

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

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

## **SUPERINTENDENT'S AGENDA**

**Thursday, September 7, 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**

August 17, 2023 – Regular Session Meeting Minutes

August 22, 2023 – Special Meeting Minutes

**Voice Vote:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_

**K. FINANCE**

*Finance Resolutions 1 through 3 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 of August 18, 2023- September 7, 2023:

<b>Fund 10 – Current Expense</b>	<b>\$338,423.49</b>
<b>Fund 20 – Special Revenue</b>	<b>\$75,912.65</b>
<b>Fund 60 – Food Service</b>	<b>0.00</b>
<b>Grand Total</b>	<b>\$414,336.14</b>

2. **Accept Donation for Classroom Supplies**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the donation of \$100 from Mr. Henry (Hank) Ickes for the classroom supplies.

3. **Approve 2023-2024 Stabilization Aid Grant**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the submission of the Stabilization Aid Grant Application for the 2023-2024 School Year.

Motion by \_\_\_\_\_, second by \_\_\_\_\_

**Roll Call:** by Donna Williams, School Business Administrator

<b>Board Member</b>	<b>Vote</b>	<b>Board Member</b>	<b>Vote</b>
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 8 will be moved in one roll call vote.*

1. **Approve Integrated Pest Management (IPM) Coordinator**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Duane Quigley as the Integrated Pest Management (IPM) Coordinator for the 2023-2024 school year.

2. **Approve Revised Hours**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent, revise Bernadine Pagano’s hours from 5.5 hours a day to 5.75 hours a day.

3. **Accept Resignation**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent, accept the resignation for Daria Hill, Aide, effective August 23, 2023.

**4. Accept Resignation**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent, accept the resignation for Vanessa Neice, Aide, effective August 21, 2023.

**5. Approve Part Time Custodian**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent, approve Chris Sciarrino as a Part Time Custodian at 5.5 hours a day at a rate of \$16.00 per hour from September 1, 2023 to June 30, 2024.

**6. Approve FMLA**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent, approve Anna Van Wattering to go on intermittent Family Medical Leave beginning August 31, 2023.

**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:

<b>Name</b>	<b>Position</b>	<b>Rate</b>
Nick Moustakas	Assistant Ski Club (30 hours)	\$1,290.00

**8. Approve 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 2023-2024 School.

<b>Last Name</b>	<b>First Name</b>	<b>Black Seal</b>	<b>Rate</b>
Ashton	Carlton	No	\$14.13
Collins	Bryan	No	\$15.00
Diaz	Alex	No	\$14.13
Hatziorfanos	Agnes	Yes	\$18.00
Perez	Ricardo	Yes	\$16.00
Rice	Andrew	No	\$14.13
Scialla	Joe	No	\$14.13
Sciarrino*	Chris	Yes	\$16.00

\*If needed, in addition to his 5.5 hours a day.

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 3 will be moved in one roll call vote*

1. **Approve Contract with Miriam Skydell and Associates for Speech Services**  
**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the contract with Miriam Skydell and Associates for Speech Services in the amount of \$450 per evaluation for 2023-2024 School Year.
  
2. **Approve the Mentoring Plan (Attached)**  
**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the Blirstown Township School District Mentoring Plan for the 2023-2024 school year.
  
3. **Approve the 2023-2024 District Goals**  
**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the District Goals 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 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:

<b>Name</b>	<b>Organization</b>	<b>Room</b>	<b>Requested Date</b>
Jennifer Horsey	GSNNJ Troop 98720	Library	September 28, 2023 – June 13, 2024 2 <sup>nd</sup> and 4 <sup>th</sup> Thursdays 3:15pm-4:30 pm
Christina Malcom	Blairstown Elementary School PTG	Library	October 17, 2023 7 pm to 8 pm
Christina Malcom	Blairstown Elementary School PTG	Library	November 28, 2023 7 pm to 8 pm
Christina Malcom	Blairstown Elementary School PTG	Library	February 6, 2024 7 pm to 8 pm
Christina Malcom	Blairstown Elementary School PTG	Library	April 16, 2024 7 pm to 8 pm
Kristy Caraballo	North Warren Bomberz	Gymnasium	September 6, 2023 – November 8, 2023 Wednesdays 6 pm – 8 pm

Motion by \_\_\_\_\_, second by \_\_\_\_\_

**Roll Call:** by Donna Williams, School Business Administrator

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

**O. POLICY**

*Policy Resolution 1 will be moved in one roll call vote.*

**1. Approve Second and Final Reading of Policies**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the second and final reading of the following policies:

Policy 1642.01 Sick Leave

Policy 3212 Teacher Attendance

Policy 4212 Support Staff Attendance

**P. NEW BUSINESS**

**Q. OLD BUSINESS**

1. Additional Security Measures

**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 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, 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:

Personnel

**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. MOTION AFTER EXECUTIVE SESSION**

**1. Approval to Ratify the Memorandum of Agreement**

**BE IT RESOLVED** that the Blirstown Board of Education ratifies the Memorandum of Agreement including attached salary guides between it and the Blirstown Education Association dated June 14, 2023 and covering the term July 1, 2023 through June 30, 2026; and



**BE IT FURTHER RESOLVED** that the Board President and Board Secretary are authorized to execute the final contract document once approved by Board Counsel.

**W. ADJOURNMENT**

**Voice Vote:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_ to leave the meeting at \_\_\_\_\_ PM