

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, August 18, 2022 Meeting

7:00PM



A. CALL TO ORDER

B. FLAG SALUTE

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

Mr. Jeremy Cook

Mrs. Stefanie Fredericks

Mrs. Michelle Gerhardt

Mrs. Sotie Hambos

Mrs. Kathryn Hawkswell

Ms. Karen Klein

Mrs. Jennifer McElroy

Mrs. Shanna Sikkes

Mr. Bradford Van Valkenburg

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

F. PRINCIPAL’S UPDATE

G. COMMITTEE REPORTS

H. ANNOUNCEMENT OF NOVEMBER BOARD OF EDUCATION CANDIDATES

- Karen Klein – 3 Year Term
- No Petition Filed – 3 Year Term
- No Petition Filed – 3 Year Term

I. PRESENTATIONS

J. 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.

K. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

June 16, 2022 – Regular Meeting Minutes

June 16, 2022 – Executive Session Minutes

Voice Vote:

Motion by _____, second by _____

L. FINANCE

Resolutions R23-1 through R23-8 will be moved in one roll call vote

R23-1 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 June 17 2022 and August 18, 2022.

Fund 10 – Current Expense	\$909,793.14
Fund 20 – Special Revenue	\$120,174.88
Fund 60 – Food Service	\$9,659.89
Grand Total	\$1,039,627.91

R23-2 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 June 2022.

R22-3 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 May and June 2022, approved by the Board as recommended by the School Business Administrator.

R23-4 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 May 31, 2022 and June 30, 2022, after review of the Secretary’s monthly financial reports for May and June 2022 (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.

R23-5 Accept 2022-2023 ESEA Grant Award

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to accept the award of the ESEA Grant Funds for the 2022-2023 School Year in the amount of \$50,472.00 for Title IA.

R23-6 Accept 2022-2023 IDEA Grant Award

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the award of the IDEA Grant Funds for the 2022-2023 School Year in the amount of \$139,172.00 for IDEA Basic and \$13,157.00 for IDEA Preschool.

R23-7 Approve Establishment of Petty Cash Funds for 2022-2023

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 for the 2022-2023 School Year.

R23-8 Approve Grant Salaries for 2022-2023

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the following salaries to be partially paid through grants:

Name	Grant	Full Salary	Salary Paid with Grant
Ann Cain	IDEA Preschool	\$20,126.00	\$13,157.00
Joy Menzel	ESEA Title I	\$94,820.00	\$33,293.00

Motion by _____, second by _____

Roll Call: by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerkhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

M. PERSONNEL

Resolution R23-9 through R23-30 will be moved in one roll call vote

R23-9 Accept Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent accept the resignation for Julia Dieffenbach, Paraprofessional effective June 30, 2022.

R23-10 Accept Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent accept the resignation for Kim DeAmelia, Paraprofessional effective June 30, 2022.

R23-11 Accept Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent accept the resignation for Maricel Herrera, Paraprofessional effective June 30, 2022.

R23-12 Approve Hiring of Gym Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Crystal Sullivan as a Gym Teacher for the 2022-2023 School Year at BA, Step 1 at \$55,200.00.

R23-13 Approve Hiring of Part-Time Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Isabelle Becker as a 0.72 FTE Part-Time Teacher for the 2022-2023 School Year at BA, Step 3 at \$40,284.00.

R23-14 Approve Hiring of Part-Time Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Ashley Larena as a 0.72 FTE Part-Time Special Education Teacher for the 2022-2023 School Year at MA, Step 8 at \$44,572.00, pending the results of a criminal background check.

R23-15 Approve Hiring of Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Danielle Muessig as a Teacher for the 2022-2023 School Year at MA, Step 8 at \$69,908.00.00, pending the results of a criminal background check.

R23-16 Approve Hiring of Paraprofessional

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Ann Greenemeier as a Paraprofessional for the 2022-2023 School Year at \$13.00 per hour, pending the results of a criminal background check.

R23-17 Approve Hiring of Paraprofessional

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Estelle Baker as a Paraprofessional for the 2022-2023 School Year at \$13.00 per hour, pending the results of a criminal background check.

R23-18 Approve Hiring of Mini-Bus Driver

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Richard Greenemerier as a Mini-Bus Driver for the 2022-2023 School Year at \$13.00 per hour, pending the results of a criminal background check.

R23-19 Approve Hiring of Substitute Mini-Bus Driver

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Jerry LaBar as a Substitute Mini-Bus Driver for the 2022-2023 School Year at \$13.00 per hour, pending the results of a criminal background check.

R23-20 Approve Teachers for Summer Curriculum Writing

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following teachers for summer curriculum writing at \$42.00 per hour:

Name	Subject	Hours
Angela Scalise & Ashley Hinline	Social Studies	25

R23-21 Approve Sick Day Payout

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the sick day payout for Karen Pfeiffer for 144.50 days at \$60.00 per day in the amount of \$8,670.00.

R23-22 Approve Sick Day Payout

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the sick day payout for Mary Smith for 70.50 days at \$60.00 per day in the amount of \$4,230.00.

R23-23 Approve Sick Day Payout

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the sick day payout for Jan Mondello for 137.00 days at \$50.00 per day in the amount of \$6,850.00.

R23-24 Approve Professional Development Requests

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following professional development requests:

Name	Date(s)	PD Event	Fee	Location
Claire Fleming	7/27/2022	School Implementation Clinic	\$525.00	Virtual
Linette Benes	10/7/2022	NJAEYC Fall Conference	\$220.00	Hilton Meadowlands

R23-25 Approve List of Substitute Custodians

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following list of returning substitutes custodians for the 2022-2023 School Year at \$14.00 per hour, \$16.00 per hour for black seal certification.

Last Name	First Name	Black Seal	Hourly Rate
Sciarrino	Chris	No	\$14.00
Ashton	Carlton	No	\$14.00

Perez	Ricardo	Yes	\$16.00
Hatziorfanos	Agnes	Yes	\$16.00
Scialla	Joe	No	\$14.00
Diaz	Alex	No	\$14.00
Rice	Andrew	No	\$14.00

R23-26 Approve List of Substitute Teachers and Aides

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following list of returning substitute teacher and aides for the 2022-2023 School Year at \$90.00 per diem for Aides and \$125.00 per diem for Teachers.

Last Name	First Name	Position
Centrella	Joan	Sub Aide
Kearney	Christine	Substitute Teacher
Obara-Palmer	Joanne	Substitute Teacher
Sherman	Diane	Substitute Teacher
Warnkin	Barbara	Substitute Teacher
Washburn	Laurie	Substitute Teacher
Winebarger	Hannah	Substitute Teacher

R23-27 Approve List of Substitute Nurses

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following list of returning substitutes nurses for the 2022-2023 School Year at \$200.00 per diem.

Last Name	First Name	Position
Lobycz	Claudia	Substitute Nurse
Carpio	Jen	Substitute Nurse
Rodesiler	Christine	Substitute Nurse
Bayada Nurses		Substitute Nursing Services

R23-28 Approve List of Staff Members as Substitues

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 2022-2023 School Year at \$40.00 per diem.

Last Name	First Name	Position
VanWettering	Anna	Substitute Teacher
Finley	Kelly	Substitute Teacher
Socha	Jeanne	Substitute Teacher

Russo	Corey	Substitute Teacher
Hardy	Marissa	Substitute Teacher
Kampfe	Colomba	Substitute Teacher

R23-29 Approve Stipend Positions

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the following stipend positions for the 2022-2023 School Year:

Name	Position	Amount
Joan Pelosi	Traffic Guard	\$2,400.00

R23-30 Approve Hiring of Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to approve Molly Whipple as a Teacher for the 2022-2023 School Year at BA, Step 4 at \$55,950.00, pending the results of a criminal background check.

Motion by _____, second by _____
Roll Call: by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

N. EDUCATION

Resolutions R23-31 through R23-36 will be moved in one roll call vote

R23-31 Approve Contract with J&B Therapy for Speech Services

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the contract with J&B Therapy for Speech Services (Linda Maffei) in the amount of \$79 per hour, 3 days per week and up to 5.50 hours per day for the 2022-2023 School Year.

R23-32 Approve Parental Transportation Contract

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the parental transportation contract with the Parents/Guardians of Student #8673815834, in the amount of \$10,000.00 for the 2022-2023 School Year:

R23-33 Approve Out of District Contract with Rockaway Township Board of Education

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the tuition contract with Rockaway Township Board of Education for student # 8526433896 in the amount of \$44,440.00 (210 Days) and a 1:1 aide in the tentative amount of \$30,400.00 for the 2022-2023 School Year.

R23-34 Approve the Danielson Model for Teacher Evaluations for 2022-2023

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the Danielson Model for Teacher Evaluations for the 2022-2023 School Year.

R23-35 Approve the NJ Department of Education Model for Principal Evaluations for 2022-2023

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the New Jersey Department of Education Model for Principal Evaluations for the 2022-2023 School Year.

R23-36 Approve Itinerant Services Contract with Mountain Lakes Board of Education

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# 2054452008 from July 1, 2022 through June 30, 2023 in the amount of \$6,460.00 for the 2022-2023 school year.

Motion by _____, second by _____

Roll Call: by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

O. FACILITIES

Resolution R23-37 will be moved in one roll call vote

R23-37 Approve 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	Room	Requested Date
Linda Sprague	Blairstown Women's Volleyball League	Gym	11/2/2022 to 5/31/2023, Wednesdays 8:00-10:00 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	10/5/2022 to 10/26/2022, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	10/5/2022 to 10/26/2022, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	10/4/2022 to 10/25/2022, Tuesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	10/18/2022, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	11/7/2022 to 11/28/2022, Mondays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	11/8/2022 to 11/22/2022, Tuesdays 3:15-4:45 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	11/9/2022, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	12/13/2022, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	12/14/2022, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	1/10/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	2/7/2023 to 2/21/2023, Tuesdays 3:15-4:45 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	2/1/2023 to 2/22/2023, Wednesdays 3:15-4:30 PM

Pat Sagan	Blairstown Department of Recreation	Gym	2/8/2023 to 2/21/2023, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	2/6/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	3/7/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	3/21/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	3/8/2023 to 3/29/2023, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	3/1/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	3/14/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	3/6/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	4/19/2023 to 5/10/2023, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	4/18/2023 to 5/2/2023, Tuesdays 3:15-4:45 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	4/6/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Art Room	5/9/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	5/10/2023 to 5/31/2023, Wednesdays 3:15-4:30 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	5/16/2023 to 5/30/2023, Tuesdays 3:15-4:45 PM
Pat Sagan	Blairstown Department of Recreation	Small Cafeteria	6/6/2023, 3:15-5:00 PM
Pat Sagan	Blairstown Department of Recreation	Cafeterias, Gym, Art Room and Playground	6/26/2023 to 7/7/2023, 8:30 AM-12:30 PM
Pat Sagan	Blairstown Department of Recreation	Cafeteria	7/10/2023 to 7/13/2023, 8:00 AM-12:30 PM

Pat Sagan	Blairstown Department of Recreation	Art Room	7/10/2023 to 7/13/2023, 8:00 AM-12:30 PM
Stephanie Ayres	Blairstown Jr. Wrestling	Gym and Cafeteria	11/2/2022 to 3/31/2023, Tuesdays and Wednesdays 6:00-8:00 PM, Fridays 5:00-7:00 PM and Sundays 8:00 AM-3:00 PM
Stephanie Ayres	Blairstown Jr. Wrestling	Gym Lobby	9/13/2022 to 9/28/2022, Tuesdays 6:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	9/20/2022, 7:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	1/10/2023 to 1/13/2023, 7:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	3/6/2023 to 3/7/2023, 7:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	11/1/2022, 7:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	5/10/2023, 7:00-8:00 PM
Christine Malcolm	Blairstown PTG	Library	10/3/2022, 7:00-8:00 PM

Motion by _____, second by _____
Roll Call: by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

P. CORRESPONDENCE

Q. NEW BUSINESS

R. OLD BUSINESS

1. Cluster board services ad-hoc committee
2. Additional Security Measures

PUBLIC HEARING & PETITION

Pursuant to the Open Public Meetings Act, the Board has set aside two portions of this meeting for public comment. Specifically, during both the “Public Comment on Agenda Items” and the “Other Public Comments” sections noted on the agenda, this meeting will be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the Township of Blairstown. In that respect, please limit your comments or questions during the “Public Comment on Agenda Items” to agenda items only, and save any other questions or comments that you may have for the “Other Public Comments” portion of the meeting. During both portions of the meeting, the Board requests that the following procedures be observed:

1. Any person who wishes to speak must wait until they have been recognized by the presiding Board Officer;
2. Before beginning, each speaker must state their name and address and, if speaking on behalf of an organization, the name of that organization;
3. Each speaker is limited to one (1) opportunity to speak during each of the two (2) portions that have been set aside;
4. Each speaker is limited to five (5) minutes in length so that other members of the public who wish to speak may have an opportunity to do so.
5. The presiding Board Officer will advise each speaker when the five (5) minute period has expired;
6. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next member of the public as soon as they finished making their respective comment(s) and/or when their allotted time has expired; and
7. If your questions or comments pertain to litigation, student or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

S. LEGISLATIVE UPDATE

T. 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:

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 _____, second by _____ to go into executive session at _____ PM

U. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by _____, second by _____ to leave executive session at _____ PM

V. ADJOURNMENT

Voice Vote:

Motion by _____, second by _____ to leave the meeting at _____ PM