

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

December 8, 2016 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, December 8, 2016.

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. McLain, and Mrs. Ruben
Absent: Mrs. Mantegna and Mrs. Wood-Rosso

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

APPROVE REGULAR MINUTES - A motion was made by Mrs. Glory, seconded by Mrs. McLain, and carried unanimously to approve the minutes as submitted for November 17, 2016.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield distributed invitations for the fifth grade concert. He noted that he and Mr. Herrmann held an orientation meeting with the newly-elected BOE members and gave them a tour of the building. They also met with Dr. Elias. Mr. Saalfield discussed the display of student artwork at Town Hall, the receipt of test items from last year's PARCC tests, an upcoming online parent survey, and the completion of his planned visits to schools attended by our students placed out-of-district. Meetings he attended included last night's meeting of the Blairstown Enhancement Committee and a bomb-incident workshop held at North Warren.
2. **Principal's Report** – Mr. Leal reviewed his written report and introduced Joshua Anthony, Student Council President, who told the Board about the results of the Student Council's Operation Chill-Out.
3. **Professor Stephen Davis** – Professor Davis discussed the school's four-year history with his Shakespeareance program for sixth graders, and he thanked the Board and the staff for their support of the arts.
4. **Recognition of BOE Service for Mrs. Margaret McLain and Mrs. Leslie Ruben** – Mrs. Petty presented library books purchased in honor of Mrs. McLain and Mrs. Ruben's many years of service on the Board of Education. A short break for cake was taken at this time.

PUBLIC HEARING & PETITION – None.

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APPROVE TRANSFERS & FINANCIAL REPORTS - A motion was made by Mrs. McClain, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the attached list of October Transfers in the amount of \$5,100.00 and the October Board Secretary's reports in the amount of \$1,194,069.91 in Total Government Funds; and to certify that as of October 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. McClain, seconded by Mr. Herrmann, and carried unanimously by roll call vote to approve payment of the Bills & Claims Lists for the General Fund in the amount of \$520,353.11 and the Food Service Fund's check to Maschio's in the amount of \$10,503.44.

MOTION ITEMS

A. PERSONNEL

A motion was made by Mrs. McClain, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve the following three Personnel items:

1. Appoint Primary Reading Academy Staff – To accept Mr. Saalfield's recommendation to appoint the following staff for the upcoming after-school Primary Reading Academy: T. Anderson, C. Cappiello, J. Cardosa, A. Chirico, J. Crisman, C. Fleming, D. Kelley, B. O'Connell, J. Pillion, C. Robinson, K. Wohlers, and substitutes: J. Goncalves, C. Groseibl, and A. May.
2. Hire Substitute Teacher – To accept Mr. Saalfield's recommendation to add the name of Jessica Lino to the substitute teacher list for the 2016-17 School Year.
3. Hire Part-Time Aide – A motion was made by Mrs. McLain, seconded by Mrs. Hadden, and carried unanimously by roll call vote to accept Mr. Saalfield's recommendation to hire Michele Rinehart as a part-time aide, at \$10 per hour, effective January 3, 2017, for the 2016-17 School Year.

B. FACILITIES

1. Facilities' Use Request – A motion was made by Mrs. Hadden, seconded by Mrs. Glory, and carried unanimously to approve the Facilities' Use Request for the BES PTG, for their use of our gym for the Tricky Tray Fundraiser planned for May 13, 2017.

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C. EDUCATION

1. HIB Report (Case #16171) – Board action is needed to affirm or deny Mr. Saalfield’s handling of the HIB incident (Case #16171) reported at the November 17th BOE meeting. A motion was made by Mr. Herrmann, seconded by Mrs. Glory, and carried unanimously to affirm Mr. Saalfield’s handling of Case #16171.

D. POLICY

1. First Reading on Policy 2463 (Preschool Tuition) – A motion was made by Mrs. McLain, seconded by Mrs. Glory, and carried unanimously to approve the first reading of Policy 2463.

E. FINANCE

1. Approve Workshop and Mileage Reimbursement Requests – A motion was made by Mrs. McClain, seconded by Mrs. Hadden, and carried unanimously by roll call vote to approve Mr. Leal’s requested mileage reimbursement (\$41.42) for the January 5 and 6 workshop.
2. Accept Donation – A motion was made by Mrs. McLain, seconded by Mrs. Hadden, and carried unanimously to accept a \$500 donation for the Blair Woman’s Club, to be used for books for the library, kindergarten, and special education classes.

OLD BUSINESS - Mrs. Petty reminded everyone that their BOE training must be completed by December 31st.

CORRESPONDENCE – None.

PUBLIC HEARING & PETITION – None.

LEGISLATIVE UPDATE – J. Karolchyk had nothing to report.

ADJOURNMENT

A motion was made by Mrs. Glory, seconded by Mr. Cook, and carried unanimously to adjourn the meeting at 8:14PM.

Respectfully submitted,

Molly Petty
School Business Administrator