

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

May 14, 2020 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting virtually online Thursday, May 14, 2020.
Mr. Cook, President, called the virtual meeting to order at 7:03PM.

FLAG SALUTE Everyone present was requested to rise and repeat the Pledge of Allegiance.

SUNSINE LAW Mr. Cook read the Notice of Meeting and Mission Statement

ROLL CALL The following board members were present: Mr. Cook, Mrs. Inscho, Ms. Klein, Mrs. McElroy, Mrs. Rolph, Mrs. Shaffer and Mrs. Sikkes.
Absent: Mrs. Gerhardt
Tardy: None

ALSO PRESENT Mr. Saalfield, Superintendent; Mr. Herzer, SBA/Board Secretary; Andrew Brown, Esquire; Kyle Sweppenhiser and several members of the faculty.

EXECUTIVE ORDER 103 – A motion was made by Mrs. Shaffer, seconded by Mrs. Sikkes, and carried unanimously to adopt the following resolution:

BE IT RESOLVED, that the Blairstown Township Board of Education hereby approves the suspension of its normal meeting procedures pursuant to By-Law 131, and authorized this meeting to be conducted as a virtual meeting, as described in the Statement of Public Notice, due to the public health emergency declared in Executive Order 103.

APPROVE REGULAR MINUTES – A motion was made by Ms. Klein, seconded by Mrs. Rolph and carried unanimously to approve the minutes as submitted for April 28, 2020.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield stated that the blood drive held in the gymnasium was a success and since there is no air conditioning in the gymnasium, no additional blood drives will be held in the summer. He noted that the state has extended its fiscal year to August and there is a possibility for state aid cuts. Mr. Saalfield recognized Mrs. Holyoak for making face masks and shields with her 3D printer. Mr. Saalfield also stated that the updated pandemic plan is due to the county offices by May 22, 2020. He also stated there are three plans for summer programs and there are ongoing meetings regarding the sixth grade graduation. The farmer's market has requested to move to the district parking lot due to construction going on at the EMS building. Proof of liability insurances is to be provided to the district and the EMS has notified the surrounding properties about their constructions plans, for which, Mr. Saalfield has no objections. Mr. Saalfield also discussed that the furlough plan is moving through the state legislature, but he does not expect the governor to sign it. He also discussed that unofficially students may not be able to return to the school in September due to the ongoing pandemic. Mr. Saalfield also noted

that parents are trying to organize to hand out items, which is not school sponsored and may violate the executive orders regarding gatherings. He suggested that they should contact the township police chief for guidance.

PUBLIC HEARING & PETITION – Mrs. Holyoak noted the Rotary Club donated materials and \$390 for the face shields which are being given to parents and students and any extra shields are sent to North Warren.

APPROVE FINANCIAL REPORTS – A motion was made by Mrs. Schaffer, seconded by Mrs. McElroy, and carried unanimously to approve one March Transfer in the amount of \$500 from 11-190-100-610 to 11-000-230-610 and the March Board Secretary’s Reports, in agreement with the Treasurer’s Reports, in the amount of \$923,371.80 in Total Government Funds; and to certify that as of March 31, 2020, 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. McElroy, seconded by Mrs. Schaffer, and carried unanimously to approve payment of the May 14th Bills & Claims List for the General Fund in the amount of \$340,633.07.

MOTION ITEMS

A. PERSONNEL – A motion was made by Mrs. Rolph, seconded by Mrs. McElroy, and carried unanimously to approve the first two Personnel items.

1. Hire Summer Custodian Staff - To accept Mr. Saalfield’s recommendation to re-hire for summer work and as substitute custodians: Madeline LoMonaco, Chris Sciarrino, and Theresa Tausendfreund at the hourly rate of \$12.50; Brian Collins at the hourly rate of \$11.50 and Kris DeWitt at the hourly rate of \$16.00.

2. Hire Jenna Sagan – To accept Mr. Saalfield’s recommendation to hire Jenna Sagan as a part-time assistant to the School Business Administrator at the hourly rate of \$15.50 for the 2020-21 School Year, with 20 hours/week maximum.

3. Accept Resignation – A motion was made by Mrs. Sikkes, seconded by Ms. Klein, and carried unanimously to accept the resignation of Dr. Susie Elias, Principal of the Blairstown Township School District effective July 31, 2020.

4. Hire Summer ESY Staff – A motion was made by Mrs. Shaffer, seconded by Mrs. McElroy, and carried unanimously to accept Mr. Saalfield’s recommendation to hire staff for the Summer 2020 ESY program.

Teachers – Dana Mosca, Jillian Cardoso and Barbara O’Connell

Paraprofessionals – Anna VanWettering, Ann Cain, Tammy Quick, Debbie Kittle and Loren Arvery

5. Modification of Maternity Leave Date – A motion was made by Mrs. Rolph, seconded by Mrs. Inscho, and carried unanimously to accept the modification of maternity leave return date for Mrs. Baker from June 19, 2020 to June 17, 2020.

6. Approve Maternity Leave – A motion was made by Mrs. Shaffer, seconded by Mrs. Rolph, and carried unanimously to approve Mrs. Scalise’s maternity/disability leave of absence request, beginning on September 3, 2020, and ending on February 4, 2021.

B. FINANCE

1. Preschool Tuition During Shut-down – A motion was made by Mrs. Sikkes, seconded by Mrs. McElroy, and carried unanimously to refund half of the March preschool tuition to parents since school was not in session.

2. ESY Program Tuition Cost – The motion to establish the tuition rate of \$500.00 per student for the Extended School Year Programs was tabled until the June meeting.

3. Workshops & Mileage Reimbursement – A motion was made by Mrs. Shaffer, seconded by Mrs. Rolph and carried unanimously to approve the attached list of workshop and mileage requests.

4. Approve Mascio’s Food Service Contract – A motion was made by Mrs. McElroy, seconded by Mrs. Sikkes, and carried unanimously to approve the 2020-21 contract with Maschio’s Food Service, Inc. for management of the food service operations, with a management fee of \$7,573.26 and a break-even guarantee.

C. FACILITIES

1. Tremco Roof Presentation – Mr. Sweppenhiser presented the quote and answered questions from the board for the roof replacement of roof area E.

2. Approve Contract for Roof Replacement – A motion was made by Mrs. Shaffer, seconded by Mrs. Sikkes, and motion carried (Mrs. Inscho voted no) to accept the proposal from and award a contract to Tremco, Inc. in the amount of \$284,934.27 (ESCNJ 19/20-15. Co-Op #65MCESCCPS) for the roof replacement of the Roof Area E.

D. Security – The board held a discussion on whether or not the district needs/wants an armed resource officer. It was decided to invite the township chief of police and the committee liaison to the June 11, 2020 board meeting to present information about an armed school resource officer.

CORRESPONDENCE – A letter from the township was received regarding proposed construction at the neighboring EMS building for putting in a well and adding a generator.

OLD BUSINESS

1. NJSBA Mental Health Report- Summary from Mr. Cook
2. PEA Grant for Preschool Funding – Will be posted in late May or when it becomes available (No update)
3. Teacher Empowerment Training – To be reviewed for possible inclusion in 2020-21 District Professional Development
4. Policy 8600 to be reviewed in August
5. Ad hoc Survey Committee Report – Survey to begin after Negotiations is completed

PUBLIC HEARING & PETITION - None

LEGISLATIVE UPDATE – None

EXECUTIVE SESSION – A motion was made by Mrs. Shaffer, seconded by Mrs. Sikkes, and carried unanimously to convene to Executive Session at 9:30 PM to discuss Superintendent's Evaluation and negotiations.

The Executive Session ended at 11:30PM.

ADJOURNMENT – A motion was made by Mrs. Rolph, seconded by Mrs. Shaffer, and carried unanimously to adjourn the meeting at 11:32PM.

Respectfully submitted,

Matthew P. Herzer
School Business Administrator