

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION
Blairstown, New Jersey 07825
www.blairstownelem.net

April 30, 2015 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, April 30, 2015.

Mr. Herrmann, Board President, called the meeting to order at 7:06PM, and read the District's Mission Statement.

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

SUNSHINE LAW Mr. Herrmann read the Notice of Meeting as follows:
Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by publishing in the Express Times and by posting a copy of the meeting schedule on the front door of the school and at the Blairstown Municipal Building.

ROLL CALL The following board members were present:
Mrs. Glory, Mr. Herrmann, Mr. Karolchyk, Mrs. Mantegna, Mrs. McLain, and Mrs. Ruben
Tardy: Mr. Cook (7:33PM), Mrs. Hadden (8:48PM) and Mrs. Wood-Rosso (7:25PM)
Absent: None.

Also Present: Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; Mr. Leal, Principal; Joseph Castellucci, Esquire; and eight staff members.

APPROVE REGULAR MINUTES – A motion was made by Mrs. McLain, seconded by Mrs. Hadden, and carried unanimously to approve the minutes as submitted for March 19, 2015.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield noted how impressive today's student musical performance was. He informed the Board that info on the Shakespeare program was on the NJSBA website. Forty-seven students are registered for Kindergarten. He recently attended a workshop on staff development. Our refusal rate on PARCC testing was 16%. He distributed new policies to the Policy Chairperson. Grade 6 promotional exercises are June 22nd. Local law enforcement now has access to our security cameras. We received a certificate for participating in the County's CAP (Child Assault Prevention) program for the past 25 years. Mr. Saalfield and Mr. Herrmann met with County officials regarding their interest in our Lambert Road property (for expanding the CDH Library).
2. **Principal's Report** – Mr. Leal reviewed his written report.

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3. BOE Expiring Terms – Mrs. Petty noted that BOE terms are expiring in December for Mrs. Glory, Mrs. Hadden, Mrs. Mantegna, and Mrs. Ruben. She distributed Nominating Petitions to those interested in running again, and they are due in the County Clerk’s office in Belvidere by 4PM on July 27, 2015. There will be three 3-year terms and one 1-year term available.

PUBLIC HEARING & PETITION

Mrs. Pillion noted that one of her students enjoyed today’s theatrical production.

APPROVE TRANSFERS & FINANCIAL REPORTS – A motion was made by Mrs. McLain, seconded by Mrs. Wood-Rosso, and carried unanimously by roll call vote to approve one February Financial Transfer in the amount of \$13,000.00 and the February Board Secretary’s Reports, in agreement with the Treasurer’s Reports, in the amount of \$1,572,823.87 in total Government Funds; and to certify that as of February 28, 2015, 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 Mr. Herrmann, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve payment of the General Fund Bills List in the amount of \$1,028,199.87 and the Food Service Bill List in the amount of \$9,753.02.

ANNUAL INSTRUCTIONAL REVIEW BY MRS. SUSAN ELIAS – Mrs. Elias presented an overview of the District’s academic programs and student progress for the 2014-15 School Year. She also reviewed the process for selecting a new mathematics program for next year.

MOTION ITEMS

A. PERSONNEL

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Ruben, and carried unanimously by roll call vote to approve the following eight requests:

1. Hire Substitutes – To accept the Superintendent’s recommendation to add the names of Lara Yeager, Susan Antonelli, and Carrie-Anne Fleyzor to the substitute teacher list for the 2014-15 School Year.
2. Hire Custodian – To accept the Superintendent’s recommendation to hire Richard Walters as a full-time Custodian at the annual salary of \$31,200, effective May 4, 2015, pending emergent hiring from the NJ Criminal History Unit.

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3. Termination – To terminate Loren O’Dell’s employment contract effective April 30th, with 30 days’ notice given on March 30, 2015.
4. Accept Resignation - To accept Mrs. Koeppen’s resignation, effective May 31, 2015.
5. Approve Talent Show Advisors – To approve the following Talent Show Advisors:
J. Pelosi at contracted rate of \$360
K. Dachisen and V. Reynolds at contracted rate of \$300
6. Approve Staff for Kindergarten Screening – To approve the following staff for Kindergarten screening @ \$40 per hour on May 2 and May 9, 2015: J. Apostolou, C. Cappiello, C. Constantine, S. Huston, D. Kelley, and P. Tirone, with the following substitutes: J. Carlile, J. Pillion, and K. Wohlers.
7. FMLA Request – To approve Mr. Flynn’s FMLA request through June 30, 2015.
8. Maternity Leave Request – To approve Mrs. Sutton’s Maternity Leave Request through March 13, 2016.

B. FACILITIES

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve the following four requests:

1. Asbestos Removal Project - To accept the following quotes received for the summer asbestos removal project in the 1929 wing this summer, and to award a contract to VMC in the amount of \$23,000, per the recommendation of RKO&E:

<u>Bidder</u>	VMC	B&G	Bako	Greenwood
<u>Quote</u>	\$23,000	\$27,000	\$31,900	\$32,860

2. TCU Demolition & Removal Project – To accept the following five quotes and award the contract for TCU Demolition & Removal to Caravella Demolition, Inc. in the amount of \$22,112, and to take no action on quotes for Alternate C (repaving):

<u>Contractor</u>	<u>Quote for TCU Demo & Removal</u>	<u>Quote for Alternate C – Paving</u>
Caravella Demolition, Inc.	\$22,112	\$16,000
Maio Construction Co., Inc.	\$22,500	\$16,800
Two Brothers Contracting, Inc.	\$23,200	\$62,000
Salmon Bros., Inc.	\$25,500	\$17,500
Goksu Construction, LLC	\$33,977	\$16,850

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3. Library Air Conditioning Replacement Project – To accept the following list of bids and award a contract to Envirocon for the Library Air Conditioning Replacement Project in the amount of \$55,752:

Envirocon	\$55,752	Iron Mechanical	\$113,855
Ranger Air Systems	\$57,950	WHL Enterprises	\$127,000

4. Suburban Consulting Contract – To approve a contract for engineering services for a drainage/pavement project for the back parking lot in the amount of \$14,500.

C. FINANCE

A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the first four requests in this section:

1. Approve Workshop & Mileage Reimbursement Requests – To approve workshop requests for K. Kline and P. Tirone to attend a “What’s New in First Grade” workshop on May 19, 2015 in the amount of \$235 each and mileage reimbursement in the amount of \$18.42 each (59.42 miles round-trip).
2. 2014-15 Tuition Contract – To approve a special education tuition contract with Warren County Special Services School District to send one Blairstown student to their Behavioral Disabilities class in the annual amount of \$36,800, pro-rated to the student’s start date of April 13, 2015, in the amount of \$10,427, through June 30, 2015.
3. WCSSSD Transportation Contract – To approve the resolution for Participation in Coordinated Transportation with the Warren County Special Services School District, with an administrative fee of 4%, for the 2015-16 School Year.
4. SCRTC Transportation Contract – To approve the resolution for Participation in Coordinated Transportation with the Sussex County Regional Transportation Cooperative, with an administrative fee of 4%, for the 2015-16 School Year
5. 2015-16 Budget Hearing & Adoption – Mr. Saalfield and Mrs. Petty reviewed pertinent tax levy and revenue/expenditure information proposed for the 2015-16 Budget.

2015-16 BUDGET APPROVAL

The proposed budget includes programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education. Information on this budget and the programs it provides is available from the Blairstown Township Board of Education office.

Anticipated Enrollment: 565 Students (does not include 25 at Ridge & Valley Charter School)

EXPENDITURES:

Fund 10: General Fund	\$ 8,915,000
Fund 20: Special Revenue Fund	<u>\$ 174,000</u>
Total Expenditures:	\$ 9,089,000

REVENUE:

General Fund

Local Tax Levy	\$ 6,520,000
State Aid	\$ 1,973,757
Budgeted Fund Balance	\$ 225,000
Withdrawal from Capital Reserve	\$ 125,000
Federal Impact Aid	\$ 35,000
Miscellaneous Revenue	\$ 20,243
Tuition Revenue for Preschool	<u>\$ 16,000</u>
Total for General Fund	\$ 8,915,000

Special Revenue Fund

Grants	<u>\$ 174,000</u>
Total for Special Revenue Fund	\$ 174,000

TOTAL REVENUE \$ 9,089,000

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Glory, and carried unanimously to adopt the 2015-16 Budget in the above amounts, with a tax levy of \$6,520,000.

D. EDUCATION

A motion was made by Mrs. Ruben, seconded by Mrs. Mantegna, and carried unanimously to approve the first five items in this section:

1. Class Trip Approval – To approve Miss Perry’s 6th grade LLD class to go to North Warren Regional on May 20th for orientation to the Middle School.
2. Approve Sixth Grade Trip to NWR – To approve a sixth grade class trip to NWR on May 1st.

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3. Approve Fifth Grade Trip to Foot Bridge Park – To approve a fifth grade trip to Foot Bridge Park to release trout raised in classroom this year.
4. Special Education Class Change – To approve Mrs. Rudolph’s request to establish a Special Education Program (Multiple Disabilities) class, and to eliminate a Special Education Program (Language and Learning Disabilities) class for the 2015-16 School Year.
5. 2015-16 School Calendar – To adopt the proposed 2015-16 School Calendar.
6. Board Goal Attainment – Mr. Saalfield provided information on the progress made this year on the Board goals.

OLD BUSINESS – None.

CORRESPONDENCE – Letter from Erik Peterson

PUBLIC HEARING & PETITION – None.

LEGISLATIVE UPDATE – J. Karolchyk discussed the Ethics Advisory session by our law firm, the May 7th WCSBA meeting in Washington, and the upcoming May Delegate Assembly.

EXECUTIVE SESSION – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Mantegna, and carried unanimously to convene to Executive Session at 9:52PM to review previous Executive Session minutes and to discuss matters of Personnel (2015-16 Staff Renewals).

The meeting re-opened to the public at 10:40PM and continued with the following items:

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to accept the Superintendent’s recommendation to hire the attached lists of paraprofessional staff and tenured and non-tenured professional staff for the 2015-16 School Year.

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Hadden, and carried unanimously to approve the March 19th Executive Session minutes as submitted.

ADJOURNMENT – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Mantegna, and carried unanimously to adjourn the meeting at 10:44PM.

Respectfully submitted,

Molly Petty
School Business Administrator