

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, August 30, 2018 Meeting

7:00PM

BOARD MEMBERS:

Mrs. Lauren Glory, President

Mr. Jeremy Cook, Vice-President

Mrs. Michelle Gerhardt, Mrs. Kelly Hadden, Mr. John Karolchyk,

Mrs. Donna Krauss, Mrs. Shelly Mantegna, Mrs. Jennifer McElroy,

and Mrs. Jamie Shaffer

CALL TO ORDER

FLAG SALUTE

NOTICE OF MEETING

Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by publishing in the Express Times on January 15, 2018 and by posting a copy of the meeting schedule by the front door of the school and at the Blairstown Municipal Building.

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.

ROLL CALL

APPROVE REGULAR MINUTES* - Motion to approve the minutes as submitted for June 7, June 20, and July 18, 2018.

NEW BUSINESS

1. Superintendent's Update
2. November BOE Candidates – The following candidates have submitted their petitions for the November BOE election: Lauren Glory (incumbent), as well as Rosette Inscho, Nicole Rolph, and Shanna Sikkes.

PUBLIC HEARING & PETITION

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APPROVE FINANCIAL REPORTS * (RCV) - Motion to approve the attached list of transfers for the month of May in the amount of \$14,100, and June in the amount of \$291,356.00 and the May and June Board Secretary's reports, in agreement with the Treasurer's Reports, in the amount of \$1,346,912.61 and \$1,533,260.25, respectively, in Total Government Funds; and to certify that as of June 30, 2018, after review of the Secretary and Treasurer's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation with N.J.A.C.6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial obligation for the fiscal year.

APPROVE PAYMENT OF BILLS* (RCV) - Motion to approve payment of the Bills & Claims Lists for the General Fund in the amount of \$560,757.73 and for the Food Service Fund in the amount of \$217.14.

MOTION ITEMS

A. PERSONNEL

Motion to approve the following nine Personnel items (RCV):

1. Appoint Substitute Teacher – To accept Mr. Saalfield's recommendation to add the attached list of names substitute lists for the 2018-19 School Year.
2. Approve SBA's 2018-19 Contract – To approve Mrs. Petty's 2018-19 contract with a salary increase of 2.65% and per the terms agreed at the June 7th meeting, as approved by the County DOE Superintendent.
3. Move Across BEA Salary Guide – To approve Mrs. Heather Sutton's request to move across the BEA Salary guide to the Master's Degree plus 45 credits column, effective September 1, 2018.
4. Accept Resignation – To accept Lisa Edmunds's resignation as an aide, effective June 30, 2018.
5. Hire Part-Time Teacher - - To accept Mr. Saalfield's recommendation to hire Linette Benes as a part-time teacher (.82 contract) on Master's Step 8 of the BTA 2018-19 Salary Guide, pending receipt of background check confirmation. (Ms. Benes will be teaching pre-school this year).
6. Hire Full-Time Teacher – To accept Mr. Saalfield's recommendation to hire Carolyn Collins as a full-time teacher on Master's +15 credits, Step 9 of the BTA 2018-19 Salary Guide, pending receipt of background check confirmation. (Mrs. Collilns will replace Mrs. Sutton in third grade).
7. Extend Part-Time Contract for A. Cain – To extend Annamarie Cain's part-time contract to 5.75 hours per day for the 2018-19 School Year. (The additional time will be for her time as a bus aide).

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8. Approve Maternity Leave – To approve Mrs. Goncalves’s maternity leave request, dated June 19, 2018, from November 19, 2018 – March 1, 2019.
9. Approve Stipend List – To approve the attached stipend list for 2018-19.
10. Comprehensive Equity* – To approve the 2018-19 Comprehensive Equity Plan.

B. FINANCE

Motion to approve the following four Finance items (RCV):

1. Approve Parent Transportation Contract – To approve a parent transportation contract in the amount of \$50/day for the 2018-19 School Year.
2. Approve Mountain Lakes Contract for Itinerant Services – To approve a contract with the Mountain Lakes Board of Education in the amount of \$12,480 for itinerant services for three students who are auditorily impaired for the 2018-19 School Year.
3. Approve Celebrate the Children Tuition Contract - To approve a special education tuition contract for one student with Celebrate the Children in the amount of \$71,500 for the 2018-19 School Year.
4. Approve ABA Clinic Contract – To approve a contract with The ABA Clinic, LLC to provide Applied Behavior Analysis services to students with special needs at the hourly rate of \$105 for the 2018-19 School Year. (The anticipated need is four hours/month).

C. EDUCATIONAL

1. HIB Report 2017-20185 - Motion to approve Superintendent’s action on HIB 2017-20185 as reported at the June 7th meeting.
2. HIB Report 2017-20186 – Mr. Saalfield will provide the Board with a report of a late June incident.
3. Approve Danielson Model – Motion to approve the Danielson Model for Teacher Evaluations and the NJDOE Principal’s Evaluation model for the Principal and Supervisors.
4. Approve 2018-21 Strategic Plan – Motion to approve the 2018-2021 Strategic Plan Action Plan.

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D. FACILITIES

Motion to approve the following four Facilities items (RCV)

1. Approve Facilities' Use Requests – To approve the attached list of Facilities' Use Requests.
2. Approve USA Hoist Co., Inc. Contract – To approve a contract for elevator maintenance with USA Hoist Co., Inc. in the amount of \$240 per month for the 2018-19 School Year.
3. Approve Change Order #1 for Gym Lobby Lavatory Project – To approve Change Order #1 in the amount of \$5,085.25 with Northeastern Interior Services LLC, per the recommendation of FKA Architects. (This change order was due to needing to repair an existing leaking pipe in order to proceed with the project).
4. Approve Change Order #1 for Flooring Project - To approve Change Order #1 in the amount of \$1,187.90 with A.M.P. Flooring due to additional floor preparation needed in the Main Office. (Please note that due to moisture issues in the BOE office, the carpet may need to be re-installed at a future date).
5. Approve Disposition of School 2005 Bus – To authorize the School Business Administrator to dispose of the 2005 school bus no longer in use through the Hunterdon County Educational Services Commission or through the bid process, per Board Policy #7300.

D. SCHOOL SECURITY UPDATE

E. TRANSPORTATION

1. Approve 2018-19 Bus Routes – Motion to approve the 2018-19 bus routes as prepared by Mrs. Scialla, our Transportation Coordinator.
2. Approve Bus Contract #ST3 – Motion to approve the Transportation Contract #ST3 in the amount of \$38,907.35 for the 2018-19 School Year, bringing the total amount of contracts to \$309,286.94 (a 1.51% increase over 2017-18).

F. POLICY

1. Second Reading & Adoption - Motion to approve the second reading and adoption of Policy and Regulations #5561, Use of Physical Restraint and Seclusion.
2. First Readings – Motion to approve the mandated first reading of Policy #4250, adding a paragraph for bus Aides, as well as Policy 1613 (Disclosure and Review of Applicant's Employment History) and 5512 (HIB).

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CORRESPONDENCE

OLD BUSINESS

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE – J. Karolchyk

EXECUTIVE SESSION – Motion to convene to Executive Session to review June minutes and to discuss the BEA grievance, the results of which will be released to the public as soon as the reason for confidentiality no longer exists.

ADJOURNMENT