

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

**Blairstown, New Jersey 07825**

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

## **SUPERINTENDENT'S AGENDA**

**Tuesday, November 15, 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**

Presentation by the Climate and Culture Team.

## **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**

October 20, 2022 – Regular Meeting Minutes

### **Voice Vote:**

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

## **K. FINANCE**

*Resolutions R23-76 through R23-81 will be moved in one roll call vote*

### **R23-76 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 October 21, 2022 and November 15, 2022.

<b>Fund 10 – Current Expense</b>	<b>\$938,037.57</b>
<b>Fund 20 – Special Revenue</b>	<b>\$35,249.17</b>
<b>Fund 60 – Food Service</b>	<b>\$9,581.25</b>
<b>Grand Total</b>	<b>\$982,867.99</b>

**R23-77 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 October 2022.

**R23-78 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 September 2022, approved by the Board as recommended by the School Business Administrator.

**R23-79 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 September 30, 2022, after review of the Secretary's monthly financial reports for September 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.

**R23-80 Approval to Withdraw Funds from Capital Reserve**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to authorize the Superintendent to withdraw \$38,000.00 from the Capital Reserve Account to fund the architectural services for the repair and replacement of the Schaare Wing elevator.

**R23-81 Approval to Withdraw Funds from Maintenance Reserve**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to authorize the Superintendent to withdraw \$18,240.00 from the Maintenance Reserve Account for the repainting of the gym.

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. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

## L. PERSONNEL

*Resolution R23-82 will be moved in one roll call vote*

### **R23-82 Accept Resignation**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent accept the resignation for Richard Walters, Custodian effective March 1, 2023 for purposes of retirement.

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 R23-83 through R23-84 will be moved in one roll call vote*

### **R23-83 Approve Attached HIB Report**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the attached HIB report.

### **R23-84 Approve Attached Nursing Services Plan**

**BE IT RESOLVED**, that the Board of Education upon recommendation by the Superintendent to approve the attached nursing services plan.

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

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

## N. FACILITIES

*Resolutions R23-85 through R23-86 will be moved in one roll call vote*

### **R23-85 Invoke NJSA 18A:18A-7 for Emergency Contracts for Architectural Services for Repair and Replacement of the Schaare Wing Elevator**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent to invoke NJSA 18A:18A-7 to appoint FKA Architects for architectural services for the repair and replacement of the Schaare Wing elevator for a cost of \$38,000.00.

### **R23-86 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
Elisa Diego	BES 6 <sup>th</sup> Grade Parent Committee	Library	1/9/2023, 5:30 PM to 6:30 PM

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. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

## O. POLICY

*Resolution R23-87 will be moved in one roll call vote*

### **R23-87 Approve Second Reading of Policies**

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

P 8600 – Student Transportation

P 3216 – Dress and Grooming

P 4216 – Dress and Grooming

P 5512 – Harassment, Intimidation, or Bullying

P 5516 – Use of Electronic Communication and Recording Devices (ECRD)

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. Gerhardt		Mrs. Sikkes	
Mrs. Hambos		Mr. Van Valkenburg	
Mrs. Hawkswell			

## P. CORRESPONDENCE

## Q. NEW BUSINESS

## R. OLD BUSINESS

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

## S. 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, 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.

## **T. LEGISLATIVE UPDATE**

## **U. 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:

**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

**V. RECONVENE PUBLIC SESSION**

**Voice Vote:**

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

**W. ADJOURNMENT**

**Voice Vote:**

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