

# **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

Blairstown, New Jersey 07825

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

## **SUPERINTENDENT'S AGENDA**

Thursday, February 15, 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 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 January 8, 2018.

### **NEW BUSINESS**

1. Superintendent's Update
2. Principal's Report\*

### **PUBLIC HEARING & PETITION**

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**APPROVE FINANCIAL REPORTS** \* (RCV) - Motion to approve the attached list of transfers for the month of December in the amount of \$73,250 and the December Board Secretary's reports, in agreement with the Treasurer's Reports, in the amount of \$1,661,281.09 in Total Government Funds; and to certify that as of December 31, 2017, 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 \$997,948.57 and for the Food Service Fund in the amount of \$\_\_\_\_\_.

**MOTION ITEMS**

**A. PERSONNEL**

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

1. Hire School Nurse - To accept the Superintendent's recommendation to hire Mrs. Jennifer Roof as the School Nurse (full-time) on Bachelor's Step 1, effective February 16, 2018.
2. Hire Substitutes – To accept the Superintendent's recommendation to add the names of Natalie Dispoto, Heather Vivian, and Lara Yeager to the substitute teacher list for the remainder of the 2017-18 School Year.
3. Appoint Alphabet Academy Staff – To accept the Superintendent's recommendation to appoint Mrs. O'Connell as the after-school Alphabet Academy Teacher and Mrs. McDonald as the substitute, both at the hourly rate of \$40, per the terms of the BEA contract. (This new program will run three days/week for six weeks).
4. Salary Increase for School Business Administrator – Hearing (Mr. Saalfield will provide background information) and then a motion will be requested for the approval of a salary increase for Molly Petty, School Business Administrator.

**B. FINANCE**

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

1. Approve Workshop and Travel Reimbursement Requests – To approve the attached list of workshop and travel mileage reimbursement requests.
2. Approve SEMI Waiver - To approve the 2018-19 SEMI Waiver Request.

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3. Approve Child Study Team (CST) Services for Frelinghuysen – To approve a contract, effective February 16th, with the Frelinghuysen Township Board of Education for the Blairstown CST members to conduct student evaluations at the rate of \$400/evaluation and to attend Child Study Team meetings at the Frelinghuysen School at the rate of \$75/hour for each participating member of our CST. Mrs. Petty will invoice the Frelinghuysen Township BOE on a quarterly basis for these services.
4. Return of Skylands Foundation Funds – Informational: The amount of funds received as a result of the dissolution of the Skylands Foundation was \$1,186.85.
5. NJ Clean Energy Rebate Received – Informational: A rebate in the amount of \$855 was received for last summer's lighting project in the gymnasium.
6. Interest Rates – Mrs. Petty is researching the possibility of investing some of the BOE funds in a CD, now that interest rates are beginning to increase. (Our checking accounts at the First Hope Bank are currently earning .8%.) If the appointment of a new bank is required, that approval will be requested at the March meeting.

**C. FACILITIES**

1. Facilities' Use Requests – Motion to approve the attached list of Facilities' Use Requests.

**D. EDUCATIONAL**

1. Approve Class Trip Requests – Motion to approve the Multiple Disabilities class trip request to go to North Warren Regional Middle School on March 15, 2018 and the Fifth Grade Classes to walk to the Methodist and Presbyterian Church food banks on February 23, 2018.
2. Superintendent's Presentation of 2016-17 NJ School Performance Report
3. HIB Report 2017-20182

**CORRESPONDENCE**

- OLD BUSINESS** - Our next Strategic Planning Meeting dates will be February 20 & March 20.
- Reminder for all Board members to complete their Financial Disclosure documents online.
  - Distribution by Mrs. Glory of 2018 BOE Committee Lists

**PUBLIC HEARING & PETITION**

**LEGISLATIVE UPDATE** – J. Karolchyk

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**EXECUTIVE SESSION** – Motion to convene to Executive Session to review January 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**