

# BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

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

## SUPERINTENDENT'S AGENDA

Thursday, November 21, 2019 Meeting

7:00PM

### BOARD MEMBERS:

Mr. Jeremy Cook, President

Mrs. Michelle Gerhardt, Vice-President

Mrs. Rosette Inscho, Mr. John Karolchyk, Mrs. Donna Krauss,  
Mrs. Jennifer McElroy, Mrs. Nicole Rolph, Mrs. Jamie Shaffer,  
and Mrs. Shanna Sikkes

### 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 9, 2019 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 October 17, 2019.

### NEW BUSINESS

1. Superintendent's Update

2. Principal's Report

3. November 5, 2019 Preliminary Election Results

	<u>Blairstown</u>	<u>Hardwick</u>	<u>Total Votes</u>
Thomas Palmieri	729	235	964
Michelle Gerhardt	699	238	937
Karen Klein	651	244	895
John Karolchyk	612	183	795

4. Establish Date for 2020 Reorganization Meeting – Motion to establish January 9<sup>th</sup> as the date of the 2020 BOE Reorganization Meeting.

### **PUBLIC HEARING & PETITION**

The Blairstown Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. We ask that you wait to be recognized by the BOE President, and then state your name and address and any group affiliation you may have. All comments must be directed to the BOE President.

In the interest of fairness, we ask that you be brief and limit your comments to no more than 5 minutes.

The Board always has and will continue to give serious consideration to every issue that comes before it. Nothing that is said by the public is disregarded, and when necessary and appropriate, may be acted upon.

**APPROVE FINANCIAL REPORTS** \* (RCV) - Motion to approve the September Transfers in the amount of \$74,135 and the September Board Secretary's reports, in agreement with the Treasurer's Reports, in the amount of \$1,243,200.15, in Total Government Funds; and to certify that as of September 30, 2019, 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 List for the General Fund in the amount of \$797,467.06 and for the Food Service Fund in the amount of \$10,305.10.

### **MOTION ITEMS**

#### **A. PERSONNEL**

1. Approve Superintendent Evaluation Instrument – Motion to approve the NJSBA Superintendent evaluation instrument for the 2019-20 School Year.
2. Hire Paraprofessional\* - Motion to accept the Superintendent's recommendation to hire Burnadine Pagano as a part-time paraprofessional at the hourly rate of \$11, effective December 1, 2019.

**B. FINANCE**

1. Workshops & Mileage Reimbursement – Motion to approve the attached list of workshop and mileage reimbursement requests.
2. Approve Contract for Technology Services – Motion to approve \_\_\_\_\_ to provide Technical Services for a minimum of four hours/day, two days/week, at the hourly rate of \$ \_\_\_\_\_, effective November 22, 2019 – June 30, 2020.

**C. EDUCATIONAL**

1. HIB Investigation #19201 - Motion to approve the Superintendent's action on HIB Investigation #19201 as reported at the October 17<sup>th</sup> meeting and affirm that it was not found to be HIB.
2. HIB Investigation #19202
3. Nursing Services Plan\* – Motion to approve Nursing Services Plan for the 2019-20 School Year.
4. NJSBA Report on Mental Health Services (10/15)\* - Follow-up on 71 recommendations
5. Survey Discussion

**D. FACILITIES**

1. Approve M-1 & Comprehensive Maintenance Plan\* – To approve the M-1 Form and Three-Year Comprehensive Maintenance Plan for submission to the County School Business Administrator.
2. Green Acres Program Applications Update – Mrs. Petty mailed the Green Acres Program Applications for the Vail School and Lambert Road acreage on November 6, 2019.

Informational: Mrs. Petty called the Green Acres Program and found the process goes as follows:

- The application gets logged in
- The application then goes to the "Mapping Section"
- The application then goes to managing agencies, such as Fish & Wildlife, Parklands, etc.
- If the Green Acres Program is interested in acquiring either of the properties, they may accept our asking price or counter-offer, at which time the BOE can counter-offer again or reject outright.
- Transaction is not finalized until both parties have agreed on a selling price.
- Process can take 18-24 months.

4. Edge Hill Road Property Discussion

- a) Follow-up on Tax Assessor's determination of ownership of Edge Hill Road Property. Town's tax map lists the Township, not the BOE, as the owner of the property, but the Tax Assessor has stated that the ownership is unknown.

**E. POLICY**

1. Second Reading & Adoption of Policy #7510 – Motion to approve the second reading and adoption of Policy #7510 – Use of School Facilities, amending the starting time on Sundays to 9AM.
  
2. First Readings – Motion to approve the first reading of the following policies:
  - 8600 – Transportation
  - 4219 – Commercial Driver's License Controlled Substance and Alcohol Testing
  - 8670 – Transportation of Special Needs Students
  - 3159 – Teaching Staff Member/School District Reporting Responsibilities
  - 6112 – Reimbursement of Federal and Other Grant Expenditures
  - 8630 – Bus Driver/Bus Aide Responsibility
  - 3218 & 4218 – Use, Possession, or Distribution of Substances
  - 1641 – Earned Sick Leave Law

**CORRESPONDENCE**

**OLD BUSINESS**

Reminder – BOE Training Completion Date is December 31, 2019 – Does everyone want to do online training?

**PUBLIC HEARING & PETITION**

**LEGISLATIVE UPDATE** – J. Karolchyk

**ADJOURNMENT**