BE IT RESOLVED, that the Treasurer and Board Secretary’s Financial Reports are in agreement for the month of April 2020 and May 2020, approved by the Board as recommended by the School Business Administrator

R21-3 Certification of Fund Balances

BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-2.11(c) 3, the Board of Education certify that as of April 30, 2020 and May 31, 2020, after review of the Secretary’s monthly financial reports for April 2020 and May 2020 (appropriations section), and upon consultation with the appropriate district officials, Blairstown Township Board of Education is in compliance with N.J.A.C. 6A:23-2.11(c) 4 and shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A23A-16:10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year and we request the Board Secretary to addend a copy of the Secretary’s Report to the minutes.

R21-4 Approve Line Item Transfers (Attached)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approves the budget line item transfers for June 2020.

R21-5 Approve Out of District Tuition Contract with SCESC/Northern Hills Academy for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the out of district tuition contract with SCESC/Northern Hills Academy for Student State ID# 904813061 from September 3, 2020 through June 30, 2021 in the amount of \$58,018.00 for the 2020-2021 school year.

R21-6 Approve Out of District Tuition Contract with Celebrate the Children for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the out of district tuition contract with Celebrate the Children for Student State ID# 867381534 from September 8, 2020 through June 30, 2021 in the amount of \$73,260.00 and extraordinary services from July 1, 2020 through June 30, 2021 in the amount of \$27,000.00 for the 2020-2021 school year.

R21-7 Approve Itinerant Services Contract with Mountain Lakes Board of Education for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the itinerant services contract with Mountain Lakes Board of Education for Student State ID# 8629608513 from July 1, 2020 through June 30, 2021 in the amount of \$6,270.00 for the 2020-2021 school year.

R21-8 Approve Itinerant Services Contract with Mountain Lakes Board of Education for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the itinerant services contract with Mountain Lakes Board of Education for Student State ID# 8665757175 from July 1, 2020 through June 30, 2021 in the amount of \$660.00 for the 2020-2021 school year.

R21-9 Approve Establishment of Petty Cash Funds for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the establishment of petty cash funds for the Superintendent’s office in the amount of \$150.00 and \$75.00 for the office of Special Services.

Motion by Ms. Klein, second by Mrs. Sikkes, all motions carried.

Against: None

Abstained: None

Absent: None

J. PERSONNEL

Resolution R21-10 will be moved in one roll call vote

R21-10 Motion to Rescind Resolution A7 from the June 11, 2020 Board Meeting

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent rescind resolution A7 from the June 11, 2020 board meeting.

Motion by Mrs. Shaffer, second by Mrs. McElroy, motion carried.

Against: Mrs. Inscho, Mrs. Rolph, Mrs. Sikkes

Abstained: None

Absent: None

Resolutions R21-11 through R21-14 will be moved in one roll call vote

R21-11 Motion to Approve the Hourly Rates for Paraprofessionals

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the hourly rates retroactive to July 1, 2020 for the paraprofessional staff below:

Staff Member	Rate
Loren Arvary	\$12.00

Stephanie Ayres	\$12.00
Kelly Burham-Crisman	\$12.00
Chikako Drawbaugh	\$12.00
Kimberly Hill	\$12.00
Elizabeth Marchese	\$12.00
Brooke Moore	\$12.00
Bernadine Pagano	\$12.00
Crystal Sullivan	\$12.00
Karnrawee Timsawatdikul	\$12.00
Andrea Walsh	\$12.00
Anna Van Wattering	\$13.75
Kelly Moore-Finley	\$14.25
Ann Gnall	\$14.50

R21-12 Motion to Approve the Hourly Rates for Paraprofessionals

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve the hourly rates for the following paraprofessional staff to be adjusted retroactively effective July 1, 2020 upon the settlement of the Blairstown Educational Association with an increase no less than the amount settled upon in the final agreement:

Staff Member	Rate
Marciel Herrera	\$14.72
Madeline LoMonaco	\$14.72
Theresa Tausendfreund	\$14.72
Daneen Rivero-Christmas	\$15.67
Robin Bronstein	\$16.04
Tammy Quick	\$16.63
Annamarie Cain	\$16.82
Jan Mondello	\$17.47
Debra Kittle	\$18.29
Mary Beth Pollard	\$18.29
Jeanne Socha	\$20.24

R21-13 Motion to Accept Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to accept the resignation of Elizabeth Marchese, Paraprofessional effective immediately.

R21-14 Motion to Accept Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to accept the resignation of Jenna Sagan, Assistant to the Business Administrator August 12, 2020.

Motion by Mrs. Shaffer, second by Mrs. McElroy, all motions carried.

Against: Mrs. Inscho, Mrs. Rolph Abstained: None Absent: None

R21-16 Motion to Increase Guidance Counselor to Four Days

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to increase the schedule for the guidance counselor from three days to four days, 0.80 FTE at \$70,052 MA 21.

Motion by Mrs. McElroy, second by Mrs. Gerhardt, motion carried.

Against: None Abstained: None Absent: None

R21-16 Motion to Rehire Treasurer of School Monies

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to rehire Lisa Benzaia as treasurer of school monies at \$4,000 for the 2020-2021 school year.

Motion by Mrs. Sikkes, second by Mrs. Gerhardt, motion carried.

Against: None Abstained: None Absent: None

K. CORRESPONDENCE

None.

L. OLD BUSINESS

1. NJSBA Mental Health Report- Summary from Mr. Cook, discussion for possible action
 - a. Mr. Cook announced that there is no funding available. The board discussed increasing the guidance counselor from three days to four days to meet the mental health needs of the students.
2. PEA Grant for Preschool Funding – Will be posted in late May or when it becomes available
3. Teacher Empowerment Training – To be reviewed for possible inclusion in 2020-21 District Professional Development
4. Policy 8600 to be reviewed in July
5. Ad hoc Survey Committee Report – Survey to begin after Negotiations is completed

M. PUBLIC HEARING & PETITION

- Ms. Pelosi acknowledged that the paraprofessionals are an invaluable asset and help in the classroom. She also asked the board to look into the policy regarding the paraprofessionals

N. LEGISLATIVE UPDATE – Mr. Karolchyk

- Mr. Karolchyk announces that Senator Doherty has filed a lawsuit against Governor Murphy for the executive orders that have mistreated the school districts. He also announced that if the Federal Government does not give the State money, school state aid may be further reduced.

O. EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Blairstown Township Board of Education, that it is necessary to meet in executive session to discuss certain items involving:

Real Estate Purchase Proposal
Personnel

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOVLED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. Shaffer to go into executive session at 8:22 PM.

Against: None

Abstained: None

Absent: None

P. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. McElory, second by Ms. Klein to leave executive session at 9:12 PM.

Against: None

Abstained: None

Absent: None

R21-17 Motion to Accept Proposal from the Township of Blairstown to Purchase the Lambert Road Property

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve the sale of the Lambert Road property to the Township of Blairstown without public bidding pursuant to the N.J.S.A. 18A:20-6, subject to attorney review and approval of the contract of sale.

Motion by Mrs. Shaffer, second by Mrs. Inscho, motion carried.

Against: None

Abstained: Mrs. Sikkes

Absent: Mrs. Rolph

Q. ADJOURNMENT

Voice Vote:

Motion by Mr. Karolchyk, second by Mrs. Sikkes to adjourn the meeting at 9:18 PM.

Respectfully submitted,

Matthew P. Herzer

School Business Administrator/Board Secretary