

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

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

## **REORGANIZATION MINUTES**

**Thursday, January 6, 2022 Reorganization Meeting**

**7:00PM**



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

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

### **B. FLAG SALUTE**

### **C. 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.

### **D. 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.

**E. RESULTS OF THE NOVEMBER 2021 ELECTION**

**One Year Unexpired Term**

<b>Candidate</b>	<b>Blairstown</b>	<b>Hardwick</b>	<b>Total</b>
Stefanie Fredericks	1,099	287	1,386

**Three Year Term**

<b>Candidate</b>	<b>Blairstown</b>	<b>Hardwick</b>	<b>Total</b>
Sotie Hambos	873	216	1,089
Kathryn Hawkswell	883	196	1,079
Shanna Sikkes	705	195	900
Michele Benigno	711	184	895
Jennifer Leach	678	207	885
Sam Scocozza	646	164	810

**F. ADMINISTRATION OF OATH OF OFFICE TO NEW BOARD MEMBERS**

Swear in Sotie Hambos, newly elected/appointed board member for a term January 1, 2022 until December 31, 2024

Swear in Kathryn Hawkswell, newly elected/appointed board member for a term January 1, 2022 until December 31, 2024

Swear in Shanna Sikkes, newly elected/appointed board member for a term January 1, 2022 until December 31, 2024

Swear in Stefanie Fredericks, newly elected/appointed board member for term January 1, 2022 until December 31, 2022.

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

Present: Mr. Cook, Mrs. Fredericks, Mrs. Gerhardt, Mrs. Hambos, Mrs. Hawkswell, Ms. Klein, Mrs. McElroy, Mrs. Sikkes and Mr. Van Valkenburg

Absent: None.

**H. NOMINATION AND ELECTION OF OFFICERS**

**Nominations for Board President:** Mr. Jeremy Cook

Motion by Mrs. Sikkes, second by Mrs. McElroy

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

Against: None                      Abstained: Mrs. Fredericks                      Absent: None.

**Nominations for Board Vice President:** Mrs. Jennifer McElroy

Motion by Mr. Cook, second by Mrs. Gerhardt

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

Against: None                      Abstained: None                      Absent: None.

**BOARD PRESIDENT ASSUMES SEAT**

**I. PERSONNEL AND FIRMS APPOINTMENTS**

Board Architect	FKA Architects
Board Attorney	Adams Guitierrez & Lattiboudere, LLC
Board Auditors	Ardito & Co.
Board Engineers	Suburban Consulting Engineers and RKO&E
Treasurer	Joe Schneider
School Business Administrator/Board Secretary	Matthew P. Herzer
Public Agency Compliance Officers, Custodian of Records, Right-to-Know Compliance Officer	Matthew P. Herzer
Substance Abuse Coordinator	Michele Andrews
Attendance Officer, 504 Officer, Safety & Health Designee, School Safety Specialist, and ADA Officer, District Anti-Bullying Coordinator	Colleen Silvestri
Homeless Liaison, District Anti-Bullying Specialist	Sheri Brady

AHERA Coordinator, Chemical Hygiene Officer, Integrated Pest Management Coordinator, Asbestos Management and PEOSHA Officer/Coordinator & Indoor Air Quality Designee	Thomas Amalfitano
Insurance Agents	Brown & Brown
Health Insurance Brokers	Integrity Consulting Group
School Doctor – 1 Month	Dr. Boris Freyman
Psychological Examiner	Wendy Keefer

Motion by Mrs. Sikkes, second by Ms. Klein

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

Against: None

Abstained: None

Absent: None.

**J. DESIGNATIONS OF THE FOLLOWING APPOINTMENTS:**

Official Newspapers	NJ Herald, Express Times: Alternate – Star Ledger
Bank Depositories	First Hope Bank, PNC Bank, Valley Bank
Person in Charge of Investments	Board Secretary
Authorization to Make Line Item Transfers to be Approved at the Next Board Meeting	Board Secretary and Superintendent

- a. Adopt all existing polices, School Safety Plan, textbooks and curriculum of the Blairstown Township Board of Education for 2022.
- b. Adopt the Danielson Teacher Evaluation Model and the NJ Department of Education’s Administrator Model.
- c. Designate the Superintendent’s secretary and the CST secretary as the people responsible for each respective petty cash fund.
- d. Designate the Superintendent and Board Secretary/School Business Administrator to implement the 2021-2022 Budget pursuant with local/state policies and regulations.
- e. Adopt the NJSBA Code of Ethics.

Motion by Mrs. Hambos, second by Mrs. McElroy

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

Against: None

Abstained: None

Absent: None.

**K. BANK SIGNATORIES**

Designate the following signatures on each bank account for 2022:

General	President, Treasurer, Secretary (Bank requires two of the three signatures)
Payroll	Treasurer (Board Secretary as a Backup)
Agency	Treasurer (Board Secretary as a Backup)
SUI	Treasurer (Board Secretary as a Backup)
Cafeteria	Treasurer (Board Secretary as a Backup)

Motion by Mrs. McElroy, second by Mrs. Sikkes

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

Against: None

Abstained: None

Absent: None.

**L. BOARD MEMBER APPOINTMENTS:**

To be approved at the February 10, 2022 Board Meeting.

**M. 2022 BOARD MEETING SCHEDULE**

Approve the schedule of 2022 Board meetings

February 10, 2022	August 18, 2022
March 10, 2022	September 22, 2022
April 7, 2022	October 20, 2022
May 19, 2022	November 10, 2022
June 16, 2022	December 15, 2022
July 21, 2022	January 5, 2023 (Reorganization Meeting)

Motion by Ms. Klein, second by Mr. Van Valkenburg

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

Against: None

Abstained: None

Absent: None.

## **SUPERINTENDENT’S AGENDA**

### **A. SUPERINTENDENT’S UPDATE**

See attached report.

### **B. PRINCIPALS’ UPDATE**

See attached report

### **C. COMMITTEE REPORTS**

None.

### **D. PRESENTATIONS**

None.

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

Ms. Casey sought clarification for the test-to-stay program. In particular, she wanted to know if there would be a cost to the district for the testing and if testing was only for the unvaccinated.

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

December 16, 2021 – Regular Meeting Minutes

#### **Voice Vote:**

Motion by Mrs. Hambos, second by Mrs. Gerhardt

Against: None

Abstained: None

Absent: None.

### **FINANCE**

*Resolutions R22-94 through R22-97 will be moved in one roll call vote*

**R22-94 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 December 17, 2021 and January 6, 2022.

<b>Fund 10 – Current Expense</b>	<b>\$395,542.73</b>
<b>Fund 20 – Special Revenue</b>	<b>\$5,000.00</b>
<b>Fund 60 – Food Service</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$400,542.73</b>

**R22-95 Approve Line Item Transfers (Attached)**

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

**R22-96 Approve Tentative Budget Calendar for the 2022-2023 Budget**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the School Business Administrator, approve the attached tentative budget calendar for the 2022-2023 budget.

**R22-97 Approve Transportation Contract with the WCSSSD for 2022-2023**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the School Business Administrator, approve the transportation contract with the Warren County Special Services School District with a 4% administrative fee for the 2022-2023 School Year.

Motion by Ms. Klein, second by Mrs. McElroy

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

Against: None

Abstained: None

Absent: None.

**G. PERSONNEL**

*Resolutions R22-98 through R22-99; R22-101 will be moved in one roll call vote*

**R22-98 Approve Hiring of Paraprofessional**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the hiring of Kimberly DeAmelia as a paraprofessional at \$13.00 per hour, pending the results of a criminal background check.

**R22-99 Accept Separation of Employment Agreement and Release**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the separation of employment agreement and release for employee #45031689.

**R22-101 Approve Hiring of LDTC Teacher**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the hiring of Deborah Archer-Cole as LDTC Teacher, 0.60 FTE in the amount of \$55,995, prorated, pending the results of a criminal background check for the 2021-2022 School Year.

Motion by Mrs. McElroy, second by Mrs. Sikkes

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

Against: None

Abstained: None

Absent: None.

**H. EDUCATION**

*Resolution R22-100 and R22-102 will be moved in one roll call vote*

**R22-100 Approve HIB Self-Assessment Report**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the attached HIB Self-Assessment Report.

**R22-102 Approve Out of District Special Education Placement Tuition Contract**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the out of district tuition contract for student ID # 9029168 in the amount of \$40,000.00 prorated and one to one aide in the amount of \$28,800.00 prorated for the 2021-2022 School Year.

Motion by Mrs. McElroy, second by Ms. Klein

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

Against: None

Abstained: None

Absent: None.

**I. CORRESPONDENCE**

None.



**J. NEW BUSINESS**

1. Offering of financial literacy training by Ms. Lauren Glory
2. Ownership of the lot where school buses are parked

**K. 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

**L. PUBLIC HEARING & PETITION**

Ms. Ho asked if the curriculum materials are available for parent review. She also wanted to know if the faculty is being tested for Covid and if they would follow the same protocols as students for the test-to-stay practice. She also questioned how many students have been vaccinated and if any mask exemptions have been rejected and religious exemptions allowed.

Ms. Major stated that students who are a close contact can remain in school if they are vaccinated, but students who are not vaccinated have to quarantine. She did not think that the policy made sense. she also stated that children should not be singled out based on vaccination status.

Mr. Diego asked when the mask mandate is set to expire. He also asked if the mandate expires in 90 days or will there be a vote to end it. He also asked if mask mandates change the contact tracing requirements.

Mr. Mamay asked what the parameters are for a close contact.

**M. LEGISLATIVE UPDATE**

None.

**N. ADJOURNMENT**

**Voice Vote:**

Motion by Ms. Klein, second by Mr. Van Valkenburg to leave the meeting at 8:33 pm.

Against: None

Abstained: None

Absent: None.

Respectfully submitted,

Matthew P. Herzer  
School Business Administrator