

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

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

## **MEETING MINUTES**

**Thursday, March 18, 2021 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, Mrs. McElroy, Mrs. Gerkhardt, Mrs. Hambos, Mrs. Inscho, Ms. Klein, Mrs. Rolph, 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.

Due to the public health emergency in the State of New Jersey, as declared in Executive Order 103, the Board will be suspending its normal meeting procedures this evening and conducting a virtual meeting. Directions for BOE members for accessing the virtual public meeting were emailed. Members of the public are invited to attend virtually.

## **E. READING OF MISSION STATEMENT**

In partnership with home and community, Blairstown Elementary School is dedicated to the mission of providing an engaging, comprehensive education.

A passion for learning is ignited through an enriched learning environment. While celebrating individuality, our students develop confidence, competence and character.

All students have the opportunity to achieve their highest potential on a quest of lifelong learning to succeed in a global, 21st century.

## **F. EXECUTIVE ORDER 103**

**BE IT RESOLVED**, that the Blairstown Township Board of Education hereby approves the suspension of its normal meeting procedures pursuant to By-Law 131, and authorized this meeting to be conducted as a virtual meeting, as described in the Statement of Public Notice, due to the public health emergency declared in Executive Order 103.

### **Voice Vote:**

Motion by Mrs. McElroy, second by Ms. Klein

Against: None

Abstained: None

Absent: None

## **G. SUPERINTENDENT'S UPDATE**

See attached report.

## **H. COMMITTEE REPORTS**

Finance – The committee met to discuss the upcoming budget.

Policy – The committee met to update the policy 4250 for support staff to receive more personal days.

Planning – The planning committee met to begin the process of creating a new strategic plan to replace the one that will be expiring at the end of this school year.

**I. PRESENTATIONS**

None.

**J. PUBLIC COMMENTS ON AGENDA ITEMS**

None.

**K. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

February 4, 2021 – Regular Meeting Minutes

February 4, 2021 – Executive Session Minutes

**Voice Vote:**

Motion by Mrs. Rolph, second by Mrs. Hambos

Against: None

Abstained: None

Absent: None

**L. FINANCE**

*Resolutions R21-101 through R21-106; R21-111- through R21-112 will be moved in one roll call vote*

**R21-101 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 February 5, 2021 and March 18, 2021.

<b>Fund 10 – Current Expense</b>	<b>\$1,224,015.35</b>
<b>Fund 20 – Special Revenue</b>	<b>\$46,667.71</b>
<b>Fund 60 – Food Service</b>	<b>\$6,463.48</b>
<b>Grand Total</b>	<b>\$1,277,146.54</b>

**R21-102 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 February 2021.

**R21-103 Report of the Treasurer and Board Secretary for January 2021 (Attached)**

**BE IT RESOLVED**, that the Treasurer and Board Secretary’s Financial Reports are in agreement for the month of January 2021, approved by the Board as recommended by the School Business Administrator.

**R21-104 Accept Donation**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept a donation of \$125.00 from the Blair Woman’s Club to purchase books for Kindergarten and First Grade Students.

**R21-105 Accept Donation**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept a parental donation of a \$100.00 Amazon gift card to purchase supplies for Multiple Disabilities Classroom.

**R21-106 Approve Tentative Proposed 2021-2022 School District Budget**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the Tentative Proposed 2021-2022 School District Budget in the amount of \$9,031,608 to be submitted to the Warren County Office of the Department of Education for approval as follows:

**WHEREAS**, the 2021-2022 budget includes sufficient funds to implement the proposed planning process as described in the district’s Annual Report pursuant to N.J.S.A 18A:7A-11 and to provide curriculum and instructions which will enable all students to achieve the Core Curriculum State Standards;

**WHEREAS**, the 2021-2022 budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

**THEREFORE, BE IT RESOLVED**, the Blairstown Township Board of Education approves the Tentative Proposed 2021-2022 budget in the amount of \$9,031,608 as follows:

<b>Fund</b>	<b>Tax Levy</b>	<b>Total</b>
<b>General Fund (10)</b>	\$7,196,000.00	\$8,867,608.00
<b>Special Revenue Fund (20)</b>		\$164,000.00
<b>Total</b>	\$7,196,000.00	\$9,031,608.00

**ALSO RESOLVED**, that the Board of Education approve the Position Control Roster, Budget Submission Checklist, with accompanying limits outlined below for professional services and mileage reimbursement to submit to the County office for review and approval:

School Attorney	\$35,000
School Auditor	\$18,000
School Physician	\$3,000
Independent Student Evaluations	\$2,500
Maximum Mileage Reimbursement per Employee	\$1,000
Maximum District Mileage Reimbursement	\$6,000

**R21-111 Approve Coordinated Transportation Contract for the 2021-2022 School Year**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the participation in the coordinated transportation contract with the Warren County Specials Services School District for the 2021-2022 School Year with a 4% administrative fee.

**R21-112 Approve CPS Agreement**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the Cooperative Pricing System Agreement for the Board to participate in the ACES Program Bids as needed.

Motion by Mrs. Rolph, second by Mrs. Hambos

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

**M. PERSONNEL**

*Resolutions R21-107 through R21-110 will be moved in one roll call vote*

**R21-107 Accept Resignation for Retirement**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the retirement of Leslie Dell, LDTC Teacher effective June 30, 2021.

**R21-108 Approve Hiring of Part Time Paraprofessional**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the Hiring of Elizabeth Marchese, part time paraprofessional effective April 1, 2021 at \$12 per hour.

**R21-109 Approve Hiring of Part Time Custodian**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the Hiring of Carlton Ashton, part time custodian, pending the results of a criminal background check at \$14 per hour, 5.75 hours per week.

**R21-110 Approve Unpaid School Psychology Internship**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the unpaid school psychology internship for Shannon Suydam for the 2020-2021 School Year.

Motion by Mrs. Gerhardt, second by Mrs. McElroy

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

**N. POLICY**

*Resolution R21-113 will be moved in one roll call vote*

**R21-113 Approve First Reading of Policy**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent approve the first reading of the following policies:

Policy #4250 Support Staff Employment Conditions

Motion by Mrs. Rolph, second by Mrs. McElroy

**Roll Call:** by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: None

**O. CORRESPONDENCE**

Dr. Ketch read the letter from the Blair Women's Club regarding the donation of funds for the art club.

Dr. Ketch also read a letter from a parent regarding Assembly Bill 4454 that was signed by Governor Murphy on March 1, 2021. The parent opposes topics such as gender and sexual identity being taught in schools and she wishes to withdraw her children from any such classes.

Mrs. Sikkes also voiced her opposition to the bill and does not believe such topic matter should be covered in schools.

**P. NEW BUSINESS**

None.

**Q. OLD BUSINESS**

1. Teacher Empowerment Training – Administrative review in January 2021
2. Ad hoc Survey Committee Report – Survey to begin after the 2020-2021 School Year is completed
3. Cluster board services ad-hoc committee
4. Reminder for Board Members to complete their School Ethics Disclosure Forms.

**R. PUBLIC HEARING & PETITION**

Mrs. Zibriske stated her opposition to Assembly Bill 4454 by saying that parents are losing control of their children's education. She also stated her son will not be learning about such topics in school and that the proposed curriculum is brainwashing children and should not be in schools as schools are for basic education.

Mrs. Hawkewell asked if parents would be able to sit in on a curriculum committee meeting.

**S. LEGISLATIVE UPDATE**

None.

**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:

**Sale of Lambert Road Property**

**Personnel & Staffing**

**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. McElroy, second by Mrs. Gerhardt to go into executive session at 7:30 pm.

Against: None

Abstained: None

Absent: None

**U. RECONVENE PUBLIC SESSION**

**Voice Vote:**

Motion by Ms. Klein, second by Mrs. Sikkes to leave executive session at 8:23 pm.

**V. ADJOURNMENT**

**Voice Vote:**

Motion by Mrs. Gerhardt, second by Mrs. Rolph to leave the meeting at 8:24 pm.

Respectfully submitted,

Matthew P. Herzer

School Business Administrator