

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

September 17, 2015 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, September 17, 2015.

Mr. Herrmann, Board President, called the meeting to order at 7:02PM.

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: Mrs. Glory, Mrs. Hadden, Mr. Herrmann, Mr. Karolchyk, Mrs. McLain, Mrs. Mantegna, Mrs. Ruben, and Mrs. Wood-Rosso
Absent: Mr. Cook

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

APPROVE REGULAR MINUTES - A motion was made by Mrs. McLain, seconded by Mrs. Glory, and carried unanimously to approve the minutes as submitted for August 20, 2015.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield informed the Board that student enrollment on the first day of school was 507. He noted that the new Superintendent at North Warren will be attending our October Board meeting. He also spoke about the need for a Policy Committee meeting, the October 20th Women's Club meeting he will be attending, the brochure for Basic Skills Instruction that he distributed to the Board, and that a Sixth grader was suspended from the bus for one month for an incident that happened in June. Mr. Saalfield reported that he contacted Mr. Hess and Mr. Gross, who both remember the outdoor soccer goals being in place as far back as the 1970s. The Board agreed that the soccer goals need to be left in place, which will be communicated to the local soccer group.

He updated the Board on the search for a Supervisor of Special Services, adding that we will have to hire an Interim Supervisor and that he will re-advertise in the spring. Mr. Saalfield showed the Board samples of the Blairstown Historic Commission's plaques, and a motion was made by Mr. Herrmann, seconded by Mrs. Mantegna, and carried unanimously to authorize the Blairstown Historical Society to place a plaque on the grounds of the Blairstown Elementary School.

Other items mentioned include the need for a DEAC Committee volunteer (Mrs. Ruben volunteered), the Facilities Checklist for this year's QSAC review, and the September 15th meeting of the cluster Superintendents.

2. **Principal's Report** – Mr. Leal reviewed his written report which had been included in the agenda packet.

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3. Accept Donation – Motion to accept the donation of a viburnum plant (in memory of Mary Grace Rudolph) and a rose bush (in memory of Jonathan Rusk) from Race Farms, and a donation from Mrs. Elaine Erny in the amount of \$100 for the purchase of Library books.
4. Approve and Adopt 2015 Memorandum of Agreement Revision – After Mr. Saalfield reviewed the revisions, a motion was made by Mrs. Ruben, seconded by Mrs. McLain, and carried unanimously by roll call vote to approve and adopt the 2015 revision of the state-mandated Memorandum of Agreement with Law Enforcement.

PUBLIC HEARING & PETITION – None.

APPROVE FINANCIAL REPORTS – A motion was made by Mrs. Glory, seconded by Mrs. Wood-Rosso, and carried unanimously by roll call vote to approve July Transfers in the amount of \$5,000.00, and Board Secretary’s Reports, in agreement with the Treasurer’s Reports, in the amount of \$1,410,492.89 in total Government Funds; and to certify that as of July 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. Mantegna, seconded by Mrs. Wood-Rosso, and carried unanimously by roll call vote to approve payment of the General Fund Bills List in the amount of \$954,055.55.

BOE SELF-EVALUATION – Mrs. Robynn Meehan presented the Board with the results of their Self-Evaluation.

MOTION ITEMS

A. PERSONNEL

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

1. Accept Resignation – To accept Charles Straway’s (custodian) resignation, effective September 14, 2015.
2. Hire Substitutes – To accept the Superintendent’s recommendation to add the names of Shawn Flynn and Victor Zelizo to the list of substitute custodians for the 2015-16 School Year.
3. Movement Across Salary Guide – To approve the following requests to move across the BTA Salary Guide, effective September 1st.

<u>Teacher</u>	<u>Placement</u>
T. Messina	Bachelor’s +30 Credits

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4. Approve Stipend Positions – To approve the attached list of stipend positions for 2015-16.
5. Workshop & Mileage Reimbursement – A motion was made by Mrs. McLain, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve Mrs. Truelove’s request to attend the Art Educators’ Fall Conference in October in Long Branch, NJ, with mileage reimbursement in the amount of \$57.04.

B. FACILITIES

1. Facilities’ Use Requests – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Hadden, and carried unanimously to approve the attached list of Facilities’ Use requests.

C. FINANCE

1. Lambert Road Property Appraisal – After Mrs. Petty noted the change in the language to add the Board of Chosen Freeholders as the purchaser, a motion was made by Mrs. McLain, seconded by Mrs. Glory, and carried by roll call vote (7-yes; 1-no <Mrs. Wood-Rosso>) to adopt the attached resolution regarding approval of the disposition of Real Property. Mrs. Glory suggested the Board consider asking for shared services with the Library in addition to the cash purchase price.

OLD BUSINESS - None.

CORRESPONDENCE – The Board discussed the “Notice of Hearing” received from the Blairstown Township Land Use Board, and Mr. Herrmann suggested that Mr. Saalfield attend the next Land Use Board meeting to speak in support of this request for #2 Stillwater Road.

Mrs. Petty informed the Board that she has received notification from the New Jersey Schools Insurance Group’s ERIC West subgroup that our \$2,000 grant application for the installation of window film has been approved.

Mr. Saalfield noted that he received a letter dated September 9th from the DOE regarding student participation in standardized testing.

EXECUTIVE SESSION – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to convene to Executive Session at 9:00PM to review previous Executive Session minutes and to discuss the results of the Superintendent’s evaluation and his next employment contract. Results of this session will be released to the public once the need for confidentiality no longer exists.

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RETURN TO OPEN SESSION – The meeting returned to Open Session at 10:15PM.

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

ADJOURNMENT

A motion was made by Mr. Herrmann, seconded by Mrs. Mantegna, and carried unanimously to adjourn the meeting at 10:16PM.

Respectfully submitted,

Molly Petty

School Business Administrator