

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

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

## **SUPERINTENDENT'S AGENDA**

**Thursday, June 16, 2022 Meeting**

**7:00PM**



### **A. CALL TO ORDER**

### **B. FLAG SALUTE**

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

Mr. Jeremy Cook

Mrs. Stefanie Fredericks

Mrs. Michelle Gerkhardt

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, 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.

### **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**

May 19, 2022 – Regular Meeting Minutes

### **Voice Vote:**

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

## **K. FINANCE**

*Resolutions R22-185 through R22-196 will be moved in one roll call vote*

### **R22-185 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 May 20 2022 and June 16, 2022.

<b>Fund 10 – Current Expense</b>	<b>\$785,792.25</b>
<b>Fund 20 – Special Revenue</b>	<b>1,963.12</b>
<b>Fund 60 – Food Service</b>	<b>\$18,778.91</b>
<b>Grand Total</b>	<b>\$806,534.28</b>

**R22-186 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 May 2022.

**R22-187 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 April 2022, approved by the Board as recommended by the School Business Administrator.

**R22-188 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 April 30, 2022, after review of the Secretary's monthly financial report for April 2022 (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.

**R22-189 Approve 2022-2023 ESEA Grant Application**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the submission of the ESEA Grant Applications for the 2022-2023 School Year.

**R22-190 Approve 2022-2023 IDEA Grant Application**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the submission of the IDEA Grant for the 2022-2023 School Year.

**R22-191 Approve Deposit to Maintenance Reserve Account**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the deposit of anticipated current year revenue and unexpended appropriations into the Maintenance reserve account not to exceed \$24,400 is available for such purpose to transfer and to authorize the School Business Administrator to make this transfer consistent with all applicable laws and regulations (NJSA 18A:21-2 and NJSA 18A:7G-13).

**R22-192 Approve Deposit to Capital Reserve Account**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the deposit of anticipated current year revenue and unexpended appropriations into a Capital Reserve account not to exceed \$3,000,000 is available for such purpose of transfer and to authorize the School Business Administrator to make this transfer consistent with all applicable laws and regulations (NJSA 6A:23A-14.4(3)).

**R22-193 Approve Shared CST Services Contract**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the shared CST Services Contract with the Frelinghuysen Township Board of Education to provide Child Study Team Services one day per week in the amount of \$56,328 for the 2022-2023 School Year.

**R22-194 Approve Year-End Close-Out**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve payment of late June as well as July invoices, with the Board President's review and signature before release of checks, and any as needed year-end line item transfers to close out the 2021-2022 School Year.

**R22-195 Approve Chapter 47 Report - Informational**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve Chapter 47 Report. Pursuant to PL, 2015, Chapter 47, the Blairstown Township Board of Education intends to renew, award, or permit to expire the following list of contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, NJ 18A:18. Et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

**2022-2023 Anticipated Contracts for Renewal or Expiration**

<u>Service Vendor</u>	<u>Cost</u>	
Physical Therapy Contract	Allison Peck	\$88/hour
Occupational Therapy Contract	KMD Therapy	\$80/hour
Tuition – Sending	Celebrate the Children	\$79,179
Tuition – Sending	Warren Glen Academy	\$57,760.60
Food Service Management	Maschio's Food Service, Inc.	\$8,410 – Mgmt. Fee
Coordinated Transportation Contract	WCSSD	4% Admin Fee
Snow Plowing Services	JB's Landscaping	\$95/hour
Lawn Care	JB's Landscaping	\$95/hour

**Annual Reappointment of Professionals:**

Board Architect	FKA Archtiects
Board Attorney	Adams Guitierrez & Lattiboudere
Board Auditors	Ardito & Company
Board Engineer	Suburban Consulting Engineers
Insurance Agents	Brown & Brown
Health Insurance Brokers	Integrity Consulting Group
School Doctor	Dr. Eric Molnar
Substitute Nursing Services	Bayada

**R22-196 Approve Award of Food Service Management Company Contract**

**BE IT RESOLVED**, that the Board of Education of Blairstown Township upon the recommendation of the Business Administrator, Matthew P. Herzer hereby award and approve the contract with Maschio's Food Services, Inc. for the 2022-2023 School Year with a management fee of \$8,409.93 and no guarantee.

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

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

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerkhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

**L. PERSONNEL**

*Resolution R22-197 through R22-216 will be moved in one roll call vote*

**R22-197 Accept Resignation**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent accept the resignation for Sydney MacDonough, Paraprofessional effective June 17, 2022.

**R22-198 Approve Hiring of LDTC Teacher**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Nickolas Moustakas as a LDTC Teacher for the 2022-2023 School Year at MA+45, Step 17 at \$79,370.00, pending the results of a criminal background check.

**R22-199 Approve Hiring of Gym Teacher**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Jordan Palanca as a Gym Teacher for the 2022-2023 School Year at BA, Step 3 at \$55,950.00, pending the results of a criminal background check.

**R22-200 Approve Hiring of Part-Time Special Education Teacher**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Isabelle Becker as a 0.66 FTE Part-Time Special Education Teacher for the 2022-2023 School Year at BA, Step 3 at \$36,927.00, pending the results of a criminal background check.

**R22-201 Approve Hiring of Speech Teacher**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Kira Russo as a Speech Teacher for the 2022-2023 School Year at MA, Step 3 at \$59,050.00, pending the results of a criminal background check.

**R22-202 Approve Hiring of Paraprofessional**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Sarah Blanchard as a Paraprofessional for the 2022-2023 School Year at \$13.00 per hour, pending the results of a criminal background check.

**R22-203 Approve Carryover of Vacation Days**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the carryover of any unused vacation days in the 2021-2022 School Year to the 2022-2023 School Year for Richard Walters.

**R22-204 Approve Carryover of Vacation Days**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the carryover of any unused vacation days in the 2021-2022 School Year to the 2022-2023 School Year for Grace Castellano.

**R22-205 Approve Substitute Per Diem Pay Rates**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the following substitute rates for the 2022-2023 School Year:

Paraprofessional	\$90.00 Per Diem
Teacher	\$125.00 Per Diem
Nurse	\$200.00 Per Diem
Custodian without Black Seal Boiler Licenses	\$14.00 Per Hour
Custodian with Black Seal Boiler License	\$16.00 Per Hour

**R22-206 Approve Social Worker Intern**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve Jennifer Fowles as a Social Worker Intern from September 1, 2022 to December 2023 at 13.5 hours per week for 15 weeks during the Fall and Spring Semesters and 10 weeks for the Summer Semester.

**R22-207 Approve Summer Custodial Staff**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following summer custodial staff:

Name	Hourly Rate
Agnes Hatziorfanos	\$16.00
Madeline Lomanaco	\$16.11
Theresa Tausendfreund	\$16.11
Bryan Collins	\$13.50
Chris Sciarrino	\$14.00
Joseph Scialla	\$13.00
Connor Roof	\$13.00
Kelly Burham-Crisman	\$13.00
Loren Arvary	\$13.00
Carlton Ashton	\$13.25
Andrew Rice	\$13.00

**R22-208 Approve ESY Teaching Staff**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following teachers for the summer ESY program paid at \$42.00 per hour for 4 hours per day:

Linnette Benes	Isabelle Becker
Barbara O'Connell	Ali Wolfskehl

**R22-209 Approve ESY Nursing Staff**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following nurses for the summer ESY program paid at \$42.00 per hour for 4 hours per day:

Jennifer Roof	
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**R22-210 Approve ESY Paraprofessional Staff**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following paraprofessionals for the summer ESY program paid at the 2022-2023 hourly rate for 3 hours per day:

Name	Hourly Rate
Loren Arvary	\$13.00
Annamaire Cain	\$18.32
Debra Kittle	\$20.01
Brooke Moore	\$13.00
Bernadine Pagano	\$13.00
Corey Russo	\$13.00

Jeanne Socha	\$22.15
Tammy Quick	\$18.20
Anna Van Wattering	\$14.83
Evelyn Barno	\$13.00

**R22-211 Approve ESY Bus Driving Staff**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following bus drivers for the summer ESY program paid at the 2022-2023 hourly rate for 2.50 hours per day:

Name	Hourly Rate
Jeanne Socha	\$22.15
Tammy Quick	\$18.20

**R22-212 Approve ESY Substitutes**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following substitutes for the summer ESY program:

Name	Position	Rate
Marybeth Pollard	Paraprofessional	\$20.01 Per Hour
Corey Russo	Teacher	\$125.00 Per Diem
Nickolas Moustakas	Teacher	\$125.00 Per Diem
Christine Rodesiler	Nurse	\$200.00 Per Diem

**R22-213 Approve Teachers to Attend IEP Meetings**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following teachers to attend IEP meetings as needed at \$42.00 per hour:

Name	Position
Krissy Wohlers	Regular Education
Katie Kline (Untamo)	Regular and Special Education
Tammy Messina	Regular Education
Kerry Erickson	Regular Education
Heather Sutton	Special Education
Anjanette May	Special Education

**R22-214 Approve Child Study Team Members for Summer Meetings and Evaluations**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following child study team members for summer meetings and evaluations to be paid at their per diem rate:

Name	Number of Days
Sheri Brady	Up to 6 days for Blairstown and 2 days for



	Frelinghuysen
Nickolas Moustaksa	Up to 5 Days
Wendy Keefer	Up to 5 Days

**R22-215 Approve Teachers for Summer Curriculum Writing**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the following teachers for summer curriculum writing at \$42.00 per hour:

<b>Name</b>	<b>Subject</b>	<b>Hours</b>
Carissa Sambolec	Social Studies	25
Angela Scalise	Social Studies	25
Aimee Voss	Social Studies	25
Jen Pillion	Social Studies	25
Katie Kline (Untamo) and Tara Anderson	Social Studies	25
Joan Pelosi	Social Studies	25
TBD	Kindergarten Social Studies	25
Julianna Goncalves	Spanish	20
Kim Truelove	Art	20
TBD	Comprehensive Health and Physical Education	20
Clorimar Rios-Holyoak	Computer Science and Design Thinking	20
TBD	Music	20

**R22-216 Approve Salary Correction**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the salary correction for Ali Wolfskehl from BA Step 2 to MA Step 2 in the amount of \$59,285 to be paid retroactively for the 2021-2022 School Year

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

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

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

**M. EDUCATION**

*Resolutions R22-217 through R22-221 will be moved in one roll call vote*

**R22-217 Accept Revised NJ Quality Single Accountability Continuum (NJQSAC) Report**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to accept the Revised NJ Quality Single Accountability Continuum (NJQSAC) Report for the 2021-2022 School Year.

**R22-218 Approve Contract with Allison Peck for PT Services**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the contract with Allison Peck for Physical Therapy Services in the amount of \$88 per hour for the 2022-2023 School Year.

**R22-219 Approve Contract with KMD Therapy for OT Services**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the contract with KMD Therapy for Occupational Therapy Services in the amount of \$80 per hour for the 2022-2023 School Year.

**R22-220 Approve Contract with J&B Therapy for Summer ESY Speech Services**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to approve the contract with J&B Therapy for summer ESY Speech Services in the amount of \$87 per hour, up to 15 hours per week for the 2022-2023 School Year.

**R22-221 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 \$320,213.28 for the 2022-2023 School Year:

<b>Route</b>	<b>Cost</b>
1 (Mouse)	\$37,810.26
3 (Apple)	\$30,648.41
4 (Duck)	\$32,841.06
5 (Tree)	\$25,445.07
7 (Book)	\$29,540.27
8 (Bluebird)	\$26,383.66
ST123 (Bee, Kite, Ice cream)	\$123,141.05
RVCS	\$14,403.48

Motion by \_\_\_\_\_, second by \_\_\_\_\_  
**Roll Call:** by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerkhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

## N. FACILITIES

*Resolutions R22-222 through R22-223 will be moved in one roll call vote*

### **R22-222 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
Allison Swift	Blairstown Youth Basketball	Gym, Gym Lobby	9/12/2022 to 10/7/2023, Mondays and Thursdays 6:00-9:30 PM
Allison Swift	Blairstown Youth Basketball	Cafeteria	10/18/2022 to 10/20/2022, Mondays and Thursdays 5:00-9:30 PM
Allison Swift	Blairstown Youth Basketball	Gym	11/1/2022 to 3/31/2023. Mondays through Fridays, 3:15-4:30 PM
Allison Swift	Blairstown Youth Basketball	Gym	11/1/2022 to 3/31/2023. Mondays through Fridays, 5:00-10:00 PM
Allison Swift	Blairstown Youth Basketball	Gym	11/1/2022 to 3/31/2023. Saturdays, 8:30 AM-5:00 PM
Allison Swift	Blairstown Youth	Gym and Gym	1/7/2023 8:30 AM-

	Basketball	Lobby	5:00 PM
Allison Swift	Blairstown Youth Basketball	Cafeteria	3/21/2023, 5:00-9:00 PM

**R22-223 Resolution Dedication, Michael Feeney**

**WHEREAS**, the Blairstown Elementary School Board of Education recognizes that Michael Feeney has provided the Blairstown School District with dedication, devotion, caring, and sincere effort, and

**WHEREAS**, Michael Feeney spent thirty-seven years serving as an educator, Title 1 Coordinator, Director of Curriculum, Assistant Principal, Principal, and the last five years of his career as a beloved Superintendent of the Blairstown Elementary School, and

**WHEREAS**, Michael Feeney, throughout his tenure, diligently provided for all the children and staff of the Blairstown School District, maintaining high standards, doing more than others expected, doing his best in everything and in every way, and

**WHEREAS**, Additionally, Michael Feeney was a leader in the community serving on numerous committees, boards, and organizations all for the betterment of Blairstown and its citizens and children;

**NOW THEREFORE BE IT RESOLVED THAT** we wish to officially dedicate and name with honor and deep appreciation, the Blairstown Elementary School Library to the “Michael Feeney Library” and

**BE IT FURTHER RESOLVED THAT** we record in our minutes this commendation, that all now and in the future may know and appreciate the devotion of this fine man and the esteem in which he is held, and

**THIS BE RESOLVED**, by the Blairstown Elementary School Board of Education, on this 16th day of June, 2022.

Motion by \_\_\_\_\_, second by \_\_\_\_\_  
**Roll Call:** by Matthew P. Herzer, Business Administrator

Board Member	Vote	Board Member	Vote
Mr. Cook		Ms. Klein	
Mrs. Fredericks		Mrs. McElroy	
Mrs. Gerkhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

## **O. CORRESPONDENCE**

## **P. NEW BUSINESS**

## **Q. OLD BUSINESS**

1. Cluster board services ad-hoc committee
2. Additional Security Measures

## **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, 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 finished 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.

## **R. LEGISLATIVE UPDATE**

## **S. 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 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

## **T. RECONVENE PUBLIC SESSION**

### **Voice Vote:**

Motion by \_\_\_\_\_, second by \_\_\_\_\_ to leave executive session at \_\_\_\_\_ PM

## **U. ADJOURNMENT**

### **Voice Vote:**

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