

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

December 10, 2015 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, December 10, 2015.

Mr. Herrmann, Board President, called the meeting to order at 7:03PM.

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

SUNSHINE LAW Mr. Herrmann read the Notice of Meeting and Mission Statement

MISSION STATEMENT

ROLL CALL The following board members were present: Mr. Cook, Mrs. Glory, Mrs. Hadden, Mr. Herrmann, Mr. Karolchyk, Mrs. Mantegna, Mrs. McLain, Mrs. Ruben, and Mrs. Wood-Rosso

Also Present: Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; and Mr. Leal, Principal; Mr. Brown, Attorney; and five members of the staff and community

APPROVE REGULAR MINUTES - A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Ruben, and carried unanimously to approve the minutes as submitted for November 19, 2015.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield reviewed reports from the Interim CST Supervisor and the Supervisor of Curriculum & Instruction. He noted that he would like to send more staff to Techspo this year. He also spoke about PARCC test scores being sent home to parents tomorrow, the PLD day on Tuesday, the green team, and pending legislative issues. He proudly noted that because Blairstown Township School District is a high-performing District, we will be eligible for a QSAC compliance waiver this year.
2. **Principal's Report** – Mr. Leal reviewed recent school activities, noting that over 700 parent-teacher conferences were held.

PUBLIC HEARING & PETITION – Mrs. Van Valkenberg, the new Township Committee member, reported that she told the Council about the November meeting she attended and that she has encouraged them to attend our BOE meetings.

APPROVE FINANCIAL REPORTS - A motion was made by Mrs. Wood-Rosso, seconded by Mrs. McLain, and carried unanimously by roll call vote to approve October Transfers in the amount of \$13,920.00 and the Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,263,675.69 for October 2015 in total Government Funds; and to certify that as of October 31, 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.

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APPROVE PAYMENT OF BILLS - A motion was made by Mrs. Glory, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve payment of the Bills & Claims List for the General Fund in the amount of \$413,425.16.

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 three Personnel items:

1. Substitutes – To accept the Superintendent’s recommendation to add the name of Liam Saalfield to the substitute custodian list for 2015-16.
2. Approve Long-Term Leave Replacement Contract for Barbara Celentano – To approve a Long-Term Leave Replacement Contract on Bachelor’s Step 1, effective November 4, 2015 for Barbara Celentano to substitute for Mrs. Heather Sutton during her family leave through March 11, 2016.
3. Approve Long-Term Leave Replacement Contract for Danielle Muessig – To approve a Long-Term Leave Replacement Contract on Master’s Step 1, effective January 25, 2016 for Danielle Muessig to substitute for Mrs. Abby McDonald during her maternity leave through June 30, 2016.

B. FACILITIES

1. Facilities’ Use Requests - A motion was made by Mrs. Glory, seconded by Mrs. Ruben, and carried unanimously to approve the attached list of Facilities’ Use requests.
2. Window Project – Mrs. Petty informed the Board that she and Mr. Saalfield met with the window project architects earlier that afternoon and showed the Board a sample of the proposed window to replace existing windows throughout the building. The architects are recommending that we use windows with window panes in the 1929 section of the building, so it more closely resembles its original design. She and Mr. Saalfield will do a walk-through with the architects next Tuesday to determine exact window types for each location. The total of the project is estimated to be \$850,000 to \$1,000,000, with 40% to be funded by the State of New Jersey. The Board’s 60% share of the cost will come from the Board’s Capital Reserve Account, not from next year’s tax levy.

C. FINANCE

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

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1. Workshop & Mileage Reimbursement Requests - To approve the attached list of workshop and mileage reimbursement requests.
2. Transportation Contract- To approve a transportation contract with North Warren Regional as the Host District for them to transport one of our private school students on Transportation Route NP04 in the amount of \$837.48 for the 2015-16 School Year.
3. 2014-15 Audit Synopsis Presentation by Mrs. Petty – Mrs. Petty reviewed the 2014-15 audit results, noting that there were no auditor recommendations.
4. Lambert Road Property – Mr. Brown noted that we are waiting for the Department of Education’s approval to sell the property.

D. EDUCATIONAL

1. HIB Incident – After Mr. Saalfield’s report of HIB Incident # 1516-A at the November 19th Board meeting, the Board must take action to affirm or deny Mr. Saalfield’s decision in handling the incident. The Board briefly discussed the timing of the action. A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Glory, and carried unanimously by roll call vote to affirm Mr. Saalfield’s decision in handling the incident.
2. Class Trip Approval – A motion was made by Mrs. Mantegna, seconded by Mrs. Hadden, and carried unanimously to approve a class trip on January 12th or 14th (rain date) for the 6th grade LLD class students to visit North Warren Regional Middle School for orientation.
3. PARCC Results Presentation – Mr. Saalfield provided the Board with hand-outs outlining the results of last spring’s PARCC testing, and he noted that the Blairstown Elementary School students scored above the State average.

E. POLICY

1. Second Readings and Adoption – A motion was made by Mrs. Mantegna, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the second policy readings and adoptions as listed on the attachment.

OLD BUSINESS - Reminder to complete online BOE training by December 31st.

CORRESPONDENCE – None.

PUBLIC HEARING & PETITION – Miss Perry thanked the Board for approving her class trip request to take her students to North Warren Regional.

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LEGISLATIVE UPDATE – J. Karolchyk had nothing to report

ADJOURNMENT – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Glory, and carried unanimously to adjourn the meeting at 8:51PM.

Respectfully submitted,

Molly Petty

School Business Administrator