

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

SUPERINTENDENT'S AGENDA

Thursday, March 19, 2020 Meeting

7:00PM

BOARD MEMBERS:

Mr. Jeremy Cook, President

Mrs. Jennifer McElroy, Vice-President

Mrs. Michelle Gerhardt, Mrs. Rosette Inscho, Ms. Karen Klein,

Mr. Thomas Palmieri, 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 14, 2020 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 27, 2020.

NEW BUSINESS

1. Superintendent's Update
2. 2020 NSJBA Training Registrations for BOE Members - Everyone is now registered for their required 2020 training.

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 list of January Transfers in the amount of \$144,200 and the January Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,357,696.18 in Total Government Funds; and to certify that as of January 31, 2020, 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 March 19th Bills & Claims List for the General Fund in the amount of \$791,457.87 and for the Food Service Fund in the amount of \$9,403 (Maschio's) and \$405.75 (Hobart).

MOTION ITEMS

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

1. Assistant Talent Show Advisor – To appoint Mrs. Kovacs as the Assistant Talent Show Advisor.
2. School Treasurer – To accept Mr. Saalfield's recommendation to hire Lisa Benzaia as the School Treasurer, effective May 1, 2020 through June 30, 2020, at the annual salary of \$4,000, pro-rated to \$667 for two months.

B. FINANCE

1. Adoption of 403(b) Plan under PenServ Plan Services, Inc. – Motion to adopt the 403(b) Plan Document under PenServ Plan Services, Inc. (They serve as our Third Party Administrator and ensure our compliance with IRS requirements).

2020-21 PRELIMINARY BUDGET

Mr. Saalfield and Mrs. Petty will review financial and instructional highlights of the proposed 2020-21 preliminary budget, noting that there will be no increase in the tax levy.

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	\$ 8,789,000
Fund 20: Special Revenue Fund	\$ 164,000
Total Expenditures:	<u>\$ 8,953,000</u>

REVENUE:

General Fund

Local Tax Levy	\$ 6,900,000
State Aid	\$ 1,513,913
Budgeted Fund Balance	\$ 290,044
Federal Impact Aid	\$ 35,000
Miscellaneous Revenue	\$ 20,043
Tuition Revenue for Preschool	\$ 30,000
Total for General Fund	<u>\$ 8,789,000</u>

Special Revenue Fund

Grants	\$ 164,000
Total for Special Revenue Fund	<u>\$ 164,000</u>
TOTAL REVENUE	<u>\$ 8,953,000</u>

Motion to adopt the 2020-21 Preliminary Budget in the above amounts, with a tax levy of \$6,900,000, 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 Mileage Reimbursement per employee	\$ 1,000
Maximum District Mileage Reimbursement	\$ 6,000

C. FACILITIES

1. Lawn Care – Motion to accept the attached list of quotes and award the 2020 lawn care contract to Constantine Landscaping, LLC per the rates on the attached summary.
2. February 3rd Fire Inspection Report – Informational: A meeting has been set up on April 24th with architectural firms to discuss a RFP for the stairwell door project needed as a result of the Fire Inspection Report.

D. EDUCATION

1. HIB Case Reports – Case #s 19203, 19204, 19205

CORRESPONDENCE

OLD BUSINESS

1. Mental Health Report- Full report emailed to all BOE members on 3/9
2. PEA Grant for Preschool Funding – Will be posted in late May
3. Teacher Empowerment Training – Planned for 2020-21 District Professional Development
4. Policy 8600 to be reviewed in August
5. Ad hoc Survey Committee Report – Survey to begin after Negotiations is completed

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE

EXECUTIVE SESSION – Motion to convene to Executive Session to discuss matters of the new School Business Administrator's employment contract.

ADJOURNMENT