

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

ANNUAL REORGANIZATION MEETING

Thursday, January 9, 2020 Meeting – 7:00PM

BOARD MEMBERS: Mr. Jeremy Cook, Mrs. Michelle Gerhardt, Mrs. Rosette Inscho, Mrs. Karen Klein, Mrs. Jennifer McElroy, Mr. Thomas Palmieri, Mrs. Nicole Rolph, Mrs. Jamie Shaffer, and Mrs. Shanna Sikkes

PROCEDURES

The Board Secretary will call the meeting to order and read the Open Public Meetings Act announcement.

NOTICE OF MEETING

Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by publishing in the NJ Herald and by posting a copy of the meeting schedule by the front door of the school and at the Blairstown Municipal Building.

FLAG SALUTE

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

ADMINISTRATION OF OATH OF OFFICE TO NEW BOARD MEMBER, KAREN KLEIN

(Mr. Thomas Palmieri will be sworn in at a future meeting, after the results of his criminal history background check have been received).

CALL FOR NOMINATIONS FOR PRESIDENT

_____ nominated by _____.
_____ nominated by _____.

Motion to close the nominations for BOE President and cast the ballot for _____ as President of the Board of Education for 2020.

ELECTED PRESIDENT PRESIDES OVER REMAINDER OF MEETING

CALL FOR NOMINATIONS FOR VICE-PRESIDENT

_____ nominated by _____.
_____ nominated by _____.

Motion to close the nominations for Vice-President and cast the ballot for _____ as Vice-President of the Board of Education for 2020.

PERSONNEL AND/OR FIRMS APPOINTMENTS

Motion to appoint the following personnel and/or firms for 2020:

- | | |
|---|---|
| a. Board Architect | FKA Architects |
| b. Board Attorney | Adams Gutierrez & Lattiboudere, LLC |
| c. Board Auditors (See System Review Report)* | Ardito & Co. |
| d. Board Engineers | Suburban Consulting Engineers and RKO&E |
| e. Treasurers | Georgette Range & Joanne Ashton |
| e. School Business Administrator/Board Secretary | Molly Petty |
| f. Public Agency Compliance Officer, Custodian of Records,
Right-to-Know Compliance Officer, Affirmative Action Officer | Molly Petty |
| g. Substance Abuse Coordinator | Michele Andrews |
| h. Attendance Officer, Affirmative Action Officer,
504 Officer, Safety & Health Designee,
School Safety Specialist, and ADA Officer | Susan Elias |
| i. Homeless Liaison | Sheri Brady |
| j. AHERA Coordinator, Chemical Hygiene Officer,
Integrated Pest Management Coordinator, Asbestos
Management and PEOSHA Officer/Coordinator, & Indoor Air Quality Designee | Thomas Amalfitano |
| k. Insurance Agents | Brown & Brown |
| l. Health Insurance Brokers | Integrity Consulting Group |
| m. School Doctor | Dr. Boris Freyman |
| n. Psychological Examiner | Wendy Keefer |

DESIGNATIONS OF THE FOLLOWING APPOINTMENTS:

Motion to designate the following appointments for 2020:

- a. Official Newspapers: NJ Herald, Express Times; Alternate – Star Ledger
- b. Bank Depositories: First Hope Bank, PNC Bank, Valley National Bank
- c. Designate Board Secretary as the person responsible for investments.
- d. Authorize Superintendent and Board Secretary to make line item transfers, to be approved at the next meeting.
- e. Adopt all existing policies, School Safety Plan, textbooks, and curriculum of the Blairstown Twp. Board of Education for 2020.
- f. Adopt the Danielson Teacher Evaluation Model and the NJ Department of Education’s Administrator Model.
- g. Designate Superintendent’s secretary and CST secretary as the people responsible for each respective petty cash fund.
- h. Designate Superintendent and Board Secretary/SBA to implement 2020-2021 Budget pursuant with local/state policies and regulations.
- i. Adopt the NJSBA Code of Ethics*

BANK SIGNATORIES:

Motion to designate the following signatures on each bank account for 2020:

General - President, Treasurer, Secretary (Bank requires two of the three signatures)	
Payroll - Treasurer	SUI - Treasurer
Agency - Treasurer	Cafeteria - Treasurer

BOARD MEMBER APPOINTMENTS:

(The new Board President will appoint committee members at the February meeting. Please see the current list of committees*).

2020 BOARD MEETING SCHEDULE* – Motion to approve the attached schedule of 2020 Board meetings.

SUPERINTENDENT'S AGENDA

APPROVE REGULAR MINUTES * - Motion to approve the minutes as submitted for November 21 and December 5, 2019.

NEW BUSINESS

1. Superintendent's Update
2. Principal's Report
3. Donation Acceptance – Motion to accept a donation in the amount of \$350 from Mr. and Mrs. Randy Warden for payment of all outstanding lunch account balances as of December 19, 2019.
4. Discussion of Old Business Organization

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 five 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 Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,414,675.14 in Total Government Funds and to certify that as of November 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. (Due to the holiday break, financial reports will not be available until January).

APPROVE PAYMENT OF BILLS* (RCV) - Motion to approve payment of the General Fund Bills & Claims list in the amount of \$865,144.35 and the Food Service Fund in the amount of \$16,904.62.

MOTION ITEMS

A. PERSONNEL

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

1. Substitutes – To accept Mr. Saalfield’s recommendation to add the name of Corey Russo to the Substitute teacher/aide list and Justin Collins to the Substitute aide list for the 2019-20 School Year.
2. Hire Aide - To accept the Superintendent’s recommendation to hire Faith Morreale as a part-time aide, effective February 1, 2020 through June 30, 2020, at the hourly rate of \$11.00
3. Hire Replacement Leave Teacher – To accept Mr. Saalfield’s recommendation to hire Laura Durlenster as a replacement teacher for Mrs. Baker’s maternity leave, from the date of January 21, 2020 until June 30, 2020, on Master’s Step 1.

B. FINANCIAL

1. Property Update (Lambert Road and Vail School) – Letter received from Green Acres.
2. Ridge and Valley Conservancy to address the Board on their interest in the Lambert Road parcel
3. Establish Preschool Tuition Rate for 2020-21 – Our 2019-20 tuition rates are \$250 (half-day) and \$500 (full-day). Motion to establish the 2020-21 half-day preschool monthly tuition rate at \$_____ and the full-day preschool monthly tuition rate at \$_____.
4. Approve Contract with D. White (Great Meadows Regional School District) – To approve a contract with David White for services as a Class A/B Operator in the amount of \$175/month for January-December 2020.

C. FACILITIES

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

D. POLICY

1. Policy 8600 Transportation: Discussion

E. TRANSPORTATION

1. Ski Club Bus - Motion to approve use of the school’s mini-bus to transport ski club students during January and February 2020. One of our bus drivers will drive, and the cost will be paid by students in the ski club.

OLD BUSINESS

CORRESPONDENCE

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE

ADJOURNMENT