

BLAIRSTOWN TOWNSHIP BOARD OF EDUCATION

Blairstown, New Jersey 07825

www.blairstownelem.net

September 18, 2014 Meeting Minutes

CALL TO ORDER The Blairstown Township Board of Education held this meeting in the School Library on Thursday, September 18, 2014.

Mrs. McLain, Board Vice-President, called the meeting to order at 7:06PM.

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

SUNSHINE LAW Mrs. McLain read the Notice of Meeting as follows:
Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by publishing in the Express Times and by posting a copy of the meeting schedule on the front door of the school and at the Blairstown Municipal Building.

MISSION STATEMENT Mrs. McLain read aloud the District's mission statement.

ROLL CALL The following Board members were present:
Mrs. Glory, Mr. Karolchuk, Mrs. McLain, Mrs. Ruben, and Mrs. Wood-Rosso
Absent: Mr. Cino, Mrs. Hadden, and Mr. Henke
Tardy: Mr. Herrmann (arrived at 7:55PM)

Also Present: Mr. Saalfield, Superintendent; Mrs. Petty, SBA/Board Secretary; as well as ten members of the public. Attorney Andrew Brown was also in attendance.

APPROVE REGULAR MINUTES - A motion was made by Mrs. Glory, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the minutes as submitted for August 21 and September 9, 2014.

SWEARING IN – Mrs. Petty swore in Mrs. Leslie Ruben as a Board member, who was formally appointed at the August meeting.

NEW BUSINESS

1. **Superintendent's Update** – Mr. Saalfield noted that enrollment is 545. The new bleachers have been installed. A letter was received from the DOE noting that the District meets all special education requirements. There was an NJSDA press release for the \$51,000 ROD grant received for the door project. REAP grant will also be forthcoming. Waiver needed for the Resource Class, which is expanding in fourth grade. Mr. Saalfield discussed his Professional Development Plan. He noted that the State Police MOA needs approval.
2. **Principal's Report** - Mr. Saalfield reviewed highlights on Mr. Leal's behalf, including the Back-to-School nights, picnic for new students, meetings with substitutes and bus drivers, as well as a meeting with 5th and 6th grade students regarding expected behaviors.

Blairstown Township Board of Education

September 18, 2014 Meeting Minutes

Page 2

PUBLIC HEARING & PETITION – No comments or questions at this time.

APPROVE FINANCIAL REPORTS – A motion was made by Mrs. Wood-Rosso, seconded by Mr. Karolchyk, and carried unanimously by roll call vote to approve the July Transfers in the amount of \$14,775, and the Board Secretary's Reports, in agreement with the Treasurer's Reports, in the amount of \$1,323,805.21 for July 2014 in total Government Funds; and to certify that as of July 31, 2014, 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 Mrs. Ruben, and carried unanimously by roll call vote to approve payment of the September 18th General Fund Bills List in the amount of \$643,292.71.

MOTION ITEMS

A. PERSONNEL

1. Approve Maternity Leave Request – A motion was made by Mrs. Glory, seconded by Mrs. Ruben, and carried by roll call vote (Mr. Karolchyk abstained) to approve Mrs. Apostolou's maternity leave request.
2. Approve Substitutes – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Ruben, and carried unanimously by roll call vote to accept the Superintendent's recommendation to hire Lydia Temcenko, Michelle Gerhardt, and Leslie Fedarik as substitute teachers; and Christopher Leonardi and Richard Murray as substitute custodians for the 2014-15 School Year.
3. Accept Resignation – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Ruben, and carried unanimously to accept Elizabeth Henke's resignation, effective 9/19/14, and to accept Christopher Henke's resignation from the Board of Education, effective immediately.

B. EDUCATIONAL

1. Anti-Bullying – A motion was made by Mrs. Glory, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the School Self-Assessment as per the Anti-Bullying Bill of Rights Act.
2. Curriculum Approvals – A motion was made by Mrs. Glory, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the World Languages, Technology, and Social Studies curriculums.

Blairstown Township Board of Education

September 18, 2014 Meeting Minutes

Page 3

3. Envision Math Materials – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. Ruben, and carried unanimously to approve the purchase of Envision mathematics materials for special education students in 5th and 6th grades. (These materials were piloted last year in the 5th grade).
4. Approve Memorandum of Agreement – A motion was made by Mrs. Ruben, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the State Police Memorandum of Agreement.
5. District & Board Goals – The Board discussed possible District and Board Goals for the 2014-15 School Year and provided Mr. Saalfield with feedback. *Mr. Herrmann arrived at this point.

C. FACILITIES

1. Facilities' Use Requests – A motion was made by Mrs. Ruben, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the attached list of Facilities' Use requests.
2. Generator Project Update – Mrs. Petty informed the Board that she has a meeting with the engineers on Monday to discuss the bids and her concerns with the project design.
3. TCUs – Mrs. Petty noted that the TCU removal project is hold, as the contractor backed out.

D. FINANCE

A motion was made by Mrs. McLain, seconded by Mrs. Ruben, and carried unanimously by roll call vote to approve Finance items 1-5:

1. Approve Workshop & Mileage Reimbursement Requests - To approve the attached list of workshop and mileage reimbursement requests. (Add a workshop on 10/5 & 10/6 for K. Truelove @ \$240, plus mileage reimbursement of \$29.37; and a workshop on 10/12 for M. Andrews @ \$120, plus mileage reimbursement of \$56.67).
2. OT Contract – To approve a contract with Kathleen DiFebo for occupational therapy services for one student placed at the Knowlton Township School, at the hourly rate of \$78, for the 2014-15 School Year. (This is the same hourly rate as 2013-14).
3. OT Contract – To approve a contract with Therapeutic Outreach for Children, Inc. for occupational therapy services for the students at Blairstown Elementary School, in the annual amount of \$67,801.50, for three full days per week. (This is a reduction in time from 2013-14, which was four days per week).

Blairstown Township Board of Education

September 18, 2014 Meeting Minutes

Page 4

4. Tuition Contract – To approve a special education tuition contract for one student at the Stillwater Township Board of Education, in the Behavioral Disabilities class, in the amount of \$20,000 for the 2014-15 School Year.
5. Joint Transportation Contract - To approve a jointure transportation contract with the North Warren Regional BOE in the amount of \$3,595 for NWR to pay the cost of transportation for six North Warren students to Ridge & Valley Charter School for the 2014-15 School Year.
6. CST Services Contract – Mr. Saalfield explained that the Frelinghuysen Township BOE has opted to contract with another district for CST services, a loss of budgeted revenue in the amount of \$75,000.

E. POLICY

A motion was made by Mrs. McLain, seconded by Mrs. Wood-Rosso, and carried unanimously to approve the second reading and adoption of the following policies:

P&R 2412, P&R 2417, P&R 2481, P3283, P4283, P&R 5200, P&R 5610, P&R 5611, P&R 5612, P&R 5613, P5620, and P&R 8462

A motion was made by Mrs. McLain, seconded by Mr. Herrmann, and carried unanimously to approve the first reading of the full Policy Manual and required Regulations as recently reviewed and revised by Strauss Esmay Associates and reviewed again by the Policy Committee

OLD BUSINESS - None.

NEW BUSINESS – Mr. Saalfield will be forming an ad hoc committee to discuss upgrading the website.

CORRESPONDENCE – Mr. Saalfield received letters noting that the IDEA Final Report has been approved for 2013-14 and that the Door Project has received approval from the State's Facilities Department. Additionally, the school will receive a Child Assault Prevention (CAP) grant in 2014-15, as in years past.

PUBLIC HEARING & PETITION – None.

LEGISLATIVE UPDATE – J. Karolchik reported on recent governor vetoes. Mr. Herrmann expressed unhappiness with some of the changes forced upon school districts by the legislature.

EXECUTIVE SESSION – A motion was made by Mrs. Wood-Rosso, seconded by Mrs. McLain, and carried unanimously at 8:48PM to convene to Executive Session to review previous minutes as well as discuss matters of Negotiations, and discuss the 2014-15 Non-Instructional Staff salaries.

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

Blairstown Township Board of Education

September 18, 2014 Meeting Minutes

Page 5

A motion was made by Mrs. McLain, seconded by Mrs. Wood-Rosso, and carried unanimously by roll call vote to approve salary increases in the amount of 2.4% for all administrative (excluding the superintendent, who is at his salary cap), secretarial, paraprofessional, and custodial staff, retroactive to July 1, 2014, for the 2014-15 School Year.

ADJOURNMENT – A motion was made by Mrs. McLain, seconded by Mrs. Wood-Rosso, and carried unanimously to adjourn the meeting at 10:17PM.

Respectfully submitted,

Molly Petty
School Business Administrator