

**BLOOMSBURY BOARD OF EDUCATION**  
**Regular Meeting Minutes – July 24, 2014 at 7:00 p.m.**  
**Approved September 9, 2014**

**I. INTRODUCTORY ITEMS**

**CALL TO ORDER:**

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

President, Kevin Kerfoot  
Vice-President, Craig Levesque  
Sara Dickinson

Absent

Peggy Shelton

Others Present

Maria Eppolite, Superintendent  
Tim Mantz, Business Administrator/Board Secretary

Flag Salute - Pledge of Allegiance

**II. COMMUNICATIONS TO THE BOARD**

Kevin Kerfoot said that the Board was in receipt of a letter from Rebecca Petri 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 Rebecca Petri to occupy the vacant Board of Education seat.

Motion carried unanimous voice vote.

Rebecca Petri was sworn in by Mr. Mantz.

Sara Dickinson left at 7:04

**III. PRESENTATION**

None

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**IV. PTO REPORT**

None

**V. COMMITTEE REPORTS**

Mr. Mantz told the Board that the 2014-15 school choice aid would be cut by \$64,505 and explained the reason.

**VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Ms. Eppolite discussed the shared services agreements on the agenda for approval.

**VII. PUBLIC COMMENT**

None

**VIII. 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.

**A. Consent Agenda Motion: BOARD AFFAIRS**

Motion made by Kevin Kerfoot, seconded by Craig Levesque, to approve the following board affairs agenda items **1.3** through **1.8**;

Motion carried by unanimous roll call vote.

*\*Motion tabled until the next meeting.*

**1.1** To approve the minutes of the June 10, 2014 regular meeting.

**1.2** To approve the minutes of the June 10, 2014 executive session.

**1.3** To approve the application for "Individuals with Disabilities Education Act" (IDEA) fiscal year 2015 grant funds in the following amounts:

Basic	\$34,475
Preschool	\$ 624

**1.4** To approve the submission and acceptance of the application for "No Child Left Behind" (NCLB) fiscal year 2015 in the following amounts:

Title I Part A:	\$ 18,053
Title II Part A:	\$ 2,925
Title II Part D:	\$ 0
Total Allocation	\$ 20,978

**1.5** To approve the 2013 Danielson Frameworks for Teacher Evaluation for Instructional Faculty, the 2007 Danielson Frameworks for Other Certificated Faculty evaluations and the 2013 Marshall Rubrics for Principal evaluations.

**1.6** To approve the spending plan included in the mentoring plan in which district funds for substitute teachers and NCLB funds for professional development will be utilized to support novice teachers and teachers new to the district.

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- 1.7** To approve the revision of the English Language Arts and Math Curricula aligned with the Common Core Standards.
- 1.8** To approve the spending plan included in the district professional development plan with district expenditures utilized for scheduled in-service training not to exceed \$4,000.

**B. Consent Agenda Motion: BUSINESS AFFAIRS**

Motion made by Craig Levesque, seconded by Kevin Kerfoot, to approve the following business affairs agenda item **2.0** through **2.8**;

Motion carried by unanimous roll call vote.

- 2.0** To approve budget transfers in the amount of \$51,704.69 for period June 11, 2014 through June 30, 2014 as presented, noting that Commissioner approval was not required, as the year to date transfers on a cumulative basis do not exceed 10% pursuant to N.J.S.A. 18A:22-8.1.
- 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 **May 2014** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **May 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, 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 **June 2014** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **June 30, 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.
- 2.3** To approve the June 30, 2014 current expense bill list for check numbers 14243 to 14304 totaling \$269,630.53.
- 2.4** To approve the July 24, 2014 current expense bill list for check numbers 14307 to 14333 totaling \$76,146.99.
- 2.5** To approve the following resolution:

**THIS AGREEMENT**, made this 24<sup>th</sup> day of July, 2014, in the County of Hunterdon State of New Jersey, by and between New Jersey Schools Insurance Group, hereinafter referred to as "**NJSIG**", and the Bloomsbury Board of Education, hereinafter referred to as "**Educational Institution**";

**WHEREAS**, the **NJSIG** seeks to provide its members with protection, services and savings relating to insurance and self-insurance;

**WHEREAS**, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 et. seq. and the regulations promulgated pursuant thereto;

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**WHEREAS**, the **Educational Institution** has resolved to apply for and/or renew its membership with NJSIG; and

**WHEREAS**, the **Educational Institution** certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to **NJSIG**.

**NOW, THEREFORE**, it is agreed as follows:

The **Educational Institution** hereby establishes/renews its membership with **NJSIG** for a three (3) year period, beginning July 1, 2014, and ending July 1, 2017 at 12:01 a.m. eastern standard time.

The **Educational Institution** agrees to participate in **NJSIG** with respect to the types of coverage stated in the Renewal of Membership Resolution, attached hereto as Exhibit "A".

The **Educational Institution** hereby ratifies and affirms the bylaws and other organizational and operational documents of **NJSIG** and as from time to time amended by **NJSIG** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.

The **Educational Institution** agrees to be a participating member of **NJSIG** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG Plan of Risk Management.

In consideration of membership in **NJSIG**, the **Educational Institution** agrees that for those types of coverage in which it participates, the **Educational Institution** shall jointly and severally assume and discharge the liability of each and every member of **NJSIG** all of whom, as a condition of membership in **NJSIG**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Institution** is pledged to the punctual payment of any sums which shall become due to **NJSIG** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

If **NJSIG**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Institution** agrees to reimburse **NJSIG** for all such reasonable expenses, fees and costs on demand.

The **Educational Institution** and **NJSIG** agree that **NJSIG** shall hold all monies paid by the **Educational Institution** to **NJSIG** as fiduciaries for the benefit of **NJSIG** claimants all in accordance with applicable statutes and/or regulations.

**NJSIG** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A: 18B-1 *et. seq.* and such other statutes and regulations as may be applicable.

The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

**2.6** To approve the following resolution:

**WHEREAS**, N.J.S.A. 18A:18B-1, *et seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

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**WHEREAS**, the Bloomsbury Board of Education desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

**WHEREAS**, the Bloomsbury Board of Education finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

**WHEREAS**, the Bloomsbury Board of Education under its obligations as a member of the New Jersey Schools Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF Bloomsbury:**

**THAT** the Bloomsbury Board of Education joins with other school districts in organizing and becoming members of the New Jersey Schools Insurance Group; and

**THAT**, by adoption and signing of this resolution, the Board of Education is hereby joining the New Jersey Schools Insurance Group in accordance with the terms of the attached Indemnity and Trust Agreement, effective the date indicated below, for the following types of insurance:

Property <input checked="" type="checkbox"/>	EDP <input checked="" type="checkbox"/>	General Liability <input checked="" type="checkbox"/>	Umbrella/Excess <input checked="" type="checkbox"/>
Equip Breakdown <input checked="" type="checkbox"/>	Crime/Bonds <input checked="" type="checkbox"/>	Automobile Liability <input checked="" type="checkbox"/>	Errors Omissions <input checked="" type="checkbox"/>
Auto Physical Damage <input checked="" type="checkbox"/>	Workers' Compensation <input checked="" type="checkbox"/>		

**2.7** To approve an agreement with Maschio's Food Service, Inc. to provide operation and management of the district's food service program for the 2014-15 school year for a management fee of \$7,282 and a loss no greater than \$8,500

**2.8** To approve a student lunch price of \$3.00 and milk price of \$0.50 for the 2014-15 school year.

**C. Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by Rebecca Petri, seconded by Kevin Kerfoot, to approve the following personnel affairs agenda item **3.0** through **3.13**;

Motion carried by unanimous roll call vote.

**3.0** To approve summer hours, not to exceed ten hours total to be paid at the contract rate, for Graziella Woodruff for special education reports and additional paperwork.

**3.1** To approve the 2014-15 substitute teacher list as presented.

**3.2** To approve the Agreement for Legal Services for the 2014-2015 school year with the Comegno Law Group billed at an hourly rate of \$185.

**3.3** To approve Allison M. Peck to provide physical therapy services for the 2014-15 school year at an hourly rate of \$84.

**3.4** To approve a Shared Services Agreement with the Greenwich Township Board of Education for Speech/Language Specialist Therapy services for the 2014 extended school year, not to exceed 4 hours per week, billed at an hourly rate of \$48.

**3.5** To approve a Shared Services Agreement with the Greenwich Township Board of Education for Occupational Therapy services for the 2014-15 school year, not to exceed 6 hours per week, billed at an hourly rate of \$50.

**3.6** To approve a Shared Services Agreement with the Greenwich Township Board of Education for School Psychologist services for the 2014-15 school year billed at an hourly rate of \$56

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**3.7** To approve all staff for detention duty, academic session and home instruction to be paid at the contract stipulated hourly rate.

**3.8** To appoint the following student activity stipend positions for the 2014-15 school year, costs to be determined, per the pending teacher's contract:

Drama Club	Lori Hartman
Drama Club	Kelly Mottley
Peer to Peer	Deb Hill-Whipple
Student Council-Four Quarters	Deb Hill-Whipple
Ski Club	Dana Nitzsche
Middle School Homework Club-Four Quarters	Dana Nitzsche
Ski Club	Tara Baranowski

**3.9** To appoint the following administrative stipend positions for the 2014-15 school year, costs to be determined, per the pending teacher's contract:

Teacher in Charge	Deb Hill-Whipple
I&RS	Dana Nitzsche

**3.10** To approve Kathleen Barbee as a nurse for the 2014 extended school year for four hours a day, from 7/7/14 through 7/30/14 at the contract specified hourly rate.

**3.11** To approve Rachel Anderson as an aide for the 2014 extended school year for four hours a day, from 7/7/14 through 7/30/14 at an hourly rate of \$14.40.

**3.12** To accept Kathleen Barbee's letter of resignation effective August 22, 2014.

**3.13** To approve Rosemarie Perretta of Communication Therapies as a speech and language specialist for the 2014-15, on an as needed basis, at a daily rate of \$300.

**D. Consent Agenda Motion: School Affairs**

Motion made by Kevin Kerfoot, seconded by Craig Levesque, to approve the following student affairs agenda items **4.1** through **4.2**;

Motion carried by unanimous roll call vote.

**4.1** To approve placement of the identified student in the WCSSSD 2014 summer extended program at a tuition rate of \$3,000.

**4.2** To approve placement of the identified student in the Phillipsburg School District's Alternative Learning School for the 2014-15 school year at a tuition rate of \$14,723.

**IX. OLD AND NEW BUSINESS**

None

**X. PUBLIC COMMENT**

None

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**XI. EXECUTIVE SESSION**

Motion by Kevin Kerfoot, seconded by Craig Levesque, that be it

RESOLVED, that the Board of Education adjourn to executive session at 7:10 pm to discuss Student, Personnel and Legal issues.

Motion carried unanimous voice vote.

**XII. RECONVENE**

Motion by Kevin Kerfoot, seconded by Craig Levesque, that the Board of Education returns to regular session at 7:12 pm.

Motion carried unanimous voice vote.

**XIII. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:13 pm on a motion by Kevin Kerfoot, seconded by Rebecca Petri.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Board Secretary/B.A.

Respectfully submitted,

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Board Member