

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

ANNUAL REORGANIZATION MEETING

Thursday, January 7, 2016 Meeting – 7:00PM

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

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 Express Times 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, 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

ADMINISTRATION OF OATH OF OFFICE TO NEW BOARD MEMBERS – Mrs. Glory, Mrs. Hadden, Mrs. Mantegna, and Mrs. Ruben

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 the 2016.

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 the 2016.

PERSONNEL AND/OR FIRMS APPOINTMENTS FOR 2016

Motion to appoint the following personnel and/or firms for 2016:

- | | |
|---|---|
| a. Board Engineers | Suburban Consulting Engineers and RKO&E |
| b. Board Attorney | Schwartz Simon Edelstein & Celso |
| c. Board Auditors (See System Review Report)* | Ardito & Co. |
| d. 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, & Qualified
Purchasing Agent | Molly Petty |
| g. Substance Abuse Coordinator | Michele Andrews |
| h. Attendance Officer, Affirmative Action Officer,
504 Officer, Safety & Health Designee, and ADA Officer | Bruce Leal |
| 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 2016:

- a. Official Newspaper: Express Times; Alternate – Star Ledger
- b. Bank Depositories: First Hope Bank, PNC Bank, and Lakeland 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, textbooks, and the following curriculum of the Blairstown Twp. Board of Education for 2016: Math, Science, English, Social Studies, Health, Physical Education, Technology, Fine & Performing Arts, World Language, Language Arts Literacy, and 21st Century Skills.
- f. Adopt the Danielson Teacher Evaluation Model and the Multidimensional Principal Performance Rubric 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 2016-2016 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 2016:

General - President, Treasurer, Secretary	
Payroll - Treasurer	SUI - Treasurer
Agency - Treasurer	Cafeteria - Treasurer

BOARD MEMBER APPOINTMENTS:

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

2016 BOARD MEETING SCHEDULE – Motion to approve the attached schedule of 2016 Board meetings.

SUPERINTENDENT'S AGENDA

APPROVE REGULAR MINUTES * - Motion to approve the minutes as submitted for December 10, 2015.

NEW BUSINESS

1. Superintendent's Update
2. Principal's Report

PUBLIC HEARING & PETITION

APPROVE FINANCIAL REPORTS* (RCV) - Motion to approve the Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,413,899.53 in Total Government Funds and to certify that as of November 30, 2015, 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. (Please note that the Treasurer will forward her reports after the holidays but the Board Secretary's Financial Reports are included in this agenda packet).

APPROVE PAYMENT OF BILLS* (RCV) - Motion to approve payment of the General Fund Bills & Claims list in the amount of \$770,753.98 and the Food Service Fund Bill List in the amount of \$9,011.47.

MOTION ITEMS

A. PERSONNEL

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

1. Workshop and Mileage Reimbursement Requests* – To approve the attached list of workshop and mileage reimbursement requests.
2. Hire Substitutes – To accept the Superintendent's recommendation to add the name of Josef Kampfe to the substitute teacher list, and Agnes Hatziorfanos and Rick Walters to the substitute bus driver list for the remainder of 2015-16 School Year.
3. Approve NJFLA Leave of Absence – To approve Mrs. Gnall's request for an unpaid medical leave under the NJFLA, per the terms of her December 16th letter.

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4. Approve Mrs. Fleming's Maternity Leave – To approve Mrs. Fleming's maternity leave of absence request, per the terms of her December 18th letter.
5. Approve Requests to Move Across Guide – To approve Miss Farley and Miss Perry's requests to move across to the MA+15 credits column of the BTA Salary Guide, effective February 1, 2016.

B. FACILITIES

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

C. EDUCATIONAL

1. HIB Report

C. TRANSPORTATION

1. Ski Club Bus - Motion to approve use of the school's mini-bus to transport ski club students during January and February 2016. One of our substitute drivers will drive, and the cost will be paid by students in the ski club.

D. POLICY – Motion to approve the first reading of the following policies and regulations:

P&R1240 – Evaluation of Superintendent

P&R 3221 – Evaluation of Teachers

P&R 3222 – Evaluation of Teaching Staff Members, Excl. Teachers and Administrators

P&R 3223 – Evaluation of Administrators, Excl. Principals, Vice-Principals, and Assistant Principals

P&R 3224 – Evaluation of Principals, Vice-Principals, and Assistant Principals

P 3431.1 - Family Leave

P 4431.1 - Family Leave

P 5337 - Service Animals

P 5516 - Use of Electronic Communications and Recording Devices

OLD BUSINESS

CORRESPONDENCE

PUBLIC HEARING & PETITION

LEGISLATIVE UPDATE – J. Karolchuk

EXECUTIVE SESSION

ADJOURNMENT