

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, June 8, 2017 Meeting

7:00PM

BOARD MEMBERS:

Mr. Dirk Herrmann, President

Mrs. Lauren Glory, Vice-President

Mr. Jeremy Cook, Mrs. Michelle Gerhardt, Mrs. Kelly Hadden,

Mr. John Karolchyk, Mrs. Donna Krauss, Mrs. Shelly Mantegna,

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 and 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 May 18, 2017.

NEW BUSINESS

1. Superintendent's Update

2. Principal's Report

3. BOE Candidates – Mrs. Petty will have BOE Nominating Petitions available for any resident of Blairstown or Hardwick who would like to run for a three-year term (January 2018 – December 2020) in the November election. Expiring terms belong to J. Cook, D. Herrmann, and J. Wood-Rosso. Nominating Petitions are due to the County Clerk in Belvidere on July 31st.

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4. GATE Student Presentation on African Wells
5. BOE Self-Evaluation Process - Please see Mrs. Petty's Memo to BOE in the agenda packet.

PUBLIC HEARING & PETITION

APPROVE TRANSFERS & FINANCIAL REPORTS * (RCV) - Motion to approve April Transfers in the amount of \$8,900.00 and the April Board Secretary's reports in the amount of \$996,904.19 in Total Government Funds; and to certify that as of April 30, 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 \$408,454.78 and the Food Service Fund in the amount of \$_____.

MOTION ITEMS

A. **PERSONNEL** - Motion to approve the following five Personnel items (RCV):

1. Hire Summer Program Staff* – To accept the Superintendent's recommendation to hire the attached list of summer program staff, with aides at their hourly rates and teachers at \$40/hour.
2. Approve Summer Curriculum Writing Staff* – To approve the attached list of summer curriculum writing staff at \$40/hour.
3. Hire Summer Custodian – To accept the Superintendent's recommendation to hire Mark Bryant as a part-time summer custodian at the hourly rate of \$11.75.
4. Hire Teacher for New Special Education Class – To accept the Superintendent's recommendation to hire _____ as a full-time teacher on _____ Step ____ of the BEA salary guide for the 2017-18 School Year.
5. Move Across Guide – To approve Mrs. Pelosi's request to move across the BEA Salary Guide to the Master's + 30 credits column, which will be effective 9/1/17, per the terms of the BEA agreement.

B. **FINANCE** - Motion to approve the following ten Finance items (RCV):

1. Approve Legal Counsel Contract – To approve a contract for Board Counsel with Schwartz Simon Edelstein & Celso LLC, at the hourly rates of \$160 for partners, \$150 for associates, and \$100 for law clerks and paralegals, for the 2017-18 School Year, effective July 1st. (Same rates as 2016-17).

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2. Approve Substitute Nurse Services Contract – To approve a contract for substitute nurse services with Bayada Pediatrics in the amount of \$60/hour for RN services and \$50/hour for LPS services for the 2017-18 School Year, effective July 1st.
3. Approve Contract for Updated Fixed Asset Report – To approve a contract for an updated fixed asset report and property insurance appraisal for the 2016-17 school year with Duff & Phelps in the amount of \$1,100.00
4. Approve PT Contract- To approve a contract for physical therapy services for students with disabilities with Allison M. Peck, P.T., in the amount of \$84.00 per hour (a \$1.00/hour increase over 16-17) for the 2017-18 School Year.
5. Approve 2017-18 Lunch Prices – To approve a \$0.10 increase in student lunch prices to \$2.85 and an increase in adult lunch prices to \$3.85 for the 2017-18 School Year.
6. Approve Food Service Management Company – To approve a contract with Maschio's Food Services, Inc. for the management of food service operations for the 2017-18 School Year, with the management fee of \$7,230.00, and with a break-even guarantee.
7. Transportation Contract Renewals - To approve the following 2017-18 transportation contracts with Stocker Bus Company in the total amount of \$304,801.17 (with a 0.3% cost increase over 2016-17):

Route 1	\$32,389.32	Route 4	\$30,258.00	Route 8	\$24,308.49
Route 2	\$23,826.69	Route 5	\$23,443.73	Route ST123	\$101,849.69
Route 3	\$28,237.82	Route 7	\$27,216.85	Route RVCS	\$13,270.59
8. Approve Transfer to Capital Reserve Account – To approve a transfer to the Capital Reserve Account from estimated year-end surplus in an amount up to \$500,000.
9. Year-end Fiscal Close-Out – To approve payment of late June as well as July invoices, with Mr. Herrmann's review and signature before release of checks, and any needed year-end line-item transfers to close out the 2016-17 School Year.
10. Approve Workshops and Mileage – To approve the attached list of workshops and mileage reimbursement requests.
11. Chapter 47 Report – Informational: Pursuant to PL 2015, Chapter 47, the Blairstown Township Board of Education intends to renew, award, or permit to expire the following list of contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, NJ 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

2016-17 ANTICIPATED CONTRACTS FOR RENEWAL OR EXPIRATION (E)

	<u>Service</u>	<u>Vendor</u>	<u>Cost</u>
	Physical Therapy Contract	Allison Peck	\$83/Hour
	Occupational Therapy Contract	Kathleen DiFebo	\$78/Hour
	Board Counsel	Schwartz Simon Edelstein	\$160/150/100/Hour
	Tuition Contract - Sending	Celebrate the Children	\$69,431 – 180 Days
E	Tuition Contract - Sending	Knowlton Township BOE	\$40,000 – 180 Days
	Tuition Contract – Sending	Stillwater Township BOE	\$20,000
E	Tuition Contract – Sending	Great Meadows BOE	\$20,443
	Tuition Contract – Sending	WCSSSD	\$37,550
	Transportation Contract	Parent	\$50/ day – 180 Days
E	Food Service Management	Maschio’s Food Service Inc.	\$7,213 - Mgmt Fee
	Joint Transportation Contract	North Warren Regional	\$5,030 – 13 RVCS stu.
	Joint Transportation Contract	NWR	\$8,961 for non-public
	Coordinated Transportation Contract	WCSSSD	4% Admin Fee
	Coordinated Transportation Contract	SCRTC	4% Admin Fee
E	Snow Plowing Services	JB’s Landscaping	\$95/hour
	Annual Reappointment of Professionals:		
	Board Attorney	Schwartz Simon Edelstein & Celso	
	Board Auditors	Ardito & Co.	
	Board Engineer	Suburban Consulting Engineers	
	Insurance Agents	Brown & Brown	
	Health Insurance Brokers	Integrity Consulting Group	
	School Doctor	Dr. Boris Freyman	
	Eagle Ridge Services	Prep of NCLB Grant Appl.	\$4,200

C. FACILITIES

1. Award Contracts for Flooring Removal* – Motion accept the attached list of quotes and to award a contract to VMC for the base bid in the amount of \$22,000 for the **JUNE** 2017 removal of tile flooring in the 4th grade wing, to be paid for in the 2016-17 School Year.
 Motion to accept the attached list of quotes and to award a contract to VMC for the alternate bid in the amount of \$9,900 for the **JULY** removal of tile flooring in Rooms 29 and 40, to be paid for in the 2017-18 School Year.

D. EDUCATION

1. Approve HIB Self-Assessment Document* – Motion to approve the HIB Self-Assessment document to be submitted to the NJDOE in compliance with the Anti-Bullying Bill of Rights.

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2. D.A.R.E. to L.E.A.D
3. Professional Development at BES*
4. Language Arts Cluster Articulation*
5. Staff Higher Education Information*
6. New Jersey School Performance Report*

E. POLICY

1. Approve First Reading* – Motion to approve the first reading of the following policies:

3126	P&R	District Mentoring Program
3221	P&R	Evaluation of Teachers
3222	P&R	Evaluation of Teaching Staff Members, excluding Teachers and Administrators
3223	P&R	Evaluation of Administrators, excluding Principals, Vice-Principals, and Ass't Principals
3224	P&R	Evaluation of Principals, Vice-Principals, and Assistant Principals
3240	P&R	Professional Development for Teachers and School Leaders
5610	P&R	Suspension
5620		Expulsion
8505		Local Wellness Policy
8550		Unpaid Meal Charges/Outstanding Food Service Charges

OLD BUSINESS – Superintendent's Professional Development Plan

CORRESPONDENCE

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE – J. Karolchyk

EXECUTIVE SESSION – Motion to convene to Executive Session to review previous minutes and to discuss matters of Personnel (Superintendent's merit goals), the results of which will be released to the public once the reasons for confidentiality no longer exists.

ADJOURNMENT