

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, March 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 February 15 and 20, 2018.

NEW BUSINESS

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

PUBLIC HEARING & PETITION

Blairstown Township Board of Education

March 15, 2018 Meeting Agenda

Page 2

APPROVE FINANCIAL REPORTS * (RCV) - Motion to approve the attached list of transfers for the month of January in the amount of \$205,700.00 and the January Board Secretary's reports, in agreement with the Treasurer's Reports, in the amount of \$1,152,018.28 in Total Government Funds; and to certify that as of January 31, 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 \$_____ and for the Food Service Fund in the amount of \$_____.

BOE ETHICS PRESENTATION BY NJSBA

MOTION ITEMS

A. PERSONNEL

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

1. Hire Substitutes – To accept the Superintendent's recommendation to add the names of _____, to the substitute teacher list for the remainder of the 2017-18 School Year.
2. Approve FMLA Request –To approve the dates of Mrs. Truelove's FMLA Request for approximately four weeks (February 20 – March 23, 2018).
3. Accept Resignation – To accept Mrs. Conover's resignation as an aide, effective February 22, 2018.

B. FINANCE

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

1. Approve Workshop and Travel Reimbursement Requests – To approve the attached list of workshop and travel mileage reimbursement requests.
2. Approve Child Study Team (CST) Services for Frelinghuysen – To approve a contract, effective March 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.

Blairstown Township Board of Education

March 15, 2018 Meeting Agenda

Page 3

3. Sussex County Regional Transportation Cooperative – To approve the attached joint resolution for participation in Sussex County Regional Transportation Cooperative’s program for the 2018-19 School Year, with a 4% administration fee.

4. Warren County Special Services School District – To approve the attached resolution to participate in the Warren County Special Services School District’s Coordinated Transportation program for the 2018-19 School Year, with a 4% administration fee.

2018-19 PRELIMINARY BUDGET

Mr. Saalfield and Mrs. Petty will review financial and instructional highlights of the proposed 2018-19 preliminary budget, noting that there will be a _____% increase in the tax levy. (Please note that state aid figures will not be released until March 15th, so you will receive financial details of listed items at the meeting).

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. and N.J.A.C. Title 6 and 6A.

EXPENDITURES:

Fund 10: General Fund	\$
Fund 20: Special Revenue Fund	<u>\$</u>
Total Expenditures:	<u>\$</u>

REVENUE:

General Fund

Local Tax Levy	\$
State Aid	\$
Budgeted Fund Balance	\$
Withdrawal from Capital Reserve	\$
Federal Impact Aid	\$ 35,000
Miscellaneous Revenue	\$
Tuition Revenue for Preschool	<u>\$ 10,000</u>
Total for General Fund	\$

Special Revenue Fund

Grants	<u>\$</u>
Total for Special Revenue Fund	\$

TOTAL REVENUE **\$ 9,400,000**

Blairstown Township Board of Education

March 15, 2018 Meeting Agenda

Page 4

Motion to adopt the 2018-19 Preliminary Budget in the above amounts, with a tax levy of \$_____, with accompanying limits outlined below for professional services and mileage reimbursement, and to submit the budget to the County office for review and approval:

School Attorney	\$35,000
School Auditor	\$18,000
School Physician	\$ 3,000
Independent Student Evaluations	\$ 2,500

Maximum amount of \$1,000 per employee for mileage reimbursement for 2018-19, with total reimbursement not to exceed \$6,000 for the District.

C. EDUCATIONAL

1. HIB Report 2017-20182 – Motion to approve Superintendent’s action on HIB 2017-20182 as reported at the February 15th meeting.

D. SCHOOL SECURITY – Discussion on installation of metal detector(s).

CORRESPONDENCE

OLD BUSINESS - Our next Strategic Planning Meeting date will be March 20 at 7PM.

- Reminder for all Board members to complete their Financial Disclosure documents online.

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE – J. Karolchyk

EXECUTIVE SESSION – Motion to convene to Executive Session to review January & February 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