

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

MEETING MINUTES

Thursday, April 1, 2021 Meeting

7:00PM



A. CALL TO ORDER

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

B. FLAG SALUTE

C. ROLL CALL by Matthew P. Herzer, Business Administrator

Present: Mr. Cook, Mrs. Gerhardt, Mrs. Hambos, Mrs. Inscho, Ms. Klein, Mrs. Rolph, Mrs. Sikkes and Mr. Van Valkenburg

Absent: Mrs. McElroy

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 Ms. Klein, second by Mrs. Inscho

Against: None

Abstained: None

Absent: Mrs. McElroy

G. SUPERINTENDENT'S UPDATE

See attached report.

H. COMMITTEE REPORTS

Policy – The policy regarding support staff has been updated to give the paraprofessionals additional personal days and a provision for paraprofessionals with a substitute certificate can receive extra sub pay when they are used as a substitute for a teacher.

I. PRESENTATIONS

None.

J. PUBLIC COMMENTS ON AGENDA ITEMS

Mrs. Pfeiffer requested the Board to look at the calendar to allow a day off for Holy Thursday.

K. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

March 18, 2021 – Regular Meeting Minutes
March 18, 2021 – Executive Session Minutes

Voice Vote:

Motion by Mrs. Hambos, second by Mrs. Sikkes

Against: None

Abstained: None

Absent: Mrs. McElroy

L. FINANCE

Resolutions R21-114 through R21-118; R21-123 through R21-124 will be moved in one roll call vote

R21-114 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 March 19, 2021 and April 1, 2021.

Fund 10 – Current Expense	\$313,808.05
Fund 20 – Special Revenue	\$10,809.74
Fund 60 – Food Service	\$0.00
Grand Total	\$324,617.79

R21-115 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 March 2021.

R21-116 Report of the Treasurer and Board Secretary for February 2021 (Attached)

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

R21-117 Set Maximum Travel Expense Limit for the 2021-2022 School Year

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$6,000 for all staff and board members.

R21-118 Request to Use Banked Cap

BE IT RESOLVED that the Blairstown Township Board of Education requests the use of \$158,000 banked cap to be included in the 2021-2022 budget to increase the tax levy due to the loss of 2021-2022 state aide. The need for the use of this banked cap will be completed by the end of the 2021-2022 budget year and will not be deferred or incrementally completed over future budgeted years.

R21-123 Approve CRRSA-ESSER II Grant Application

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the CRRSA-ESSER II Grant Application in the amount of \$141,113.00; Learning Acceleration in the amount of \$25,000.00; and Mental Health in the amount of \$45,000.00.

R21-124 Approve NJSIG Grant Application

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Blairstown Township Board of Education, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that:

- 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2021-2022 fiscal year in the amount of \$5,100.00 for the purposes set forth in their safety grant application, which is attached hereto; and,
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

Motion by Mrs. Gerhardt, second by Mrs. Sikkes

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. McElroy

M. EDUCATION

Resolutions R21-119 through R21-121 will be moved in one roll call vote

R21-119 Approve Updated School Calendar for the 2020-2021 School Year

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the attached updated school calendar for the 2020-2021 School Year.

R21-120 Approve School Calendar for the 2021-2022 School Year

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent to approve the attached school calendar for the 2021-2022 School Year.

R21-121 Approve Tuition Contract with P.G. Chambers School for 2020-2021

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve the tuition contract with P.G. Chambers School for Student State ID# 9028967 from July 1, 2021 through June 30, 2022 for 210 days in the amount of \$89,880.00 for the 2021-2022 school year.

Motion by Mrs. Sikkes, second by Mrs. Rolph

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. McElroy

N. POLICY

Resolution R21-122 will be moved in one roll call vote

R21-122 Approve Second Reading of Policy

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

Policy #4250 Support Staff Employment Conditions

Motion by Mrs. Rolph, second by Ms. Klein

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. McElroy

O. PERSONNEL

Resolution R21-125 will be moved in one roll call vote

R21-125 Approve Movement on the Salary Guide

BE IT RESOLVED, that the Board of Education upon recommendation by the Superintendent approve movement on the salary guide for Aimee Voss to BA30, Step 18 in the amount of \$75,530.00 effective April 1, 2021.

Motion by Mrs. Sikkes, second by Mrs. Rolph

Roll Call: by Matthew P. Herzer, Business Administrator

Against: None

Abstained: None

Absent: Mrs. McElroy

P. CORRESPONDENCE

None.

Q. NEW BUSINESS

1. Thank you to all board members for completing their School Ethics Forms quickly and timely.

R. 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. Resource Officer Discussion

S. PUBLIC HEARING & PETITION

None.

T. LEGISLATIVE UPDATE

None.

U. ADJOURNMENT

Voice Vote:

Motion by Mrs. Sikkes, second by Mrs. Hambos to leave the meeting at 7:21 pm.

Against: None

Abstained: None

Absent: Mrs. McElroy

Respectfully submitted,

Matthew P. Herzer

School Business Administrator