

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MINUTES

Thursday, February 9, 2023 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 (Arrived at 7:12 pm), Mr. Doell, Mrs Hambos, Mrs. Hawkswell, Ms. Klein, Mrs. McEloroy, 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. EXECUTIVE SESSION I

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:

Student matters

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. McElory, second by Mr. Van Valkenburg to go into executive session at 7:01 pm.

F. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. Hambos, second by Mrs. McElroy to leave executive session at 8:24 pm.

G. SUPERINTENDENT'S UPDATE

See attached report.

H. PRINCIPAL'S UPDATE

See attached report.

I. COMMITTEE REPORTS

Policy – The committee met to review the kindergarten entrance age policy

Negotiations – The committee met to discuss the proposals for the upcoming collective bargaining agreement.

J. COMMITTEE ASSIGNMENTS

NEGOTIATIONS

Jeremy Cook, Chair
Karen Klein
Jennifer McElroy
Shanna Sikkes

CURRICULUM

Sotie Hambos, Chair
Shanna Sikkes
Jeremy Cook
Erin Allison

FINANCE

Jeremy Cook, Chair
Brad Van Valkenburg
Jennifer McElroy
Kevin Doell

Community Relations

Jennifer McElroy, Chair
Karen Klein
Kate Hawkswell
Erin Allison

POLICY

Jennifer McElroy, Chair
Shanna Sikkes
Kate Hawkswell
Sotie Hambos

BUILDINGS & GROUND

Shanna Sikkes, Chair
Brad Van Valkenburg
Sotie Hambos
Kevin Doell

PLANNING

Karen Klein, Chair
Kevin Doell
Brad Van Valkenburg
Erin Allison

Security

Sotie Hambos, Chair
Jeremy Cook
Brad Van Valkenburg
Kate Hawkswell

NJSBA LEGISLATIVE REP

Karen Klein

K. PRESENTATIONS

Start Strong Presentation by Mrs. Silvestri

L. PUBLIC COMMENTS ON AGENDA ITEMS

Mrs. Casey asked if the paraprofessionals are one to one with students. She also asked why the minutes for December were not approved in January and why there is an increase in the salary for the Supervisor of Special Services.

M. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

December 21, 2022 – Regular Meeting Minutes

January 5, 2023 – Reorganization Meeting Minutes

January 5, 2023 – Executive Session Minutes

Voice Vote:

Motion by Mrs. McElory, second by Ms. Klein

Against: None

Abstained: Mr. Doell

Absent: None

N. FINANCE

Resolutions R23-115 through R23-117; R23-126 through R23-127; and will be moved in one roll call vote.

R23-115 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 16, 2022 and December 15, 2022.

Fund 10 – Current Expense	\$936,768.59
Fund 20 – Special Revenue	\$26,205.72
Fund 60 – Food Service	\$12,567.91
Grand Total	\$975,542.22

R23-116 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 2023.

R23-117 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 2023-2024 school year.

Motion by _____, second by _____

Roll Call: by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mrs. Allison		Ms. Klein	
Mr. Cook		Mrs. McElroy	
Mr. Doell		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

R23-126 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 month of December 2022, approved by the Board as recommended by the School Business Administrator.

R23-127 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 December 31, 2022, after review of the Secretary’s monthly financial reports for December (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.

Motion by Mrs. McElroy, second by Mrs. Hambos

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None Abstained: Mr. Doell Absent: None

O. PERSONNEL

Resolutions R23-118 through R23-122; R3-125 will be moved in one roll call vote

R23-118 Approve Substitute Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, approve Kimberly Ambler as a substitute teacher pending the results of a criminal background check and obtaining a substitute certificate.

R23-119 Approve Paraprofessional as a Substitute Teacher

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, approve Karnawee (Ying) Timsawatidkul paraprofessional as a substitute teacher.

R23-120 Approve Home Instruction

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, approve Ali Wolfskehl as a home instruction teacher for 20 hours per week for up to 4 weeks.

R23-121 Approve Supervisor of Special Services

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, to approve Dr. Alyssa Emili as Supervisor of Special Services at \$103,000, prorated for the 2022-2023 School Year pending the results of a criminal background check.

R23-122 Approve Hiring of Paraprofessional

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, to approve Vanessa Neice as a paraprofessional at \$14.13 per hour pending the results of a criminal background check.

R23-125 Approve Unpaid Leave

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, to approve the unpaid leave for Rola Lahoud, starting February 6, 2023 for an estimated two or more weeks.

Motion by Mrs. McElroy, second by Mrs. Hambos

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

P. FACILITIES

Resolution R23-124 will be moved in one roll call vote

R23-124 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
Ali Wolfskehl	Blairstown Education Association	Gymnasium	3/9/23, 6:00 pm to 7:30 pm, Snow Date 3/23/23
Elisa Diego	Blairstown PTG	Cafeteria	6/2/23, 1:00 pm to 10:00 pm
Elisa Diego	Blairstown PTG	Library	2/23/23 5:30 pm to 7:00 pm
Walter Caraballo	Blairstown Adult Basketball Association	Gymnasium	4/1/23 to 6/15/23, Tuesdays and Thursdays 8:00 pm to 10:00 pm
Renee Harman	Little Hill Foundation – Alina Lodge	Parking Lot	6/10/23, 11:00 am to 5:00 pm
Officer J. Dillon	Blairstown Township Police Department	Gymnasium	3/30/23, 5:30 pm to 10:00 pm

Motion by Ms. Klein, second by Mrs. Sikkes

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

Q. NEW BUSINESS

None.

R. OLD BUSINESS

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

S. PUBLIC HEARING & PETITION

Mrs. Casey expressed her concerns regarding the policy for kindergarten entrance. She wants her child to enter Blairstown Elementary School and was upset that another child born before October 31 was allowed into the district without the policy being updated.

Mr. Sanchez expressed his concerns regarding the policy for kindergarten entrance. He asked why other districts allow early entrance because he does not want to keep his child home for another year.

Mrs. Ayres expressed concerns about the hiring of a new assistant to the business administrator. She wanted to know what the decision process was to hire the assistant and when the opening was posted. She also expressed concerns with the policy regarding when days off can be taken by the support staff.

T. LEGISLATIVE UPDATE

None.

U. EXECUTIVE SESSION II

WHEREAS, the Open Public Meetings Act, authorizes the 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:

Student matters and attorney client privilege.

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 Mr. Van Valkenburg to go into executive session at 9:00 pm.

V. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. Sikkes, second by Mr. Van Valkenburg to leave executive session at 10:06 pm.

W. EDUCATION

Resolution R23-123 will be moved in one roll call vote

R23-123 Approve Attached HIB Report

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

Motion by Mrs. Hambos, second by Mrs. McElroy

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

X. ADJOURNMENT

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. McElroy to leave the meeting at 10:11 pm.

Respectfully submitted,

Matthew P. Herzer

School Business Administrator