

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MINUTES

Thursday, September 7, 2023 Meeting

7:00PM



A. CALL TO ORDER

Mr. Cook called the meeting to order at 7:00 pm.

B. FLAG SALUTE

Mr. Cook led the flag salute.

C. ROLL CALL by Donna Williams, Business Administrator

Present: Mr. Cook, Mrs. Allison, Mrs. Hambos, Mrs. Hawkswell (7:16 pm), Ms. Klein, Mrs. McElroy, Mrs. Sikkes, Mr. Van Valkenburg

Absent: Mr. Doell

Also Present: Dr. Ketch- Superintendent, Mrs. Williams- Business Administrator/Board Secretary, Mrs. Silvestri- Principal, Mr. Andrew Brown- Board Attorney, and members of the public.

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

Dr. Ketch provided the following update:

- Stabilization Aid was announced for the 23-24 year. The application is due on 10/6/23. The district will do the necessary paperwork and apply again.
- Gym Roof- The district is moving forward with the gym roof resurfacing. The project will begin in the beginning of October and will take approximately three weeks to complete.
- High Impact Tutoring- The state is offering tutoring opportunities for all third and fourth-grade students. The application is due 9/20.
- Elevator- The design of the interior has been chosen. We are still waiting for all of the necessary materials to arrive.
- Custodial Staff- Thank you for everyone's efforts over the summer to get the building ready for school.

Detailed Report is attached to the minutes

F. PRINCIPAL'S UPDATE

Mrs. Silvestri provided the following update:

- First Day with Staff- to begin the year we had presenter, Tom Cody, come to BES to discuss mindset and teamwork. Our paraprofessionals were trained by Social Strides and Dr. Emili on ways to address challenging behaviors.
- Open House- Our August 31st Pre-K and Kindergarten open house was well attended. The Pre-K and Kindergarten students had the opportunity to take a short bus ride around town
- Back to School Night- we hosted our preschool and kindergarten back to school night on August 30th. Parents were able to visit with specials teachers, the nurse, child study team and our RtI team.

Detailed Report is attached to the minutes

G. COMMITTEE REPORTS

Policy- went over the three policies listed on the agenda

H. PRESENTATIONS

None

I. PUBLIC COMMENTS ON AGENDA ITEMS

The Blaiirstown 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.

Mrs. O’Connell- Asked how will the students for the High Impact Tutoring Grant be picked? Patrick answered by saying students will be picked based on District Assessments, RtI, and Acadience.

J. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

August 17, 2023 – Regular Session Meeting Minutes

August 22, 2023 – Special Meeting Minutes

Voice Vote:

Motion by Ms. Klein, second by Mrs. Hambos

Against: None Abstained: None

Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16pm)

Motion passes.

K. FINANCE

Finance Resolutions 1 through 4 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:

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

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.

4. Approve 2023-2024 NJ High Impact Tutoring Grant

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the submission of the NJ High Impact Tutoring Grant Application for the 2023-2024 School Year.

Motion by Mrs. Allison, second by Mr. Van Valkenburg

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: None Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16 pm)

Motion passes.

L. PERSONNEL

Personnel Resolutions 1 through 11 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:

Name	Position	Rate
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.

Last Name	First Name	Black Seal	Rate
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.

9. Approve Unpaid Leave

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Edmund Domanowski to go on an unpaid medical leave starting October 1, 2023. (Return date is pending medical documentation)

10. Approve Leave Replacement Custodian

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Chris Sciarrino as a Replacement Leave Custodian beginning

October 1, 2023 at \$38,000 (prorated). (Chris will be a leave replacement for Edmund Domanowski who is on unpaid medical leave).

11. Approve Substitute Custodians

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve Richard Pickrell as a Substitute Custodian at a rate of \$14.13 per hour for the 2023-2024 School Year, pending the results of a criminal background check.

Motion by Mrs. Sikkes, second by Ms. Klein

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: Mrs. Hambos only from motion #8 Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16 pm)

Motion passes.

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 Blairstown 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 Mrs. Hambos, second by Mrs. McElroy

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: None Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16 pm)

Motion passes.

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:

Name	Organization	Room	Requested Date
Jennifer Horsey	GSNNJ Troop 98720	Library	September 28, 2023 – June 13, 2024 2 nd and 4 th 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

Discussion on Facilities Usage- Confirmation that no food or drink is allowed in the gym due to the new floors

Confirmed that group needs to sign off that they agree that food and drinks are not allowed as part of the Facilities Use Packet

Motion by Mr. Van Valkenburg, second by Mrs. Allison

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: None Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16 pm)

Motion passes.

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

Motion by Mrs. Sikkes, second by Mrs. McElroy

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: None Absent: Mr. Doell and Mrs. Hawkswell (arrived at 7:16 pm)

Motion passes.

P. NEW BUSINESS

Q. OLD BUSINESS

1. Additional Security Measures

- a. Alyssa's Law- Security Grant to get new Security System

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.

None

S. LEGISLATIVE UPDATE

Ms. Klein provided the following update:

Governor Murphy signed two bills into law on August 16th

- A-5329- Extends the life of several school buses

- S-3950- Establishes an exemption from S-2's scheduled state aid reduction for the Freehold School District

Governor Murphy signed one bill into law on August 23rd

- S-1221- requires schools to provide menstrual products in public schools serving grades 6-12.
State covers the cost

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

Negotiations- ratify contract

Superintendent Contract

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 Mrs. Sikkes, second by Ms. Klein to go into executive session at 7:14 PM

U. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. Allison to leave executive session at 8:14 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.

Motion by Mrs. Sikkes, second by Mrs. McElroy

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: Mr. Van Valkenburg Absent: Mr. Doell

Motion passes.

2. Rescind Contract

BE IT RESOLVED that the Blirstown Board of Education, upon recommendation by the Superintendent rescind the 2023-2024 employment contract of employee # 10400, whose name has been made known to the Board.

3. Approve Substitute

BE IT RESOLVED that the Blirstown Board of Education, upon recommendation by the Superintendent approve Crystal Sullivan as an addition to the Substitution Teacher List for the 2023-2024 School Year.

Motion by Mrs. McElroy, second by Mrs. Hambos

Roll Call: by Donna Williams, School Business Administrator

Against: None Abstained: None Absent: Mr. Doell

Motion passes.

W. ADJOURNMENT

Voice Vote:

Motion by Mrs. McElroy, second by Mr. Cook to leave the meeting at 8:15 PM

Against: None Abstained: None Absent: Mr. Doell

Motion passes.

Respectfully submitted,

Donna Williams

School Business Administrator/Board Secretary