

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, August 17, 2023 Meeting

7:00PM



A. CALL TO ORDER

B. FLAG SALUTE

C. ROLL CALL by Donna Williams, Business Administrator

Mrs. Erinn Allison

Mr. Jeremy Cook

Mr. Kevin Doell

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. 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. PRESENTATIONS

I. 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.

J. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

June 22, 2023 – Regular and Executive Session Meeting Minutes

Voice Vote:

Motion by _____, second by _____

K. FINANCE

Finance Resolutions 1 through 12 will be moved in one roll call vote

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 23, 2023-June 30, 2023:

Fund 10 – Current Expense	\$234,716.49
Fund 20 – Special Revenue	\$6,580.94
Fund 60 – Food Service	\$8,194.70
Grand Total	\$249,492.13

2. 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 of July 1, 2023- August 17, 2023:

Fund 10 – Current Expense	\$618,918.83
Fund 20 – Special Revenue	\$91,001.82
Fund 60 – Food Service	\$2,641.70
Grand Total	\$712,562.35

3. **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 2023 and July 2023.

4. **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 June 2023, approved by the Board as recommended by the School Business Administrator.

5. **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 June 30, 2023, after review of the Secretary's monthly financial reports for June (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.

6. **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 July 2023, approved by the Board as recommended by the School Business Administrator.

7. **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 July 31, 2023, after review of the Secretary's monthly financial reports for July (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.

8. Approval of Appropriation of Supplemental Stabilization Aid

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the appropriation of the Supplemental Stabilization Aid in the amount of \$47,583 as of July 1, 2023.

9. Accept 2023-2024 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 2023-2024 School Year in the amount of \$145,190.00 for IDEA Basic and \$13,134.00 for IDEA Preschool.

10. Accept 2023-2024 ESEA Grant Award

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the award of the ESEA Grant Funds for the 2023-2024 School Year in the amount of \$90,964.00.

11. Approve Petty Cash Funds for 2023-2024

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent to 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 2023-2024 School Year.

12. Approve the Renewal of Membership in NJSIG

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the insurance renewal policy with New Jersey Schools Insurance Group in the amount of \$133,813.00 for the 2023-2024 school year.

Motion by _____, second by _____

Roll Call: by Donna Williams, School 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			

L. PERSONNEL

Personnel Resolutions 1 through 13 will be moved in one roll call vote.

1. **Approve Maternity Leave Replacement Teacher**
BE IT RESOLVED that the Board of Education upon recommendation by the Superintendent to approve Kimberly Ambler as a Maternity Leave Replacement Teacher from August 30, 2023 to December 21, 2023 at MA, Step 8 at \$61,905.00 prorated (pending negotiations), pending the results of a criminal background check.
2. **Approve Summer Custodian**
BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, to approve Loren Arvery as a Summer Custodian at a rate of \$14.13 per hour.
3. **Accept Resignation**
BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, accept the resignation for Kira Macedo, Speech-Language Specialist, effective July 7, 2023.
4. **Accept Resignation**
BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, accept the resignation for Retirement Purposes for Daneen Rivero-Christmas, Aide, effective July 10, 2023.
5. **Approve Sick Day Payout**
BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the sick day payout for Thomas Amalfitano for 81.5 days at \$50.00 per day in the amount of \$4,075.00.
6. **Approve Sick Day Payout**
BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the sick day payout for Daneen Rivero-Christmas for 134 days at \$50.00 per day in the amount of \$6,700.00.
7. **Approve 2023-2024 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	Rate
Lisa Besser	Head Ski Club (36 hours)	\$1548.00
TBD	Assistant Ski Club (30 hours)	\$1290.00
Joan Pelosi	Traffic Guard (75 hours)	\$3225.00
Cate Pasculli	Music Theater Director (51 hours)	\$2193.00
TBD	Assistant Theater Director (20 hours)	\$860.00
Tammy Messina	Climate and Culture Team (40 hours)	\$1720.00
Joan Pelosi	Battle of Books, Gr. 6 (12 hours)	\$516.00
Joy Menzel	Battle of Books, Gr. 5 (12 hours)	\$516.00
Jen Pillion	Battle of Books, Gr. 4 (12 hours)	\$516.00
Aimee Voss	Battle of Books, Gr. 3 (12 hours)	\$516.00
Joan Pelosi	Head Talent Show (9 hours)	\$387.00
TBD	Assistant Talent Show (7.5 hours)	\$322.50
Julianna Goncalves	Assistant Talent Show (7.5 hours)	\$322.50
TBD	Head Battle of the Minds (6 hours)	\$258.00
TBD	Assistant Battle of the Minds (6 hours)	\$258.00
Sharon Bunce	Warren County All-Star Band (6 hours)	\$258.00
TBD	Head Warren County Debate (3 hours)	\$129.00
Jen Pillion	Warren County Debate (3 hours)	\$129.00
Kelly Zaleski	Spelling Bee	\$400.00
Shannon Huston	Kindergarten Team Leader	\$500.00
Jenn Crisman	First Grade Team Leader	\$500.00
Ashley HineLine	Second Grade Team Leader	\$500.00
Kelly Robinson	Third Grade Team Leader	\$500.00
Lisa Besser	Fourth Grade Team Leader	\$500.00
Katie Untamo/Tara Anderson	Fifth Grade Team Leader	\$500.00
Christine Kovacs	Sixth Grade Team Leader	\$500.00
Kerry Erickson	Specials Team Leader	\$500.00
Heather Sutton	Special Ed Team Leader	\$500.00
Joy Menzel	RTI Team Leader	\$500.00

8. **Approve Substitute Teachers and Substitute 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 2023-2024 School Year at \$90.00 per diem for Aides and \$125.00 per diem for Teachers.

Last Name	First Name	Position
Ambler	Kimberly	Substitute Teacher
Devaney	Ying	Substitute Teacher

Ferguson	Tim	Substitute Teacher
Finelli	Corey	Substitute Teacher
Gillman	Jane	Substitute Teacher
Kruegel	Walter	Substitute Teacher
Mamay	Katie	Substitute Teacher
Messina	Bella	Substitute Teacher
Obara-Palmer	Joann	Substitute Teacher
Sherman	Dian	Substitute Teacher
Tynan	Patricia	Substitute Teacher
Warnkin	Barbara	Substitute Teacher
Washburn	Laurie	Substitute Teacher
Centrella	Joan	Substitute Aide
Riley	Maryann	Substitute Aide

9. Approve 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 2023-2024 School Year at \$40.00 per diem.

Last Name	First Name	Position
Van Wettering	Anna	Substitute Teacher
Socha	Jeanne	Substitute Teacher
Hardy	Marissa	Substitute Teacher
Kampf	Colomba	Substitute Teacher

10. Approve 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 2023-2024 School Year at \$200.00 per diem.

Last Name	First Name	Position
Rodesiler	Christine	Substitute Nurse
Wood	Michelle	Substitute Nurse
Bayada Nurses		Substitute Nursing Services

11. Approve Mentor

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Colleen Silvestri to be a mentor for Alyssa Wetzel through NJ Excel.

12. Approve Resignation

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent, accept the resignation for Isabell Becker, ICS Teacher, effective August 9, 2023.

13. Approve Instructional Aide

BE IT RESOLVED that the Board of Education upon recommendation by the Superintendent to approve Abby Bedell for the 2023-2024 school year at a rate of \$14.13 per hour (pending negotiations), pending the results of a criminal background check.

Motion by _____, second by _____

Roll Call: by Donna Williams, School 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			

M. EDUCATION

Education Resolutions 1 through 10 will be moved in one roll call vote

1. Rescind the Approval of the Renewal of Transportation Routes and Contract

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to rescind the approval of the Renewal of Transportation Routes and Contract, previously approved on the June 22, 2023 agenda.

2. Approve the Renewal of Transportation Routes and Contract

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the following transportation routes and contract with Stocker Bus Company, in the amount of \$252,840.51 for the 2023-2024 School Year:

Route	Cost
1 (Mouse)	\$40,025.94
3 (Apple)	\$32,444.40
4 (Duck)	\$34,765.54
ST123 (Bee, Kite, Ice cream)	\$130,357.11
RVCS	\$15,247.52

3. **Award Transportation Bid**

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to the award the Transportation Bid to Stocker for the following routes:

Route	Route Cost (\$206 per route per diem)
Route 5 (Tree)	\$37,080.00
Route 7 (Book)	\$37,080.00
Route 8 (Bluebird)	\$37,080.00

4. **Approve Warren County Special Services School District**

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve an agreement between Blairstown School District and Warren County Special Services School District to provide related services between July 1, 2023 and June 30, 2024.

5. **Approve Warren County Special Services School District**

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Warren County Special Services School District to provide contracted transportation services for State Student ID # 9137293213 for the 2023-2024 school year.

6. **Approve Social Strides**

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the contract with Social Strides for Behavioral Consultations, Functional Behavior Assessments, and Professional Development up to 30 hours per month for the 2023-2024 school year.

7. **Approve Hunterdon County Educational Services Commission**

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Hunterdon County Educational Services Commission to

provide contracted transportation services for Student State ID # 8412852490 to SEARCH at a rate of \$380.00 per diem for transportation and \$55.00 per diem for the Bus Aide for the 2023-2024 school year.

8. **Approve Mountain Lakes Board of Education**

BE IT RESOLVED that the Board of Education, upon recommendation by the Superintendent to approve the itinerant services contract with Mountain Lakes Board of Education for Student State ID # 2054452008 from July 1, 2023 through June 30, 2024 in the amount of \$3,600.00.

9. **Approve J and B Therapy**

BE IT RESOLVED that the Board of Education, upon recommendation by the Superintendent to approve J and B Therapy for Professional Services for the 2023-2024 school year.

10. **Approve ELA Curriculum**

BE IT RESOLVED that the Board of Education, upon recommendation by the Superintendent to approve the ELA Curriculum for the 2023-2024 school year.

Motion by _____, second by _____

Roll Call: by Donna Williams, School 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			

N. FACILITIES

Facilities Resolution 1 through 2 will be moved in one roll call vote.

1. **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	Gymnasium	October 18, 2023- May 15, 2024 Wednesdays 8pm-10pm
Patricia Sagan	Blairstown Department of Recreation- Bookmaking	Art Room	October 4, 11, 18, 25, 2023 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Kid Show Cupcakes	Small Cafeteria	October 4, 11, 18, 25, 2023 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Midnight Magic	Small Cafeteria	October 19, 2023 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- For the Love of Clay	Art Room	November 7, 14, 21, 28, 2023 Tuesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Thanksgiving Turkey	Small Cafeteria	November 13, 2023 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Apple Pie to Go	Small Cafeteria	November 20, 2023 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Winter Birch Tree Landscape Painting	Art Room	December 5, 2023 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Gingerbread House	Small Cafeteria	December 13, 2023 Wednesday 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Holiday Designer Stocking	Small Cafeteria	December 7, 2023 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Hearty Winter Foods	Small Cafeteria	January 17, 24, 31, 2024 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department	Art Room	February 6, 2024

	of Recreation- Marvelous Matisse		3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Clay Creations	Art Room	February 7, 14, 21, 28, 2024 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Wacky Wednesday	Gymnasium	February 7, 14, 21, 2024 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Valentine's Day Mailbox	Small Cafeteria	February 1, 2024 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Printing & Patterns	Art Room	March 5, 12, 2024 Tuesdays 3:15pm- 4:30pm
Patricia Sagan	Blairstown Department of Recreation- Awesome Art	Art Room	March 6, 13, 20, 27, 2024 Wednesdays 3:15pm-4:30pm
Patricia Sagan	Blairstown Department of Recreation- Little Leprechauns	Small Cafeteria	March 14, 2024 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Mini Cake Decorating	Small Cafeteria	March 26, 2024 3:15pm-5pm
Patricia Sagan	Blairstown Department of Recreation- Art So Fun	Art Room	April 10, 17, 24, 2024 May 1, 2024 Wednesdays 3:15pm- 4:30pm
Patricia Sagan	Blairstown Department of Recreation- Farm to Table	Small Cafeteria	April 17, 2024 and May 15, 2024 Wednesdays 3:15pm- 5pm
Patricia Sagan	Blairstown Department of Recreation- Puppet City	Small Cafeteria	April 11, 18, 2024 Thursdays 3:15pm- 5pm
Patricia Sagan	Blairstown Department of Recreation- Summer Day Camp	Cafeterias, Gymnasium, Playground, Music and Band	June 24, 2024-July 5, 2024 Monday-Friday 8:30am-12:30pm

Patricia Sagan	Blairstown Department of Recreation- Art Magic	Small Cafeteria	July 8, 2024-July 11, 2024 Monday-Thursday 8:30am-12pm
Patricia Sagan	Blairstown Department of Recreation- Art	Art Room	July 8, 2024-July 11, 2024 Monday-Thursday 8:30am-12pm

2. **Invoke NJSA 18A:18A-7 for Emergency Contracts for Mold Cleaning**
BE IT RESOLVED that the Board of Education, upon recommendation by the Superintendent to invoke NJSA 18A:18A-7 to approve emergency contract award to ServPro in the amount of \$49,669.38 for the mold cleaning in the Schaare Wing.

Motion by _____, second by _____
Roll Call: by Donna Williams, School 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			

O. POLICY

P. NEW BUSINESS

Q. OLD BUSINESS

1. Cluster board services ad-hoc committee
2. Additional Security Measures
3. NJSBA Convention- October 23-26, 2023

R. 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 Blirstown. 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, state 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 finish 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 Blirstown 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 an 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