## **BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**

Blairstown, New Jersey 07825

www.blairstownelem.net

### SUPERINTENDENT'S AGENDA Thursday, April 28, 2016 Meeting 7:00PM

# BOARD MEMBERS:Mr. Dirk Herrmann, PresidentMrs. Margaret McLain, Vice-PresidentMr. Jeremy Cook, Mrs. Lauren Glory, Mrs. Kelly Hadden,Mr. John Karolchyk, Mrs. Shelly Mantegna, Mrs. Leslie Ruben,and Mrs. Jessica Wood-Rosso

#### 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 aligned with the Common Core Standards.

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

<u>APPROVE REGULAR MINUTES</u>\* - Motion to approve the minutes as submitted for March 17, 2016.

#### NEW BUSINESS

- 1. Superintendent's Update
- 2. Principal's Report
- 3. <u>Finalize 2015-16 Year-End School Calendar</u> Motion to finalize the 2015-16 Year-end School Calendar with the last day of school to be June 16<sup>th</sup>. Our Grade 6 promotional ceremony will be June 15<sup>th</sup> at 6PM.
- 4. <u>Change Date of June BOE Meeting</u> Motion to change date of June meeting from June 16 to June 9.

#### **PUBLIC HEARING & PETITION**

<u>APPROVE FINANCIAL REPORTS</u> \* (RCV) - Motion to approve February Transfers in the amount of \$51,500 and the Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,601,274.55 for February 2016 in total Government Funds; and to certify that as of February 29, 2016, 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.

<u>APPROVE PAYMENT OF BILLS</u>\* (RCV) - Motion to approve payment of the Bills & Claims List for the General Fund in the amount of \$844,109.46 and for the Food Service Fund in the amount of \$11,205.69.

#### **MOTION ITEMS**

#### A. PERSONNEL

Motion to approve the following Personnel items (RCV):

- 1. <u>Accept Resignation</u> To accept Mrs. Maglio's letter of resignation for the purpose of retirement, effective June 30, 2016. Mrs. Maglio has been a preschool aide for 18 years.
- 2. <u>CSA Evaluation Process</u> Please see the attachment for details of the evaluation process.

#### B. <u>FACILITIES</u>

- <u>Asbestos Removal Project for Library Wing Flooring</u> Motion to accept the attached list of quotes for the floor removal project in the Library Wing in June 2016 and to award the contract to VMC in the amount of \$19,800.00 for Area #1 (Upper Library and rooms on sides), and in the amount of \$6.00 per square foot for any carpet needed to be removed in the lower library area (to be determined after June 1<sup>st</sup>).
- 2. Water Test Results -

#### C. EDUCATIONAL

Motion to approve the following Educational item:

- <u>HIB Incident #B3</u> Motion to affirm or deny Mr. Saalfield's handling of the B3 incident as reported to the Board at its March 17<sup>th</sup> meeting.
- 2. HIB Incident #B4 Report -

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#### D. FINANCE

Motion to approve the following five Finance motions (RCV):

- 1. <u>Workshop & Mileage Reimbursement Requests</u>\* To approve the attached list of workshop and mileage reimbursement requests.
- 2. <u>NJSIG ERIC West Grant Application</u> To approve the New Jersey School Boards Insurance Group ERIC West grant application in the amount of \$2,800 to be used toward the purchase of fencing near the playground.
- 3. <u>WCSSSD Coordinated Transportation</u> To adopt the Warren County Special Services School District Resolution for Participation in Coordinated Transportation for the 2016-17 School Year.
- 4. <u>SCRTC Joint Transportation</u> To adopt the Sussex County Regional Transportation Cooperative Resolution for Participation in their Joint Transportation Agreement for the 2016-17 School Year.
- 5. <u>Accept Donation</u> To accept the donation of five CPR mannequins from the Blairstown Rotary.

# **2016-17 BUDGET ADOPTION**

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.

Anticipated Enrollment:	_530_	Students (includes 19 at Ridge & Valley Charter School)
<u>REVENUE</u> :		
General Fund		
Local Tax Levy	\$ 6,520,000	
State Aid	\$ 1,978,747	
Budgeted Fund Balance	\$ 250,000	
Withdrawal from Capital Reserve	\$ 667,400	
Federal Impact Aid	\$ 35,000	
Miscellaneous Revenue	\$ 28,853	
Tuition Revenue for Preschool	\$ 20,000	
Total for General Fund	\$ 9,500,000	
Special Revenue Fund		
Grants	\$ 195,000	
Total for Special Revenue Fund	\$ 195,000	

TOTAL REVENUE

\$ 9,695,000

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#### **EXPENDITURES**:

Fund 10: General Fund	\$ 9,500,000
Fund 20: Special Revenue Fund	<u>\$ 195,000</u>
Total Expenditures:	\$ 9,695,000

Motion to adopt the 2016-17 Budget in the above amounts, with a tax levy of \$6,520,000.

#### **POLICY**

 First Readings – Motion to approve the first readings of the following policies: P0167 – Public Participation in Board Meetings P0168 – Recording Board Meetings P2422 – Health & Physical Education P2425 – Physical Education (Abolished) P2431 – Athletic Competition R2431.2 –Medical Exam... P&R 5111 –Eligibility of Resident/Nonresident Students P&R5310 – Health Services P&R5330.01 –Administration of Medical Marijuana P5460 – High School Graduation P&R8462 –Reporting Potentially Missing or Abused Children P8550 – Outstanding Food Service Charges

#### **OLD BUSINESS**

- <u>Ethics Forms</u> Reminder to complete your online School Ethics forms by April 30. Emails for each Board member should have been received in January.
- Lambert Road Update The Subdivision Deed was sent for Mr. Herrmann's signature.
- Blairstown Land Use Board Legal Notice Regarding Change in Use for Property Located at 13 Stillwater Rd
  Next Land Use Board Meeting to be Held May 16th

#### **CORRESPONDENCE**

-Letter from HCESC – 2015 Purchasing Savings was \$78,012.47.

#### **PUBLIC HEARING & PETITION**

#### **LEGISLATIVE UPDATE** – J. Karolchyk

**EXECUTIVE SESSION** – To discuss matters of Personnel concerning 2016-17 staffing, salaries, and the CSA Evaluation

1. <u>Renew Staff for the 2016-17 School Year</u> - Motion to accept the Superintendent's recommendation to hire the attached lists of tenured and non-tenured professional staff as well as paraprofessional staff for the 2016-17 School Year.

#### **ADJOURNMENT**