

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

September 15, 2016 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, September 15, 2016.
Mr. Herrmann, 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 Mr. Herrmann read the Notice of Meeting and Mission Statement.

MISSION STATEMENT

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

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

APPROVE REGULAR MINUTES - A motion was made by Mrs. Mantegna, seconded by Mrs. McLain, and carried unanimously to approve the minutes as submitted for August 18, 2016.

EXECUTIVE SESSION - A motion was made by Mrs. Glory, seconded by Mrs. Mantegna, and carried unanimously to convene to Executive Session at 7:04PM to review previous minutes and to discuss matters of Personnel pertaining to a request for a leave of absence, the results of which will be released to the public as soon as the reason for confidentiality no longer exists. This session was estimated to last 30 minutes.

The meeting re-opened to the public at 7:57PM and continued as follows:

A motion was made by Mrs. McLain, seconded by Mrs. Mantegna, and carried unanimously to approve the August 18th Executive Session minutes as submitted.

A motion was made by Mrs. McLain, seconded by Mrs. Glory, and carried by roll call vote (6-yes; 1-no <Mr. Karolchyk>) to approve Mrs. Heather Sutton's child-rearing leave of absence request for the 2016-17 School Year.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield noted that our opening enrollment for the 2016-17 school year is 477 students. He discussed a pilot program for RTI, bus suspensions, IDEA grant application approval, and the necessity of finding substitute nurses.
2. **Principal's Report** – Mr. Leal referred to his written report and explained the BEAR awards program.

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PUBLIC HEARING & PETITION – Mrs. Pelosi thanked the Board for the volunteer work they do.

APPROVE TRANSFER & FINANCIAL REPORTS - A motion was made by Mrs. Mantegna, seconded by Mr. Herrmann, and carried unanimously by roll call vote to approve one July Transfer in the amount of \$600.00, and the July Board Secretary's reports in the amount of \$1,257,918.08 in Total Government Funds; and to certify that as of July 31, 2016, 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. McLain, and carried unanimously by roll call vote to approve payment of the Bills & Claims Lists for the General Fund in the amounts of \$1,064,403.97 and for the Food Service Fund in the amount of \$5,975.00.

MOTION ITEMS

A. PERSONNEL

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

1. Hire B. Celentano – To accept Mr. Saalfield's recommendation to hire Barbara Celentano as a part-time (.7, salary pro-rated to \$33,316.50) special education teacher on Bachelor's Step 1, effective September 16, 2016, for the 2016-17 School Year.
2. Hire Receptionist – To accept Mr. Saalfield's recommendation to hire Sotiria Hambos as the full-time Receptionist at the salary of \$25,000, effective September 16, 2016, for the 2016-17 School Year.
3. Hire Aides - To accept Mr. Saalfield's recommendation to hire Gian Claudia Nufrio and Pamela Gumbman as part-time aides at the hourly rate of \$10.00, effective September 16, 2016, for the 2016-17 School Year.
4. Movement on Guide – To approve Mrs. Messina's request to move to the Master's degree column of the BTA Salary Guide, Mrs. Menzel's request to move to the Master's +15 credits column, and Miss Kline's request to move to the Master's degree column, effective September 1, 2016.
5. Hire Joan Pelosi as Traffic Guard – To hire Joan Pelosi as the Traffic Guard at the annual stipend amount of \$2,400.

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6. Approve Leave of Absence Request- To approve Mrs. Angela Sutton's maternity leave of absence request per her August 18th letter, from (approximately) November 28, 2016 through the end of the 2016-17 School Year.
7. Increase Contract for Mid-Day Aide – To accept Mr. Saalfield's recommendation to add 2 hours and 45 minutes per day to Jeanne Socha's contract for duties as a mid-day aide for at her hourly rate of \$18.69, for a total of 7.5 hours per day, for the 2016-17 School Year.
8. Approve Stipend Positions – To approve the attached list of stipend positions for 2016-17.
9. Hire Substitute Teacher – To accept Mr. Saalfield's recommendation to add the name of Amy Ferrara to the substitute teacher list for the 2016-17 School Year.

B. FINANCE

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

1. Approve Workshop and Mileage Reimbursement Requests – To approve requested workshop and mileage requests.
2. Approve Contract for Behavior Analytical Services – To approve a contract with Applied Behavioral Consulting, LLC, as needed, at the hourly rate of \$125.00, for the 2016-17 School Year.
3. Approve Nursing Services Contract – To approve a contract for substitute nursing services with Bayada Home Health Care, Inc., at the hourly rate of \$60, for the 2016-17 School Year.

C. FACILITIES

1. A motion was made by Mrs. McLain, seconded by Mr. Cook, and carried unanimously to approve the attached Facilities' Use Request.

D. EDUCATIONAL

1. Approve HIB Self-Assessment – A motion was made by Mrs. Mantegna, seconded by Mrs. McLain, and carried unanimously to approve the 2015-16 HIB Self- Assessment, after a short Board discussion.

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E. POLICY

1. Second Reading – A motion was made by Mrs. Mantegna, seconded by Mr. Herrmann, and carried unanimously to approve the second reading and adoption of the Policy 4250 (Support Staff Employment Conditions).

F. TRANSPORTATION

1. Bus Routes Approval – A motion was made by Mrs. Mantegna, seconded by Mrs. McLain, and carried unanimously to approve the attached lists of bus routes. Mrs. Glory asked about the possibility of alternating/reversing routes each year.

OLD BUSINESS - Mrs. Petty distributed the 2016 BOE Training Schedule to all of the Board members, noting that their training must be completed by December 31st.

CORRESPONDENCE – None.

PUBLIC HEARING & PETITION – None.

LEGISLATIVE UPDATE – J. Karolchuk discussed proposed legislation regarding equalized funding for education, funding for security, budget cap exemption for security, and special education inclusion in teacher preparation programs.

EXECUTIVE SESSION – A motion was made by Mrs. McLain, seconded by Mrs. Mantegna, and carried unanimously to convene to Executive Session at 8:48PM to discuss security issues, the results of which will be released to the public as soon as the reason for confidentiality no longer exists.

ADJOURNMENT – A motion was made by Mrs. Mantegna, seconded by Mrs. McLain, and carried unanimously to adjourn the meeting at 9:02PM.

Respectfully submitted,

Molly Petty
School Business Administrator