

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

October 15, 2015 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, October 15, 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: Mr. Cook, Mrs. Glory, Mr. Herrmann, Mr. Karolchyk, and Mrs. Wood-Rosso

Absent: Mrs. Hadden, Mrs. Mantegna, Mrs. McLain, and Mrs. Ruben

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

APPROVE REGULAR MINUTES - A motion was made by Mrs. Wood-Rosso, seconded by Mr. Karolchyk, and carried unanimously to approve the minutes as submitted for September 17, 2015.

INTRODUCTION OF NORTH WARREN'S NEW SUPERINTENDENT & BLAIRSTOWN/HARDWICK BOE MEMBERS – Mr. Herrmann welcomed the North Warren administrators and Board members.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield reviewed student participation rates in our performing arts programs, his attendance at various meetings, the delivery of playground mulch, gym equipment inspections, new AC in Library, new iron railings for outside, and upcoming BSI and Family Science Nights.
2. **Principal's Report** – Mr. Leal reviewed his written report and provided highlights of grade level instruction. He gave Mr. Steingal from North Warren the opportunity to address the Board about an exchange opportunity for North Warren's students who may be interested in pursuing careers in education. Mr. Leal asked one of our students, Ethan Henderson, to tell the Board about the "Friendship Bench" (on display) he arranged to have built for the playground area.
3. Mr. Karolchyk brought up the topic of large amounts of surplus for charter schools.

2015-16 INSTRUCTIONAL REVIEW – Mr. Leal and Mrs. Elias gave a detailed overview of instructional programs and the analysis used in assessing and monitoring student progress, with special attention being paid to each child's academic performance.

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PUBLIC HEARING & PETITION – Mrs. Reynolds informed the Board that she has asked to step down from her Anti-Bully Specialist duties due to schedule changes this year. She thanked the Board for this opportunity.

APPROVE FINANCIAL REPORTS - A motion was made by Mrs. Wood-Rosso, seconded by Mr. Cook, and carried unanimously by roll call vote to approve August Transfers in the amount of \$8,800, and the Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,775,023.22 for August 2015 in total Government Funds; and to certify that as of August 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. Wood-Rosso, seconded by Mr. Herrmann, and carried unanimously by roll call vote to approve payment of the General Fund Bills List in the amount of \$778,988.12 and the Food Service Fund in the amount of \$29,870.22.

MOTION ITEMS

A. PERSONNEL

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

1. Approve Interim Supervisor of Special Services –To accept Mr. Saalfield's recommendation to hire Gail DeWitt as the Interim Supervisor of Special Services at the per diem rate of \$350, effective October 19th, until a permanent replacement is hired.
2. Approve Superintendent's Contract – To approve the Superintendent's 2016-2020 employment contract per the negotiated terms, as approved by the County Superintendent.
3. Approve Homework Help Club Staff –To approve the after-school Homework Help Club staff per the attached list.

B. FACILITIES

1. Facilities' Use Requests – A motion was made by Mrs. Wood-Rosso, seconded by Mr. Cook, and carried unanimously to approve the attached list of Facilities' Use requests.
2. M-1 Form and 2014-17 Comprehensive Maintenance Plan – A motion was made by Mrs. Wood-Rosso, seconded by Mr. Cook, and carried unanimously by roll call vote to approve the M-1 Form and 2014-17 Comprehensive Maintenance Plan as submitted.

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3. Window Project Discussion – Mrs. Petty reviewed the August 5th proposal from Suburban Consulting Engineers. After meeting with Mr. Miller on October 7th, Mr. Saalfield and Mrs. Petty recommend approving the August 5th proposal for Suburban Consulting Engineers to prepare the bid specs and oversee the window project, at a cost of \$32,810. (This project will be partially funded by the NJ Department of Education).

A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Glory, and carried unanimously by roll call vote to approve a contract with Suburban Consulting Engineers in the amount of \$32,810, and to delegate to Suburban Consulting Engineers the authority to prepare all plans, specifications, drawings, and necessary bid-related documents for the window project.

C. FINANCE

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

1. Approve OT Contract – To approve a contract for Occupational Therapy services with Kathleen DiFebo, OTR/L in the amount of \$78 per hour for our student placed at the Knowlton School. (This is the same rate as 2014-15).
2. Snow Plowing Contract – To accept one quote (no others were received) and to approve a contract for snow plowing services with JB's Landscaping in the hourly amount of \$95 per plow, for the 2015-16 School Year. (This is the same rate as 2014-15).
3. Workshop & Mileage Reimbursement Requests - To approve the attached list of workshop and mileage reimbursement requests.
4. Follow-up on Walmart Donations – As a follow-up to the discussion at the September meeting, Mrs. Petty informed the Board that she called the Walmart in Mansfield, and noted that we are on the waiting list for donated school supplies.
5. Lambert Road Property – Mr. Brown provided a legal update of the Lambert Road property subdivision and sale. Mrs. Glory commented on the possibility of securing additional library services for our students.

D. EDUCATION

1. Approve 2015-16 Class Trips – A motion was made by Mrs. Wood-Rosso, seconded by Mr. Herrmann, and after a lengthy discussion, carried by roll call vote (4-yes; 1-no <Mrs. Glory>) to approve the attached list of class trips.

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2. NJQSAC Statement of Assurances– A motion was made by Mrs. Wood-Rosso, seconded by Mr. Herrmann, and carried unanimously to approve the New Jersey QSAC Statement of Assurance for 2015-16.

E. TRANSPORTATION

1. Approve Transportation Contract for Class Trips – A motion was made by Mrs. Wood-Rosso, seconded by Mr. Herrmann, and carried unanimously by roll call vote to accept the quote from Stocker Bus Company (only one received) for class trips transportation and to award a contract to Stocker Bus Company in the amount of \$17,630 for the class trips approved above for the 2015-16 School Year.

OLD BUSINESS - Mrs. Petty's mailed reminder to complete online BOE training by December 31st.

CORRESPONDENCE – None.

PUBLIC HEARING & PETITION – None.

LEGISLATIVE UPDATE – None.

ADJOURNMENT

A motion was made by Mrs. Wood-Rosso, seconded by Mr. Cook, and carried unanimously to adjourn the meeting at 10:02PM.

Respectfully submitted,

Molly Petty
School Business Administrator