

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

**[www.blairstownelem.net](http://www.blairstownelem.net)**

## **MEETING MINUTES**

**Thursday, December 16, 2021 Meeting**

**7:00PM**



### **A. CALL TO ORDER**

Mr. Cook called the meeting to order at 7:03 pm.

### **B. FLAG SALUTE**

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

Present: Mr. Cook, Mrs. Gerhardt, Mrs. Hambos, Mrs. Inscho, Ms. Klein, Mrs. McElory, Mrs. Rolph, Mrs. Sikkes 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.

### **E. SUPERINTENDENT'S UPDATE**

See attached report.

## **F. PRINCIPAL'S UPDATE**

See attached report.

## **G. COMMITTEE REPORTS**

Mrs. McElroy reported that the policy committee met to review several policies from the state.

## **H. PRESENTATIONS**

Mr. Herzer presented the dedication of library books for Mrs. Inscho and Mrs. Rolph for their years of service to the board.

## **I. PUBLIC COMMENTS ON AGENDA ITEMS**

Ms. Diego asked if more advertising could be done to let the public know when an upcoming board meeting is.

## **J. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

December 16, 2021 – Regular Meeting Minutes

### **Voice Vote:**

Motion by Mrs. Sikkes , second by Ms. Klein

Against: None

Abstained: Mrs. McElroy

Absent: None.

## **K. FINANCE**

*Resolutions R22-71 through R22-76 will be moved in one roll call vote*

### **R22-71 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 November 19, 2021 and December 16, 2021.

<b>Fund 10 – Current Expense</b>	<b>\$847,420.57</b>
<b>Fund 20 – Special Revenue</b>	<b>\$27,029.30</b>
<b>Fund 60 – Food Service</b>	<b>\$17,804.83</b>
<b>Grand Total</b>	<b>\$892,254.70</b>

**R22-72 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 November 2021.

**R22-73 Reports of the Treasurer and Board Secretary (Attached)**

**BE IT RESOLVED**, that the Treasurer and Board Secretary’s Financial Reports are in agreement for the months of July, August, September, October and November 2021, approved by the Board as recommended by the School Business Administrator.

**R22-74 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 November 30, 2021, after review of the Secretary’s monthly financial reports for July, August, September, October and November 2021 (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.

**R22-75 Approve the Submission of Certification for Funding by the NJSDA and NJDOE**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the submission of certification for funding by the NJSDA and NJDOE for emergent and capital maintenance needs.

**R22-76 Accept the NJSDA and NJDOE Emergent Capital Maintenance Needs Funds**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the NJSDA and NJDOE emergent and capital maintenance needs funds in the amount of \$10,000.00.

Motion by Mrs. McElroy, second by Mrs. Hambos

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None.

Absent: None.

**L. PERSONNEL**

*Resolutions R22-77 through R22-86; R22-91 through R22-92 will be moved in one roll call vote*

**R22-77 Approve Substitute Custodian**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Agnes Hatziorfanos as a substitute custodian at \$14.00 per hour for the 2021-2022 School Year, pending the results of a criminal background check.

**R22-78 Approve Substitute Teacher**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Joanne Obara-Palmer as a substitute teacher for the 2021-2022 School Year.

**R22-79 Approve Substitute Nurse**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Christine Rodesiler as a substitute nurse for the 2021-2022 School Year.

**R22-80 Approve Stipend Positions**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the following stipend positions for the 2021-2022 School Year:

<b>Name</b>	<b>Position</b>	<b>Amount</b>
Lisa Besser	Assistant Ski Advisor	\$1,200.00

**R22-81 Approve List of Staff Members as Substitutes**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following list of staff members as substitutes for the 2021-2022 School Year at \$40.00 per diem.

<b>Last Name</b>	<b>First Name</b>	<b>Position</b>
MacDonough	Sydney	Substitute Teacher – Pending Certification
Russo	Corey	Substitute Teacher
Winebarger	Hanna	Substitute Teacher

**R22-82 Approve Hiring of Maternity Leave Replacement Teacher**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the hiring of Isabelle Becker, Maternity Leave Replacement Teacher, at BA Step 1 from December 17, 2021 to June 15, 2022 prorated in the amount of \$53,935.00.

**R22-83 Approve Mentor for Superintendent**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve Bob Magnuson as mentor for Dr. Patrick Ketch in the amount of \$2,500.00:

**R22-84 Approve Hourly Rate Increase for Paraprofessional**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the hourly rate increase for Anna Van Wettering to \$14.41 effective January 1, 2022.

**R22-85 Approve Hourly Rate Increase for Paraprofessional**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the hourly rate increase for Kelly Moore-Finley to \$14.93 effective January 1, 2022.

**R22-86 Approve Hourly Rate Increase for Paraprofessional**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the hourly rate increase for Ann Gnall to \$15.50 effective January 1, 2022.

**R22-91 Approve Musical Theater Assistant**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve Maureen Konecnik as Musical Theater Assistant in the amount of \$720.00 for the 2021-2022 School Year.

**R22-92 Accept Resignation**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the resignation of Elizabeth Marchese, effective January 15, 2022.

Motion by Mrs. Rolph, second by Mrs. McElroy

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: Mrs. Hambos on R22-77.

Absent: None.

**M. EDUCATION**

*Resolution R22-87 through R22-89 will be moved in one roll call vote*

**R22-87 Approve HIB Report**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the attached HIB reports.

**R22-88 Approve School Calendar for the 2022-2023 School Year**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the attached school calendar for the 2022-2023 School Year.

**R22-89 Approve District Performance Review**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the District Performance Review.

Motion by Ms. Klein, second by Mrs. McElroy

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None.

Absent: None.

**N. FACILITIES**

*Resolutions R22-90; R22-93 will be moved in one roll call vote*

**R22-90 Approve Tentative Facility Use Requests**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the facility use requests for the following groups:

Name	Organization	Requested Date
Christine Malcolm	PTG	Lobby 12-2-2021 and 12-9-2021

**R22-93 Approve Addendum for Sale of Lambert Road Property**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the addendum for the Sale of the Lambert Road Property to extend the closing date to February 1, 2022.

Motion by Mrs. Sikkes, second by Mrs. McElroy

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None.

Absent: None.

## **O. CORRESPONDENCE**

None.

## **P. NEW BUSINESS**

1. Update on the sale of the Vail Preschool – There is an interested party on purchasing the property.

## **Q. OLD BUSINESS**

1. Teacher Empowerment Training
2. Ad hoc Survey Committee Report – Survey to begin after the 2020-2021 School Year is completed
3. Cluster board services ad-hoc committee
4. Resource Officer/Added Security Measures

## **R. PUBLIC HEARING & PETITION**

Ms. Diego asked if surplus can be used to fund a resource office.

## **S. LEGISLATIVE UPDATE**

None.

## **T. ADJOURNMENT**

### **Voice Vote:**

Motion by Mrs. Klein, second by Mrs. Inscho to leave the meeting at 7:50 pm.

Against: None

Abstained: None.

Absent: None.

Respectfully submitted,

Matthew P. Herzer

School Business Administrator