

BLOOMSBURY BOARD OF EDUCATION
Regular Meeting Minutes – March 11, 2014 at 7:00 p.m.
Approved April 8, 2014

I. INTRODUCTORY ITEMS

CALL TO ORDER:

Vice-President, Kevin Kerfoot called the meeting to order at 7:00 p.m. and asked everyone to please stand for the Pledge of Allegiance.

OPEN PUBLIC MEETINGS ACT:

Kevin Kerfoot read the following statement:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in The Express Times & The Star-Ledger posting publicly and by notifying the Municipal Clerk of the date, time and place of the meeting.

ROLL CALL

Present

Vice-President, Kevin Kerfoot

Craig Levesque

Peggy Shelton

Absent

Rebecca Petri

Others Present

Maria Eppolite, Superintendent

Tim Mantz, Business Administrator/Board Secretary

Flag Salute - Pledge of Allegiance led by February Super Student of the Month Hannah Treanor

II. COMMUNICATIONS TO THE BOARD

Kevin Kerfoot said that the Board was in receipt of a letter from Sara Dickinson expressing her interest in filling the vacant Board seat. The Board thanked her for her interest and discussed why she wanted to be appointed.

Motion made by Kevin Kerfoot, seconded by Craig Levesque, to approve the appointment of Sara Dickinson to occupy the vacant Board of Education seat.

Motion carried unanimous voice vote.

Sara Dickinson was sworn in by Mr. Mantz.

III. ELECTION OF BOARD PRESIDENT AND VICE PRESIDENT

Mr. Mantz invited nominations from the floor for the office of School Board President.

Craig Levesque, seconded by Peggy Shelton, nominated Kevin Kerfoot.

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Hearing only one nomination, Mr. Mantz asked for a motion to close nominations for School Board President.

A motion was made by Craig Levesque, seconded by Peggy Shelton, to close nominations and elect Kevin Kerfoot as School Board President.

Motion carried by unanimous roll call vote.

Mr. Mantz invited nominations from the floor for the office of School Board Vice-President.

Kevin Kerfoot, seconded by Peggy Shelton, nominated Craig Levesque.

Hearing only one nomination, Mr. Treanor asked for a motion to close nominations for School Board Vice-President.

A motion was made by Kevin Kerfoot, seconded by Peggy Shelton, to close nominations and elect Craig Levesque as School Board Vice-President.

Motion carried by unanimous roll call vote.

IV. PRESENTATION

None

V. PTO REPORT

Kathy Jordan said the PTO was conducting a Gertrude Hawk fundraiser, hosting a Kid's Bingo on Friday and that the Talent Show would be next week.

VI. COMMITTEE REPORTS

C. Negotiations

Kevin Kerfoot said that the committee met last night and the prior week. Sara Dickinson would replace Rebecca Petri on the committee.

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Ms. Eppolite presented the HIB District & School Grade report and discussed the revised 2013-14 school calendar.

VIII. PUBLIC COMMENT

None

IX. ACTION ITEMS: Chief School Administrator's Recommendations

CONSENT AGENDA: Matters listed within the consent agenda have been referred to members of the Board of Education and/or its standing committees, for reading and study, are considered to be routine and will be enacted by one motion.

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A. Consent Agenda Motion: BOARD AFFAIRS

Motion made by Craig Levesque, seconded by Kevin Kerfoot, to approve the following board affairs agenda items **1.1** through **1.3**;

Motion carried by roll call vote. All members voting in the affirmative with Sara Dickinson abstaining.

- 1.1** To approve the minutes of the February 11, 2014 regular meeting.
- 1.2** To approve the second reading and adoption of the following policies and regulations:
Policy & Regulation 5300 Automated External Defibrillators
- 1.3** To accept Rebecca Petri's letter of resignation as a Bloomsbury Board of Education member effective immediately.

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Peggy Shelton, seconded by Craig Levesque, to approve the following business affairs agenda item **2.1** through **2.3**;

Motion carried by unanimous roll call vote.

- 2.1** To approve, on the recommendation of the Chief School Administrator, the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **January 2014** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **January 31, 2014**, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account has been over expended in violation of NJAC 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- 2.2** To approve the March 11, 2014 current expense bill list for check numbers 14068 to 14107 totaling \$214,053.07.
- 2.3** To adopt the following resolution to approve the 2014-15 school district budget;

BE IT RESOLVED that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	Budget	Local Tax Levy
General Fund	\$3,181,552	\$1,588,454
Special Revenue Fund	<u>72,237</u>	
Total Base Budget	\$3,253,789	\$1,588,454

BE IT FURTHER RESOLVED, that a public hearing be held on May 7, 2014 at the Bloomsbury School for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

WHEREAS, the Bloomsbury Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

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WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2(b), to a maximum expenditure of \$7,500 for all staff and board members.

C. Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Kevin Kerfoot, seconded by Peggy Shelton, to approve the following personnel affairs agenda item **3.1** through **3.4**;

Motion carried by unanimous roll call vote.

3.1 To accept Deborah Joye's letter of retirement effective April 30, 2014.

3.2 To eliminate the .6 FTE School Social Worker position.

3.3 To hire Graziella Woodruff as a 1.0 FTE School Social Worker for the 2013-14 school year beginning on May 5, 2014.

3.4 To approve Teresa Hirsch as a substitute nurse for the 2013-14 school year.

D. Consent Agenda Motion: School Affairs

Motion made by Craig Levesque seconded by Kevin Kerfoot, to approve the following school affairs agenda item **4.1** through **4.3**;

Motion carried by unanimous roll call vote.

4.1 To approve the attendance of staff members at the following conferences:

- Karen Bolmarcich to the "Making Best Use of Free Google Tools to Enhance Content Learning" workshop on 4/10/14 in Fairfield, NJ. Cost is \$229 registration fee.
- Steven Weber to the Indoor Air Quality Course on 4/4/14 in Washington, NJ.

4.2 To approve the following building use requests:

- i. 8th grade parents on 2/27/14 from 6:00 pm to 8:00 pm in a classroom for a graduation meeting.

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4.3 To approve the revised 2013-14 school year calendar.

X. OLD AND NEW BUSINESS

Peggy Shelton summarized what took place at the last Town Council meeting.

XI. PUBLIC COMMENT

None

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:22 pm on a motion by Kevin Kerfoot, seconded by Peggy Shelton.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Board Secretary/B.A.

Respectfully submitted,

Board Member