

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MEETING MINUTES

Thursday, December 3, 2020 Meeting

7:00PM



A. CALL TO ORDER

Mr. Cook called the meeting to order at 7:00 pm.

B. FLAG SALUTE

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

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

Absent: Mrs. Shaffer

D. NOTICE OF MEETING

This is a regular Meeting of the Blairstown Township Board of Education. Notice of the time and place of this meeting was provided and copies of that resolution were forwarded to the official newspapers as designated by the Board of Education and to the Township Clerk, and a copy of the notice was posted on the bulletin board of the Board of Education offices as well as on the front door of the Blairstown Elementary School in accordance with the Open Public Meetings Act.

Due to the public health emergency in the State of New Jersey, as declared in Executive Order 103, the Board will be suspending its normal meeting procedures this evening and conducting a virtual meeting. Directions for BOE members for accessing the virtual public meeting were emailed. Members of the public are invited to attend virtually.

E. READING OF MISSION STATEMENT

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.

F. 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. Rolph, second by Mrs. Sikkes

Against: None

Abstained: None

Absent: Mrs. Shaffer

G. SUPERINTENDENT'S UPDATE

Mr. Saalfield reported that confirmation has been received from the State that remote learning during inclement weather can count as a full school day. The numbers for Covid-19 cases are going up, the county is in the orange level (high). Mr. Saalfield also reported that details will come from the county roundtable if the county were to go into the red level. There has been an increased work load for contact tracing per recent guidelines and the administration is committed to keeping the building open for instruction.

H. PRINCIPAL'S REPORT

Dr. Ketch reported that the sixth grade class attended a virtual field trip to the Hudnall Planetarium in Tyler Texas. Miss Pasculli does recorders and other activities with her students in music class. The fifth grade had virtual field trips to the NJ State House that included tours of the Senate Chamber, Assembly, Executive State house and the NJ State Seal.

I. COMMITTEE REPORTS

None

J. RESULTS OF THE NOVEMBER 3, 2020 ELECTION

| Name | Blairstown | Hardwick | Total |
|-------------------------|-------------------|-----------------|--------------|
| Jennifer McElroy | 1,902 | 582 | 2,484 |
| Bradford Van Valkenburg | 1,838 | 550 | 2,388 |
| Jeremy Cook | 146 | 20 | 166 |
| John Karolchyk | 1,917 | 599 | 2,516 |

K. PRESENTATIONS

Kathleen Asher – Superintendent Contract Presentation and Book Dedication

L. 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 virtually online.

None

M. FINANCE

Resolutions R21-72 through R21-73 will be moved in one roll call vote

R21-72 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 November 20, 2020 and December 3, 2020.

| | |
|----------------------------------|---------------------|
| Fund 10 – Current Expense | \$330,804.55 |
| Fund 20 – Special Revenue | \$18,153.35 |
| Fund 60 – Food Service | \$0.00 |
| Grand Total | \$348,957.90 |

R21-73 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 October and November 2020.

Motion by Mrs. Rolph, second by Mrs. McElroy

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. Shaffer

N. EDUCATION

Resolutions R21-74 through R21-76 will be moved in one roll call vote

R21-74 Approve Book for Student Curriculum – Tahled to next meeting

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the book “The Wish Tree” for student curriculum for the 2020-2021 School Year.

R21-75 Approve Bedside Instructional Services

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve Sussex County ESC to provide bedside instructions services at \$69 per hour to student ID # 9028814 for the 2020-2021 School Year.

R21-76 Approve HIB Grade Report

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the attached HIB Grade Report.

Motion by Ms. Klein, second by Mrs. Rolph

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. Shaffer

O. Personnel

Resolution R21-77 will be moved in one roll call vote

R21-77 Approve Movement on Salary Guide

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the request for Kelly Zaleski to move across the salary guide to MA+30 for \$71,055, effective December 1, 2020.

Motion by Mrs. Gerhardt, second by Mrs. Sikkes

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. Shaffer

P. CORRESPONDENCE

None

Q. NEW BUSINESS

1. Reminder for board members to complete their required training
2. Announcement of vacancy on Board of Education

R. OLD BUSINESS

1. Teacher Empowerment Training – Administrative review in January 2021
2. Ad hoc Survey Committee Report – Survey to begin after Negotiations is completed
3. Cluster board services ad-hoc committee

S. PUBLIC HEARING & PETITION

None

T. LEGISLATIVE UPDATE

1. Senate assembly cancelled 11/30 session
2. Nothing for new year

U. 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:

1. Superintendent Contract Parameters

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

Voice Vote:

Motion by Ms. Klein, second by Mrs. Sikkes to go into executive session at 7:52 PM

Against: None

Abstained: None

Absent: Mrs. Shaffer

V. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. Gerhardt, second by Mrs. McElroy to leave executive session at 9:08 PM

Against: None

Abstained: None

Absent: Mrs. Shaffer

W. ADJOURNMENT

Voice Vote:

Motion by Mrs. McElroy, second by Mrs. Gerhardt to leave the meeting at 9:10 PM

Against: None

Abstained: None

Absent: Mrs. Shaffer

Respectfully submitted,

Matthew P. Herzer

School Business Administrator