

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MEETING MINUTES

**Thursday, February 4, 2021 Meeting
7:00PM**



A. CALL TO ORDER

Mr. Cook called the meeting to order at 7:01 pm.

B. FLAG SALUTE

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

Present: Mr. Cook, Mrs. McElroy, Mrs. Gerkhardt, Mrs. Hambos, Mrs. Inscho, Ms. Klein, Mrs. Rolph, Mrs. Sikkes (Arrived at 7:06 pm) and Mr. Van Valkenburg

Absent: None.

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. McElroy, second by Mrs. Gerhardt

Against: None

Abstained: None

Absent: None

G. SUPERINTENDENT'S UPDATE

See attached report.

H. COMMITTEE REPORTS

None.

I. PRESENTATIONS

Mr. Ardito presented an overview of the 2019-2020 CAFR to the Board of Education.

J. PUBLIC COMMENTS ON AGENDA ITEMS

Mrs. Pfeiffer stated that on behalf of the teachers, they appreciate the board. She also stated that due to the effects of Covid-19 and pending budget cuts have impacted the students and the district needs more staff to provide services to students. Families also need reliable internet connects and devices for remote learning.

Mrs. Van Valkenburg stated that she feels that the district needs a resource office. She also asked who is responsible for posting minutes and agendas and wants to be able to read minutes prior to board meetings.

Mrs. Pfeiffer commented that staff members feel safe in the school and that no school is 100% safe, but the board has done a great job regarding security.

Ms. Keneley stated that minutes and agendas need to be posted early. She also stated that there is a need for a resource officer which can provide positive relationships with the students.

Ms. Grippaldi asked what are the skills or training of a resource office, or are they just armed guards?

Ms. Keneley stated that a school resource officer is not just an armed guard.

Mrs. Besser stated that the Blairstown Police department in the past has always had a presence in the building, but their presence has been reduced due to restrictions from Covid-19.

Ms. Coronato asked what the procedure is if a student is exhibiting behavior that is out of place, and what the plans are to respond to behavior.

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.

K. ANNOUNCEMENT OF COMMITTEE ASSIGNMENTS

NEGOTIATIONS

Jeremy Cook, Chair

POLICY

Jennifer McElroy, Chair

Michelle Gerhardt
Jennifer McElroy
Karen Klein

Shanna Sikkes
Rosette Inscho
Sotie Hambos

CURRICULUM

Michelle Gerhardt, Chair
Shanna Sikkes
Jeremy Cook
Nicole Rolph

BUILDINGS & GROUND

Rosette Inscho, Chair
Shanna Sikkes
Sotie Hambos
Brad Van Valkenburg

FINANCE

Jeremy Cook, Chair
Michelle Gerhardt
Jennifer McElroy
Karen Klein

PLANNING

Nicole Rolph, Chair
Karen Klein
Brad Van Valkenburg
Sotie Hambos

Research Survey

Jennifer McElroy, Chair
Nicole Rolph
Brad Van Valkenburg
Rosette Inscho

Security

Michelle Gerhardt, Chair
Jeremy Cook
Rosette Inscho
Shanna Sikkes

NJSBA LEGISLATIVE REP

Dr. Patrick Ketch

L. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

- December 22, 2020 – Special Meeting Minutes
- December 22, 2020 – Executive Session Minutes
- January 7, 2021 – Reorganization & Regular Meeting Minutes
- January 7, 2021 – Executive Session Minutes

Voice Vote:

Motion by Mrs. McElroy, second by Mrs. Hambos

Against: None

Abstained: None

Absent: None

M. FINANCE

Resolutions R21-86 through R21-91 and R21-100 will be moved in one roll call vote

R21-86 Authorization for Payment of Bills (Attached)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator to approve the bills list as submitted for the dates between January 8, 2021 and February 4, 2021.

Fund 10 – Current Expense	\$835,348.95
Fund 20 – Special Revenue	\$27,709.43
Fund 60 – Food Service	\$9,371.78
Grand Total	\$872,430.16

R21-87 Approve Line Item Transfers (Attached)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, to approve the budget line item transfers for January 2021.

R21-88 Report of the Treasurer and Board Secretary for December 2020 (Attached)

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

R21-89 Accept Donation

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept a donation of \$150.00 from the Blair Woman’s Club to purchase books for Kindergarten and First Grade Students.

R21-90 Approve SEMI Waiver Request

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the SEMI waiver request for the 2021-2022 school year.

R21-91 Accept CAFR for the 2019-2020 Year

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept the Comprehensive Annual Financial Report for the year ended June 30, 2020 and the Report of Administrative Findings, Financial Compliance and Performance with one recommendation, and Corrective Action Plan:

Administrative Practices and Procedures – No recommendations

Financial Planning, Accounting, and Reporting – The district shall document and implement internal controls sufficient to ensure safe and proper use of the purchase order

system and mitigate the potential for fraud and abuse. This includes documented approval by district officials and the board of education.

School Purchasing Programs – No recommendations

School Food Service – No recommendations

Student Body Activities – No recommendations

Application for State School Aid – No recommendations

Pupil Transportation – No recommendations

Facilities and Capital Assets – No recommendations

Miscellaneous – No recommendations

Status of Prior Year Audit Findings/Recommendations – Not applicable

R21-100 Approve Tentative Budget Schedule

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the attached Tentative Budget Schedule for the 2021-2022 budget.

Motion by Mrs. Sikkes, second by Mrs. McElroy

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

N. CORRESPONDENCE

Dr. Ketch read a letter from the Blair Women’s Club regarding the donation to the Board of Education.

O. NEW BUSINESS

None.

P. OLD BUSINESS

1. Teacher Empowerment Training – Administrative review in January 2021
2. Ad hoc Survey Committee Report – Move to end of school year.
3. Cluster board services ad-hoc committee

Q. PUBLIC HEARING & PETITION

None.

R. LEGISLATIVE UPDATE

None.

S. 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:

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 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 Mrs. Sikkes, second by Mrs. Gerckhard to go into executive session at 8:07 pm.

T. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. McElroy, second by Ms. Klein to leave executive session at 8:49 pm.

U. PERSONNEL

Resolutions R21-92 through R21-98 will be moved in one roll call vote

R21-92 Accept Resignation

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept the resignation of Miguel Matos, part time custodian effective February 12, 2021.

R21-93 (Item was duplicate of R21-92)

R21-94 Approve Maternity Leave

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept the maternity leave of Katie Untamo beginning May 10, 2021, utilizing 25 accumulated sick days for the remainder of the 2020-2021 School Year with a return date contingent upon the approval of the 2021-2022 School Year calendar.

R21-95 Accept Withdrawal from Position

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept the withdrawal of Margaret Saalfield from the paraprofessional position offered January 7, 2021.

R21-96 Approve Hiring of Principal

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the hiring of Colleen Silvestri as Principal for a salary of \$108,000.00 prorated to April 6, 2021.

R21-97 Approve Paraprofessional Hourly Rates

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following hourly rates for paraprofessionals to be paid retroactively to July 1, 2020 for the 2020-2021 School Year.

Name	Rate
Marciel Herrera	\$15.20
Madeline Lo Monaco	\$15.20
Theresa Tausendfreund	\$15.20

Daneen Rivero-Christmas	\$16.18
Robin Bronstein	\$16.56
Tammy Quick	\$17.17
Annamarie Cain	\$17.37
Jan Mondello	\$18.04
Debra Kittle	\$18.88
Mary Beth Pollard	\$18.88
Jeanne Socha	\$20.90

R21-98 Approve Salaries of Non-Union Salaried Staff

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following employee salaries for to be paid retroactively to July 1, 2020 for the 2020-2021 School Year.

Name	Salary	Longevity	Total Salary
Kathleen Welsh	\$100,686.30		\$100,686.30
Marissa Hardy	\$25,812.50		\$25,812.50
Colomba Kampfe	\$56,071.98	\$250.00	\$56,321.98
Margaret Scialla	\$46,762.96		\$46,762.96
Sally Smigel	\$36,035.28	\$500.00	\$36,535.28
Thomas Amalfitano	\$61,500.86		\$61,500.86
Grace Castellano	\$37,368.24	\$500.00	\$37,868.24
Terry Gochmonosky	\$25,130.02		\$25,130.02
Richard Walters	\$40,732.13		\$40,732.13

Motion by Mrs. McElroy, second by Mrs. Sikkes

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

V. SECURITY

Resolutions R21-99 will be moved in one roll call vote

R21-99 Approve School Resource Officer for the 2021-2022 School Year [Tabled until budget figures are available]

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the hiring of a School Resource Officer for the 2021-2022 School Year in the amount of \$50,000.00.

W. PUBLIC COMMENT

Mrs. Welsh congratulated Mrs. Silvestri and welcomed her to the Blairstown Elementary School.

X. ADJOURNMENT

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. Gerhardt to leave the meeting at 8:54 pm.

Against: None

Abstained: None

Absent: None