

# BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

[www.blairstownelem.net](http://www.blairstownelem.net)

## Thursday, May 18, 2017 Meeting Minutes

Mr. Herrmann called the meeting to order at 7:00PM.

**BOARD MEMBERS:** Mr. Jeremy Cook, Mrs. Michelle Gerhardt, Mrs. Lauren Glory, Mr. Dirk Herrmann, Mrs. Kelly Hadden, Mr. John Karolchyk, Mrs. Donna Krauss, Mrs. Shelly Mantegna, and Mrs. Jessica Wood-Rosso

**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. Gerhardt, Mrs. Glory, Mr. Herrmann, Mr. Karolchyk, Mrs. Mantegna, and Mrs. Krauss

**Absent:** Mr. Cook, Mrs. Hadden and Mrs. Wood-Rosso

**Tardy:** None.

**Also Present:** Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; and Mr. Leal, Principal; Mrs. Carolyn Chaudry, Attorney; and eight members of the staff

**APPROVE REGULAR MINUTES** - A motion was made by Mrs. Mantegna, seconded by Mrs. Glory, and carried unanimously to approve the minutes as submitted for April 27, 2017.

### **NEW BUSINESS**

1. **Superintendent's Update** – Mr. Saalfield informed the Board that water testing has been completed and that results are posted on the website. Water results were satisfactory. Also posted on the website is info for parents on Netflix: “13 Reasons Why”. He mentioned changes in QSAC, the Taxpayer Spending Guide, the County Superintendent's approval of our application to open a new special education class, and that 6<sup>th</sup> graders took a math test today for placement in North Warren's math classes.
2. **Principal's Report** – Mr. Leal reviewed his written report, which included highlights of the PTG Tricky Tray and Seussical the Musical.
3. **BOE Expiring Terms** – Mrs. Petty announced that in December three terms are expiring on the Board of Education: Mr. Cook, Mr. Herrmann, and Mrs. Wood-Rosso. Nominating petitions are available in the BOE office or from the Warren County Clerk's office in Belvidere and are due to the County Clerk on July 31<sup>st</sup>.

**PUBLIC HEARING & PETITION** – None.

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**APPROVE TRANSFER & FINANCIAL REPORTS** - A motion was made by Mrs. Mantegna, seconded by Mrs. Gerkhardt, and carried unanimously by roll call vote to approve March Transfers in the amount of \$4,300.00 and the March Board Secretary's reports in the amount of \$663,866.65 in Total Government Funds; and to certify that as of March 31, 2017, 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 Mr. Herrmann, seconded by Mrs. Mantegna, and carried unanimously by roll call vote to approve payment of the Bills & Claims Lists for the General Fund in the amount of \$798,145.57 and the Food Service Fund in the amount of \$7,540.47.

**MOTION ITEMS**

**A. PERSONNEL**

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

1. Hire Summer Custodians – To accept the Superintendent's recommendation to hire the following list of summer custodians @ \$11.75 per hour: J. Bryant, G. Castellano, Mrs. M. LoMonaco, P. LoMonaco, M. LoMonaco, C.Schiarrino, and N. Scialla.
2. FMLA Request – To approve Mrs. Voss's May 4<sup>th</sup> written request to take a FMLA, beginning on Tuesday, May 30<sup>th</sup>, through the end of the 2016-17 School Year.
3. Grant Salaries – To approve the following salaries partially paid through our 2016-17 NCLB & IDEA grants

<u>Staff Member</u>	<u>Grant</u>	<u>Full Salary</u>	<u>Salary Paid with Grant</u>
Ann Cain	IDEA Preschool	\$15,013	\$10,771
Diane Kelley	NCLB – Title IIA	\$78,720	\$13,896
Donna Reade	NCLB – Title I	\$91,100	\$34,773

**B. FINANCE**

A motion was made by Mrs. Krauss, seconded by Mrs. Glory, and carried unanimously by roll call vote to approve the following two Finance items:

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1. Approve Mileage Request – Motion to approve the mileage reimbursement request for J. Karolchyk to attend the NJSBA May 20 Delegate Assembly, with mileage reimbursement to be for 137.2 miles, in the amount of 31 cents per mile, total \$42.53.
2. Approve Mileage Request – To approve the mileage reimbursement request for M. Saalfield for the 2016-17 School Year, with mileage reimbursement for 1,402 miles, in the amount of 31 cents per mile, total of \$434.62.

**C. FACILITIES**

A motion was made by Mrs. Mantegna, seconded by Mrs. Glory, and carried unanimously by roll call vote to approve the following two Facilities items:

1. Approve contract with FKA Architects – To approve a contract with FKA Architects for design of the gym lobby lavatory renovation project in the amount of \$13,325.00 per their October 19, 2016 proposal. (This cost is part of the 2017-18 approved budget).
2. Award Contract for Flooring Installation – To award a contract to A.M.P. Flooring in the amount of \$20,275.70 for the installation of new tile flooring in the 4<sup>th</sup> grade wing as well as Rooms 29 & 40.
3. Water Test Results – Informational: Water testing has been completed throughout the building, and no problems were found with lead or any other chemicals in the water. Water test results are posted on our website.

**D. EDUCATION**

1. HIB Report #16173 & 16174 – After some questions by the Board, a motion was made by Mrs. Mantegna, seconded by Mr. Herrmann, and carried unanimously to affirm Superintendent's handling of HIB reports 16173 and 16174, as reported at the April 27<sup>th</sup> meeting.

**E. POLICY**

1. A motion was made by Mrs. Mantegna, seconded by Mrs. Glory, and carried unanimously to approve Second Reading and Adoption of the following policies:

- 0000.01 - Bylaw
- 2415.06 - Unsafe School Choice Options
- 2464 - Gifted and Talented
- 2622 - Student Assessment
- 3160 - Physical Examination (Teaching Staff)
- 4160 - Physical Examination (Support Staff)
- 5116 - Education of Homeless Students
- 8350 - Records Retention

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**CORRESPONDENCE** – Mr. Saalfield read a letter from parents of a first grade student, complimenting and praising Miss Cappiello and members of the Child Study Team for their assistance and care with their son.

**PUBLIC HEARING & PETITION** – None.

**LEGISLATIVE UPDATE** – J. Karolchuk will be attending this Saturday's Delegate Assembly.

**EXECUTIVE SESSION** – A motion was made by Mr. Herrmann, seconded by Mrs. Glory, and carried unanimously to convene to Executive Session at 7:43PM to review previous minutes and to discuss matters of Personnel (summarized results of the CSA evaluation process and the CSA employment contract) and Negotiations, the results of which will be released to the public once the reasons for confidentiality no longer exist.

The meeting re-opened to the public at 10:15 and continued with the following action:

A motion was made by Mr. Herrmann, seconded by Mrs. Mantegna, and carried unanimously to approve the Executive Session minutes from March and April.

**ADJOURNMENT** – A motion to adjourn the meeting at 10:17PM was made by Mrs. Glory, seconded by Mr. Herrmann, and carried unanimously.

Respectfully submitted,

Molly Petty  
School Business Administrator