

BLOOMSBURY BOARD OF EDUCATION
Regular Meeting Minutes – April 30, 2024 at 7:00 p.m.
Approved May 14, 2024

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Daniela Albright 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:

Daniela Albright 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, Daniela Albright
Vice-President, Kaydeon Whidbee
Gabriel Lyons
John Tufaro

Absent

John Albright

Others Present

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

Flag Salute

II. PRESENTATIONS

None

III. PTO REPORT

None

IV. COMMITTEE REPORTS

Dr. Marycz met with the Porzio group regarding the upcoming hearing dates. It was mentioned that the Phillipsburg attorneys are trying to block Bloomsbury from using parents as witnesses.

V. STUDENT COUNCIL REPRESENTATIVE

None

VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Dr. Marycz said state testing is underway and the planning for Field Day is coming along.

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She thanked Renee Bickert with all of her help with the NJSLA breakfast for the students and her efforts in planning Field Day.

Dr. Marycz thanked Angela Matus for all of her work during her time at Bloomsbury. She will be missed,

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 Daniela Albright, seconded by Kaydeon Whidbee, to approve the following board affairs agenda items **1.1** through **1.2**;

Motion carried by unanimous roll call vote.

1.1 To approve the minutes of the April 9, 2024 regular meeting.

1.2 To approve a BOE scholarship awarded to a graduating 8th grader in the amount of \$200.

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Daniela Albright, seconded by Kaydeon Whidbee, to approve the following business affairs agenda items **2.1** through **2.6**;

Motion carried by unanimous roll call vote.

2.1 To approve the April 30, 2024 current expense bill list for check numbers 19041 to 19074 totaling \$242,797.34.

2.2 To adopt the following resolution to approve the 2024-25 school district budget;

BE IT RESOLVED to approve the 2024-2025 school district budget as follows:

	Budget	Local Tax Levy
General Fund	\$3,839,252	\$2,034,334
Special Revenue Fund	233,840	
Total Base Budget	\$4,073,092	\$2,034,334

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

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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.

- 2.3** To approve the service agreement between the Bloomsbury Board of Education and EMC2 for services for the 2024-25 school are, which are defined in the agreement and billed at \$989 in total upon the signing of the agreement, and on-site technological support and maintenance billed at an hourly rate of \$95 per the presented agreement.
- 2.4** To approve a Shared Services Agreement with the Pohatcong Township Board of Education for the purposes of sharing an Art Teacher for the 2024-2025 school year whereas the Bloomsbury Board of Education will reimburse the Pohatcong Township Board of Education an amount not to exceed \$31,788 of the total cost of the overall pay and benefit package of the Art Teacher provided.
- 2.5** To approve a Shared Services Agreement with the Greenwich Township Board of Education for Occupational Therapy services for the 2024-25 school year, not to exceed 6 hours per week, billed at an hourly rate of \$60.
- 2.6** To approve a Shared Services Agreement with the Holland Township Board of Education for the purposes of sharing a Library/Media Arts Teacher for the 2024-2025 school year whereas the Bloomsbury Board of Education will reimburse the Holland Township Board of Education an amount not to exceed \$857.33 of the total cost of the salary of the Library/Media Arts Teacher provided.

C. Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Daniela Albright, seconded by Kaydeon Whidbee, to approve the following personnel affairs agenda items **3.1** through **3.16**.

Motion carried by unanimous roll call vote.

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- 3.4 To approve all certified staff to provide home instruction for the 2024-25 school year, as needed, at the contract specified rate.
- 3.5 To approve all certified staff for detention duty, HIT Sessions and after school academic sessions for the 2024-25 school year at the contract specified rate.
- 3.6 To approve the Agreement for Legal Services for the 2024-25 school year with the Comegno Law Group, P.C. to be billed at a rate of \$225 per hour for partners and shareholders, \$185 per hour for associates and \$100 per hour for paralegals.
- 3.7 To approve Karen Bolmarcich and Lisa Hutchison as data managers to submit necessary district relevant data to state and county levels for the 2024-25 school year.
- 3.8 To accept Angela Matus' letter of resignation effective June 30, 2024.
- 3.9 To approve Hope Educational Associates, LLC to provide school psychological services including psychological evaluations, consultation services and attendance at meetings for the 2024-25 school year at a rate of \$445/evaluation and \$75/hr for consultation service and attendance at meetings.
- 3.10 To approve Gabby Hynes as a teacher for the 2024 extended school year for 4.5 hours a day, 16 days total from 7/8/24 through 8/1/24 to be paid at the contract specified hourly rate.
- 3.11 To approve Abigail Cohen as a paraprofessional for the 2024 extended school year for 3.5 hours a day, 16 days total from 7/8/24 through 8/1/24 to be paid at an hourly rate of \$16.
- 3.12 To approve all certified staff as HIT Learning Academy teachers to be paid at the contract specified rate.
- 3.13 To approve all certified staff as substitute teachers and paraprofessionals for the 2024 extended school year and Learning Academies, as needed, to be paid at the contract specified rate and \$16/hr for the paraprofessional rate.
- 3.14 To approve Gayle Lewis to provide occupational therapy services for the 2024 extended school year at an hourly rate of \$60.
- 3.15 To approve a horizontal guide move for Auburn Donaruma from Step 6, BA+15 to Step 6, MA.
- 3.16 To appoint the following stipend positions for the 2024-25 school year to be paid at the contract specified rate:

I&RS Coordinator	Brooke Moyle
I&RS Coordinator	Auburn Donaruma
New Teacher Coordinator	Auburn Donaruma
Curriculum Coordinator	Kim Rohrer
Anti-Bullying Specialist	Karen Bolmarcich
Anti-Bullying Coordinator	Katie Scuderi
504 Coordinator	Katie Scuderi
Teacher in Charge	Katie Scuderi
Teacher in Charge	Dianna Pulcini
Student Council Advisor	Kim Gasparovic
8 th Grade Advisor	Kim Gasparovic
Card Playing Club K-3 (2 quarters)	Brooke Moyle
Karaoke Club Advisor 2-3 (1 quarter)	Shannon Williamson
Karaoke Club Advisor 4-6 (1 quarter)	Shannon Williamson
Improv Club Advisor 4-8 (1 quarter)	Shannon Williamson
Yearbook	Kim Gasparovic
NJHS Advisor	Kim Gasparovic

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Dance Club Advisor K-3 (1 quarter)	Brooke Moyle
Card Playing Club K-3 (2 quarters)	Brooke Moyle
Characters in Action (3 quarters)	Auburn Donaruma
Advanced Board Game & Puzzle Club Advisor 3-5 (1 quarter)	Troudai Ayoub
Lego Club 3-5 (1 quarter)	Michelle Duerring
Lego Club 6-8 (1 quarter)	Michelle Duerring
Movie Club 3-5 (1 quarter)	Gabby Hynes
Movie Club 6-8 (1 quarter)	Gabby Hynes

D. Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Daniela Albright, seconded by Kaydeon Whidbee, to approve the following school affairs agenda items **4.1** through **4.3**.

Motion carried by unanimous roll call vote.

- 4.1** To approve the 8th grade field trip to Camp Bernie on 9/26/24 – 9/27/24 in Port Murray, NJ.
- 4.2** To approve a contract with LearnWell to provide educational services to the identified student while placed at the Carrier Clinic medical facility for the 2023-24 school year, beginning on 3/18/24, at an hourly rate of \$55.
- 4.3** To approve the 2013 Danielson Framework for Teaching Evaluation Instrument and the 2007 Danielson Enhancing Professional Practice Rubrics for the 2024-25 school year.

IX. REORGANIZATION

ADOPTION OF POLICIES

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education approves all school policies as written and contained in the Board Policy Manual for the 2024-2025 school year.

Motion carried by unanimous voice vote.

ADOPTION OF CURRICULUM

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education approves the existing curriculum and textbooks for implementation in the 2024-2025 school year.

Motion carried by unanimous voice vote.

APPOINTMENTS FOR 2024-2025

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education approves the following appointments/re-appointments for the 2024-25 school year:

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Board Secretary	Tim Mantz
Auditor	Ardito & Co.
Treasurer of School Monies	Patti Fischer
School Attorney	John Comegno - Comegno Law Group
School Physician	Randy Klein
Insurance Agent	Brown & Brown of New Jersey, Inc.
Dental Insurance Agent	MetLife
Affirmative Action Officer	Jennifer Marycz
Custodian of Records	Tim Mantz
Integrated Pest Management Coordinator.	Tim Mantz
Chemical Hygiene Officer	Tim Mantz
Designated Person (AHERA & RTK)	Tim Mantz

Motion carried by unanimous voice vote.

DESIGNATION OF BANK DEPOSITORIES

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education designates the PNC Bank as the official depository of school funds for savings, checking, and investment funds and approval of the designation of signatures as follows:

Account	Signatures Required			
	President or alternate	Business Adm.	Treasurer of School Monies	Principal
General Account	X	X	X	
Payroll Account		BA OR	Treasurer	
Agency Account		BA OR	Treasurer	
Student Activity Acct		X		X
Cafeteria Account		X	X	

Motion carried by unanimous voice vote.

OFFICIAL NEWSPAPERS

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education approves the Express Times as the official newspaper, the Star-Ledger as an alternate and the school district’s website as official posting locations for notices.

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Motion carried by unanimous voice vote.

IMPLEMENTATION OF THE 2024-2025 BUDGET

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education authorizes the Chief School Administrator and the School Business Administrator / Board Secretary to implement the 2024-2025 budget pursuant to local and state policies and regulations.

Motion carried by unanimous voice vote.

BUDGET TRANSFER AUTHORIZATION

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education authorizes of the Chief School Administrator and the Business Administrator to perform necessary line item transfers between Board of Education meetings pending formal approval by the Board.

Motion carried by unanimous voice vote.

ESTABLISH PETTY CASH FUNDS

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education establish a petty cash account for the 2024-2025 school year in the amount of \$300 and appoint the Business Administrator to disburse and receive monies for this account. The maximum amount to be disbursed for a single transaction shall be set at \$40.00.

Motion carried by unanimous voice vote.

LOCAL TAX PAYMENT SCHEDULE

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED that the Board of Education requests the Borough to provide local tax levy funds for the 2024-2025 school year based on the following schedule:

1 st Quarter:	August 1, 2024	\$ 508,583.50
2 nd Quarter:	November 1, 2024	\$ 508,583.50
3 rd Quarter:	February 3, 2025	\$ 508,583.50
4 th Quarter:	May 1, 2025	\$ 508,583.50

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Motion carried by unanimous voice vote.

DESIGNATE PURCHASING AGENT

Motion by Daniela Albright, seconded by Kaydeon Whidbee, that be it

RESOLVED, that the Board of Education appoint the Business Administrator/Board Secretary, Tim Mantz, as the district’s qualified purchasing agent for the 2024-2025 school year to implement policy and procedure in accordance with Chapter 18A:18A etc., “Public Schools Contracts Law”.

Motion carried by unanimous voice vote.

X. OLD AND NEW BUSINESS

Kaydeon Whidbee asked Dr. Marycz why there wasn’t a robotics club on the list. Dr. Marycz said that, at current, no teacher had proposed to run a robotics club although there are still spots open.

The Board discussed the logistics of the first hearing day of 5/10/24.

XI. PUBLIC COMMENT

None

XII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:15 pm on a motion by Daniela Albright, seconded by Kaydeon Whidbee.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Board Secretary/B.A.

Respectfully submitted,

Board Member