

BLOOMSBURY BOARD OF EDUCATION
Regular Meeting Minutes – March 27, 2018 at 7:00 p.m.
Approved April 10, 2018

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Craig Levesque 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:

Craig Levesque 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, Craig Levesque
Vice-President, Daniela Albright
John Albright
Kristin Santoro

Absent

Others Present

Dr. Jenniffer Marycz, Chief School Administrator
Tim Mantz, Business Administrator/Board Secretary

Flag Salute - Pledge of Allegiance led by February Super Student of the Month Daniel Brush

II. PRESENTATIONS

None

III. PTO REPORT

Renee Bickert said that the PTO have been working on the following:

- hosted a breakfast on February 23rd
- coordinated a food drive with all items collected donated to the Safe Harbor Homeless Shelter
- the St. Patrick's Dance and teacher auction raised over \$1,100
- Ms. Bickert provided up an update regarding the Tricky Tray and reported recent donations received
- the PTO would be providing breakfast on Monday, Wednesday and Friday during PARCC testing
- Teacher Appreciation Week was upcoming
- the PTO is getting involved in a rewards program with Tyson Foods

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IV. COMMITTEE REPORTS

B. Buildings & Grounds/Finance

Daniela Albright said the Committee met to review the preliminary FY19 budget. Considering current enrollment and staffing needs, the budget is in good shape for the 2018-19 school year. However, she warned that a change in tuition cost to Phillipsburg could have a significant impact in future budget cycles.

C. Buildings & Grounds/Finance

Kristin Santoro stated that she and Daniela Albright met with the union for an initial negotiations meeting. She reviewed the schedule of upcoming meetings.

V. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Dr. Marycz said that the State conducted an unannounced safety drill at Bloomsbury on March 19th. The drill consisted of state representatives milling around the building to gauge the school's readiness for such an occurrence. The staff noticed the unusual behavior, reported it appropriately and the school immediately went into a lockdown. The State was extremely impressed at the diligence of the staff and students and applauded how efficiently they were able to carry out the lockdown.

VI. PUBLIC COMMENT

None

VII. 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 Craig Levesque, seconded by Daniela Albright, to approve the following board affairs agenda item **1.1**;

Motion carried by unanimous roll call vote.

1.1 To approve the minutes of the February 13, 2018 regular meeting.

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Daniela Albright, seconded by Craig Levesque, to approve the following business affairs agenda items **2.1** through **2.4**;

Motion carried by unanimous roll call vote.

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- 2.1** To approve budget transfers in the amount of \$1,620.30 for the period February 14, 2018 through March 27, 2018 as presented, noting that Commissioner approval was not required, as the year to date transfers on a cumulative basis did not exceed 10% pursuant to N.J.S.A. 18A:22-8.1.
- 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 **February 2018** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **February 28, 2018**, 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 March 27, 2018 current expense bill list for check numbers 16128 to 16173 totaling \$350,099.82.
- 2.4** To approve the following resolution:

Motion to approve the tentative 2018-2019 school district budget as follows;

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 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	\$3,319,807	\$1,775,242
Special Revenue Fund	45,848	
Total Base Budget	\$3,365,655	\$1,775,242

BE IT FURTHER RESOLVED, that a public hearing be held on May 1, 2018 at the Bloomsbury School for the purpose of conducting a public hearing on the budget for the 2018-2019 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

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

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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 John Albright, seconded by Kristin Santoro, to approve the following personnel affairs agenda items **3.1**;

Motion carried by unanimous roll call vote.

3.1 To hire Grace Chang as a paraprofessional for the 2017-18 school year, beginning on March 27th, at an annual salary of \$19,147 prorated for time worked.

D. Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Kristin Santoro, seconded by Craig Levesque, to approve the following school affairs agenda items **4.1** through **4.2**;

Motion carried by unanimous roll call vote.

4.1 To approve the amended 2017-18 calendar as presented.

4.2 To approve the following field trips:

- 8th grade to Camp Bernie on 9/27/18 and 9/28/18 in Port Murray, NJ.

VIII. OLD AND NEW BUSINESS

Kristin Santoro asked who instructs the staff and students as to the procedures in an active shooter drill. Dr. Marycz said that the school's Security Committee, which attends County sponsored security trainings, relay the instructions to the staff who, in turn, notify the students.

Kristin Santoro said that that the Bloomsbury Borough's community page was active with speculation the day of the State unannounced security drill. She asked that, when this happens in the future, if there would be a standard response from the school regarding the drill. The Board discussed the feasibility of a response and what it might entail.

Kristin Santoro recognized and applauded Renee Bickert for her tremendous efforts as PTO President.

IX. PUBLIC COMMENT

Regarding notifying parents of security drills, Deb Hill-Whipple said that she used to be notified by her children's school district when such drills occurred. She asked if this is something the Board would consider going forward.

Renee Bickert asked if there was a way to shut down the community page for a period of time in the future when drills took place. She said it might be a way to curb rampant speculation during the time of the drill.

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X. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:31 pm on a motion by Craig Levesque, seconded by Daniela Albright.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Board Secretary/B.A.

Respectfully submitted,

Board Member