

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

November 29, 2018 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, November 29, 2018.

Mrs. Glory, Board President, called the meeting to order at 7:01PM.

FLAG SALUTE Everyone present was requested to rise and repeat the Pledge of Allegiance.

SUNSHINE LAW Mrs. Glory read the Notice of Meeting and Mission Statement

MISSION STATEMENT

ROLL CALL The following board members were present: Mr. Cook, Mrs. Gerhardt, Mrs. Glory, Mrs. Hadden, Mr. Karolchyk, Mrs. Krauss, and Mrs. McElroy

Absent: None

Tardy: Mrs. Mantegna arrived at 7:30PM and Mrs. Schaffer arrived at 7:05PM.

Also Present: Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; Mr. Leal, Principal; Andrew Brown, Esquire; and approximately 50 staff members, students, and public.

APPROVE REGULAR MINUTES – A motion was made by Mrs. Hadden, seconded by Mr. Cook, and carried unanimously to approve the minutes as submitted for October 18, 2018.

NEW BUSINESS

1. **Superintendent's Report** – Mr. Saalfield noted that in addition to the spending freeze on non-essential items, the generator and gym lobby lighting projects have been placed on hold. He spoke about the handling of the outbreak of Strep, a November 8th student incident when an ambulance had to be called, his continuing review of student files, the NJSBA report called "Impediments to Regionalization" and the State report called "Path to Progress". He also noted a December 5th cluster meeting, Mrs. Erickson's \$1,000 grant from Wal-Mart, and the recent and upcoming press releases prepared by Mrs. Kampfe.
2. **Principal's Report** – Mr. Leal recognized Mrs. Warnkin's continuing efforts, as a retired teacher, to encourage students to do volunteer work, assist with service projects, and work with the Student Council.
3. **Introduction of Student Council** – Mr. Leal introduced the new members of the Student Council, and the President (Ciara D'Onofrio), Vice-President (Dominick Lusardi), and Secretary (Maggie Pilny) shared prepared remarks with the BOE. At this time a short break was taken for refreshments.
4. **BOE Election Results** – Mrs. Petty noted that on the November 6th election ballot, four candidates ran for three available seats, and the results were as follows:

Shanna Sikkes - 1,143 votes	Nicole Rolph – 1,172 votes
Rosette Inscho – 1,060 votes	Lauren Glory - 947 votes

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RECOGNITION OF RETIRING BOE MEMBERS – L. GLORY, K. HADDEN, S. MANTEGNA

Mrs. Petty presented library books selected in appreciation of Mrs. Glory's, Mrs. Hadden's and Mrs. Mantegna's years of service on the Board of Education. Mrs. Erickson, the Librarian, selected the books based on the interests of the Board members' children.

PUBLIC HEARING & PETITION – Mrs. Glory spoke about the dynamics of the Board as a group. Mr. Karolchyk spoke about Board service and Board relationships. Mrs. Pfeiffer thanked the three outgoing Board members for their years of service.

APPROVE TRANSFERS & FINANCIAL REPORTS - A motion was made by Mrs. Mantegna, seconded by Mrs. Glory, and carried unanimously by roll call vote to approve the list of October 2018 Transfers in the amount of \$171,500, and the September and October Board Secretary's reports, in agreement with the Treasurer's Reports, in the amounts of \$1,044,382.57 and \$1,145,319.36, respectively, in Total Government Funds; and to certify that as of October 31, 2018, 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.

APPROVE PAYMENT OF BILLS - A motion was made by Mrs. Hadden, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve payment of the Bills & Claims Lists for the General Fund in the amount of \$1,046,469.31 and for the Food Service Fund in the amount of \$14,636.29.

MOTION ITEMS

A. PERSONNEL

A motion was made by Mrs. McElroy, seconded by Mrs. Glory, and carried unanimously by roll call vote to approve the following six Personnel items:

1. **Appoint Substitutes** – To accept Mr. Saalfield's recommendation to add the names of Gwencallon Saalfield and Nicholas Scialla to the substitute aide list, and the name of Ryan Robinson to the substitute teacher list, pending receipt of satisfactory criminal history background checks, for the 2018-19 School Year.
2. **Long-Term Replacement Teacher** – To hire Mrs. Barbara Warnkin as a Long-Term Replacement Teacher (for the maternity leave of Juliana Goncalves), on Bachelor's Step 1, effective December 1, 2018 – March 1, 2019.
3. **Accept Resignation** – To accept, with regret, the resignation of Mrs. Agnes Hatziorfanos as a full-time custodian, effective January 10, 2019.
4. **Appoint Grace Castellano as Full-Time Custodian** – To accept, her resignation as an aide, and to appoint Grace Castellano as a full-time custodian at the hourly rate of \$15.00, effective January 11, 2019.

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5. Hire Aides – To accept Mr. Saalfield’s recommendation to hire Marissa Hardy (5.92 hours/day) and Krystal Kise (4.0 hours/day) as part-time aides at \$10/hour for the 2018-19 School Year, effective date to be pending receipt of satisfactory criminal history background checks.
6. Approve Superintendent Evaluation Instrument – To approve the NJSBA Superintendent evaluation instrument.

B. FINANCE

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the following five Finance items:

1. Approve Special Education Tuition Contract – To approve a special education tuition contract with P.G. Chambers School for one preschool student in the amount of \$64,135.76 for 166 days, effective October 1, 2018.
2. Approve Special Education Tuition Contracts – To approve a special education tuition contract for the extended school year (July-August 2018) with the Stanhope Board of Education for one student in the amount of \$3,945.63 and a special education tuition contract with the Stanhope Board of Education for the 2018-19 School Year for the same student in the amount of \$37,795, plus an aide in the amount of \$13,604.50, with Social Skills at \$154.10 and Counseling Services at \$460.00
3. Accept Offer for Sale of 2006 Bus – To accept the negotiated offer from A-1 Elegant Tours Inc. to pay us \$2,500, less 10% for the HCESC commission, for the sale of our 2006 Collins bus (after receiving a high bid on October 11 of \$1,833 and on November 15 of \$1,353 in HCESC’s advertised bids).
4. Accept Blair Woman’s Club Donation – To accept a donation in the amount of \$400 from the Blair Woman’s Club, to be used for the purchase of books for kindergarten and first grade students, as well as the Library.
5. Adopt 2019-20 Budget Calendar – To adopt the attached 2019-20 Budget Calendar.
6. Informational:

Oil Spill Claim: Mrs. Petty filed an insurance claim for the May 2018 oil spill. A check was received in October in the amount of \$7,461.

Mold Claim: Mrs. Petty has signed off on the “Sworn Statement in Proof of Loss” for the \$25,000 check for the mold insurance policy, although the check has not yet been received. She is also pursuing coverage against our property insurance policy, but has not received a response. Additionally Mrs. Petty requested the County School Business Administrator to make a formal request to the DOE in Trenton to re-open the application process for the restoration of state aid cuts in July, but Trenton denied that request.

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On November 7th Mrs. Petty sent letters to legislators informing them of the mold clean-up costs (unbudgeted) experienced by many area school districts and requesting them to direct Trenton to re-open the application process for the restoration of state aid cuts imposed in July. She followed up those letters by calling local boards of education that also received a cut in state aid and had mold clean-up costs, and shared her letters with them, encouraging them to contact their legislators as well. On November 27th Mrs. Petty received a copy of a letter from the legislators, addressed to the NJ DOE, urging them to re-open the application process on our behalf.

Lastly, Mrs. Petty is working with the environmental engineer to review the invoice from the cleaning company and request a further reduction in billing (\$56,000 was already removed from the invoice after our initial review and request).

7. Contract with SERVPRO of Toms River – A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve a contract, if needed, with SERVPRO of Toms River to review invoicing on our behalf from County Restoration at the hourly rate of \$175.00.

C. FACILITIES

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the following three Facilities items:

1. Approve Facilities' Use Requests - To approve the attached list of Facilities' Use Requests, as well as a request from Blairstown Youth Soccer to use the gym lobby on December 4 and 5, from 3:15 – 4:30PM.
2. Approve Contract with D. White (Great Meadows Regional School District) – To approve a contract with David White for services as a Class A/B Operator in the amount of \$175/month.
3. Approve Long Range Facility Plan – To approve the attached Long Range Facility Plan.

D. EDUCATIONAL

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the following two motions:

1. QSAC DPRs – A motion was made by Mrs. McElroy, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve submission of the District Performance Reports for the upcoming QSAC monitoring.
2. Workshop/Mileage Requests – A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the attached list of workshop and mileage reimbursement requests, with the change from M. Saalfield to K. Welsh to attend the December 12 workshop in Monroe, NJ.

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E. TRANSPORTATION

1. Approve Class Trips Transportation Contract – A motion was made by Mrs. Krauss, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve a contract for class trips transportation with the Stocker Bus Company in the amount of \$2,965 (for a combined total of \$14,280) for the 2018-19 School Year.

F. POLICY

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously to:

1. Second Reading and Adoption – Approve the second reading and adoption of Policy #2463 (Preschool Program) to impose a late fee in the amount of \$50 for tuition.
2. First Reading – Approve the first reading of Policy #5420 (Reporting Pupil Progress)

CORRESPONDENCE – None.

OLD BUSINESS

1. BOE Self-Evaluation – REMINDER: Please complete your evaluations by January 31st.
2. BOE Training Schedule – REMINDER: All training must be completed by December 31st.

PUBLIC HEARING & PETITION

Mrs. Messina informed the Board of the Fifth graders' self-directed project to donate some of their own Halloween candy to send overseas to our troops.

LEGISLATIVE UPDATE – J. Karolchyk attended the November 17th Semi-Annual Delegate Assembly, but there were no resolutions on the agenda. They discussed two new task forces: one for student mental health and another concerning vocation/technology programs.

EXECUTIVE SESSION – A motion was made by Mrs. Krauss, seconded by Mrs. Glory, and carried unanimously by roll call vote to convene to Executive Session to review September and October minutes and to discuss the BEA grievance, the results of which will be released to the public as soon as the reason for confidentiality no longer exists.

After the meeting reopened to the public, a motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approved the September and October Executive Session minutes as submitted.

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A motion was made by Mrs. McElroy, seconded by Mrs. Gerhardt, and carried unanimously by roll call vote to adopt the resolution that the Blairstown Township Board of Education approves the Settlement Agreement between it and the Blairstown Education Association dated November 29, 2018 resolving the Medical Benefits Grievance, and;

That the Board President is authorized to execute the Agreement on the Board's behalf and the School Business Administrator is authorized to take the necessary steps to effectuate its terms, once the Agreement is approved by Board Counsel and is signed by the Association.

ADJOURNMENT

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously to adjourn the meeting at 8:55PM.

Respectfully submitted,

Molly Petty
School Business Administrator