

**BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION**  
**Blairstown, New Jersey 07825**  
[www.blairstownelem.net](http://www.blairstownelem.net)

**May 21, 2015 Meeting Minutes**

**CALL TO ORDER** The Blairstown Township Board of Education held this meeting in the School Cafeteria on Thursday, May 21, 2015.

Mr. Herrmann, Board President, called the meeting to order at 7:00PM, 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:  
Mr. Cook, Mrs. Glory, Mr. Herrmann, Mr. Karolchuk, Mrs. Mantegna, Mrs. McLain, and Mrs. Ruben, and Mrs. Wood-Rosso  
Absent: Mrs. Hadden

**Also Present:** Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; Mr. Leal, Principal; Andrew Brown, Esquire; and several staff members.

**APPROVE REGULAR MINUTES** – A motion was made by Mrs. Ruben, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the minutes as submitted for April 30, 2015.

**NEW BUSINESS**

1. **Superintendent's Update** – Mr. Saalfield informed the Board that the May 5<sup>th</sup> unannounced security drill went very well, and representatives from the State commended the district for the drill. He also updated the Board on his most recent meeting with a representative from the County regarding the Board's property on Lambert Road. Mr. Saalfield noted that interviews are scheduled for next week, the PARCC test will be shortened next year, and that we have given to the Township engineer (info for the ongoing sewer feasibility study) a figure of 900 for the maximum capacity of the school.

2. **Principal's Report** – Mr. Leal reviewed his written report.

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**PUBLIC HEARING & PETITION** – None.

**APPROVE TRANSFERS & FINANCIAL REPORTS** – A motion was made by Mrs. Glory, seconded by Mrs. McLain, and carried unanimously by roll call vote to approve the attached list of March Financial Transfers in the amount of \$59,527 and the March Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,508,519.70 in total Government Funds; and to certify that as of March 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.

**APPROVE PAYMENT OF BILLS** – A motion was made by Mrs. McLain, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve payment of the General Fund Bills List in the amount of \$574,372.87 and the Food Service Bill List in the amount of \$7,049.46.

**LAMBERT ROAD PROPERTY** – A motion was made by Mrs. Glory, seconded by Mr. Herrmann, and carried by roll call vote (7-yes; 1-no <Mrs. Wood-Rosso>) that:

Be it resolved, that the Blairstown Township Board of Education is interested in pursuing the sale of one acre of property, located at Lambert Road, to the County for use by the Catherine Dickson Hoffman Library, provided there is agreement on price and other terms and all regulatory approvals are received.

**MOTION ITEMS**

**A. PERSONNEL**

A motion was made by Mrs. Mantegna, seconded by Mrs. Ruben, and carried by roll call vote (7-yes; 1-abstention <J. Karolchyk>) to approve the following eight motions:

1. **Accept Retirement Resignation**– To accept Mr. Hess's letter of resignation, for the purpose of retirement, effective June 30, 2015.
2. **Rehire Staff for 2015-16** – To accept the Superintendent's recommendation to rehire the attached list of non-union staff at a salary increase of 2.3% for the 2015-16 School Year.
3. **Hire Summer Special Education Staff** – To accept the Superintendent's recommendation to hire the attached list of summer special education staff, at their contracted hourly rates for the Summer 2015 Preschool, Multiple-Disabilities, and Academic Reinforcement programs.

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4. Hire Summer Custodians – To accept the Superintendent’s recommendation to hire the following list of summer custodians @ \$10 per hour: G. Castellano, D. Johnstone, M. LoMonaco, E. Savioli, and C. Schiarrino; and the following list @ \$11 per hour: J. Bryant, P. LoMonaco, and L. Saalfield.
5. Summer Curriculum Writing\* – To accept the Superintendent’s recommendation to hire the attached list of teachers for Summer Curriculum Writing per the terms of the BTA contract.
6. Hire Substitute Custodian – To accept the Superintendent’s recommendation to add the name of Paul Lomonaco to the substitute custodian list for the remainder of the 2014-15 School Year.
7. Hire Paraprofessional – To accept the Superintendent’s recommendation to hire Anna Van Wattering as a part-time paraprofessional @ \$10/hour for the 2015-16 School Year.
8. Hire Tutor – To accept the Superintendent’s recommendation to hire Suzanne Montgomery as an after-school tutor @ \$75/hour for the 2015-16 School Year.

#### **B. FACILITIES**

A motion was made by Mrs. Glory, seconded by Mrs. Mantegna, and carried by roll call vote (7-yes; 1-abstention <L. Glory>) to approve the following two Facilities motions:

1. Contract with Tremco – To approve a contract with Tremco for roof repairs, per the engineer’s May 8<sup>th</sup> recommendation, in the amount of \$12,773.17. This work will be done under work bid through Middlesex Regional Educational Services Commission Contract #MRESC/AEPA 1FB-013-B.
2. Summer Painting Contract – To approve a contract with Mickelsen Contracting for summer painting and repair work in the 1929 wing (kitchen, cafeteria, stairwells, and Receptionist’s office) in the amount of \$17,300. (No responses were received to the two advertisements for quotations, one in the Express-Times, and one in the Morristown Daily Record).

#### **C. FINANCE**

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

1. Approve Summer Tuition Contract – To approve a special education tuition contract with the Developmental Center for Children and Families LLC for the summer session in the amount of \$4,950 for tuition and \$2,250 for a Personal Aide.

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2. J&B Therapy Contract – To approve a contract with J&B Therapy, LLC for speech therapy services in the amount of \$78.00 per hour, from July 1, 2015 through June 30, 2016. (This is the same hourly rate as for the 2014-15 School Year).
3. Therapeutic Outreach for Children Contract – To approve a contract with Therapeutic Outreach for Children, Inc. for occupational therapy services in the amount of \$95.00 per hour, from July 1, 2015 through June 30, 2016. (This is the same hourly rate as for the 2014-15 School Year).
4. Eagle Ridge Services Contract - To approve a contract with Eagle Ridge Services in the amount of \$4,200 for preparation of the 2015-16 No Child Left Behind grant application.

**TRANSPORTATION** – Reports of May 12<sup>th</sup> Emergency Bus Evacuation Drill were included in this agenda packet.

**OLD BUSINESS**

BOE Expiring Terms – Mrs. Petty noted that the following members' BOE terms are expiring in December: Mrs. Glory, Mrs. Hadden, Mrs. Mantegna, and Mrs. Ruben. Nominating Petitions are available for those who will be 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.

**CORRESPONDENCE** – None.

**PUBLIC HEARING & PETITION** – None.

**LEGISLATIVE UPDATE** – J. Karolchyk noted that BOE self-evaluations are available online and should be completed by all Board members. The resolution at last week's NJSBA May Delegate Assembly failed by a 51-49 vote (vote on lame-duck Boards). He also noted that students must stand during the morning Pledge of Allegiance, but do not have to recite the words. Additionally, the Legislature has passed a vote to eliminate the salary cap for school superintendents.

**EXECUTIVE SESSION** – A motion was made by Mrs. Mantegna, seconded by Mrs. Wood-Rosso, and carried unanimously to convene to Executive Session at 8:26PM to review previous Executive Session minutes and to discuss the terms of the CSA contract.

The meeting re-opened to the public at 11:46PM and continued with the following items:

A motion was made by Mrs. Wood-Rosso, seconded by Mr. Herrmann, and carried unanimously to approve the April 30<sup>th</sup> Executive Session minutes as submitted.

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**ADJOURNMENT** – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Glory, and carried unanimously to adjourn the meeting at 11:48PM.

Respectfully submitted,

Molly Petty

School Business Administrator