

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
FEBRUARY 8, 2012**

CALL TO ORDER

Ms. Reyes opened the February 8, 2012, Work Session Meeting of the Mansfield Township Board of Education at 7:35 p.m. with the following statement:

In accordance with the New Jersey Open Public Meetings Law, the time, date, and location of this meeting was sent to the Star-Gazette and Express-Times, January 31, 2012, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Ms. Karri Reyes
Mr. Jeff Stabile
Mr. Tim Barlow
Mr. John Bell
Dr. Clancy
Ms. Barbara Curto
Ms. Tracey Janowski
Mr. Jason Winch

Absent: Ms. Sharon McAlpin

Also present were: Mr. Kemp, Mr. Melitsky and Ms. Roszkowski.
Community: No community and/or staff members were present.

Communications

None

**SPECIAL PRESENTATION
– NJ QSAC DISTRICT PERFORMANCE REVIEW
–MR. EDWARD KEMP**

Mr. Kemp explained what Statements of Assurance meant and went over each of the areas. It was explained that from now on the Statements of Assurance will have to be filed with the County Office on a yearly basis. The District Performance Review document was explained. It was noted that the County will be here

on February 21, 2012, at which time we will be meeting on these two documents. At that time, the scores seen this evening may be adjusted depending on their findings.

There were no questions.

MOTION by Mr. Winch, second by Mr. Bell and carried by unanimous vote that the Board approve the NJ QSAC District Performance Review and Statements of Assurance as presented, and approve the submittal of same to the County Office of Education.

ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

1. One allegation of HIB was reported. The incident was not found to be HIB. **HIB**
2. Kindergarten Registration will be held on February 22 – 24, 2012 from 9 to 11 and 1:30 to 2:30 each day. **KINDERGARTEN REGISTRATION**
3. The County Office will be here on February 21, 2012, at 9 a.m. to conduct the QSAC. **QSAC**
4. It is estimated that the district will be receiving \$5,850 from Race to the Top 3. We hope to use these monies to defray costs associated with the purchase of the teacher evaluation system. **RACE TO THE TOP 3**
5. The Ed Foundation will have two summer offerings for students: **ED FOUNDATION SUMMER PROGRAMS**
 - A full day program (9-3) for Lego Star Wars and Motorized Machines and Robotics at a cost of \$180; and
 - A half-day (9-12) American Girl Program and a half-day (9-12) Dinosaurs Program, each at a cost of \$110.
6. The Science Fair will be held on March 8. **SCIENCE FAIR**

PUBLIC PARTICIPATION

None

CONSENT AGENDA

MOTION by Mr. Barlow, second by Mr. Bell and carried by majority vote [with Messrs. Barlow and Stabile abstaining] that the Board approve the minutes of the following meeting:

Minutes

- January 12, 2012, Work Session.

**APPROVAL AGENDA
PERSONNEL**

1. **MOTION by Mr. Stabile, second by Mr. Bell** and carried by unanimous vote that the Board approve a stipend for A. Pedersen, of \$100 for snow plowing on January 21, 2012, as recommended by the Superintendent. **A. Pederson
Snow
Removal
Stipend**

Note: Mr. Pedersen used his own truck and fuel during a recent snow storm. This is the going rate for a snowfall in the range of four to eight inches.

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

- 1 **MOTION by Ms. Curto, second by Mr. Bell** and carried by unanimous vote that the Board approve the Social Studies Curriculum and Visual and Performing Arts Curriculum. **Technology
Curriculum**

(Note: Please Refer to our website if you would like to review same.)

**APPROVAL AGENDA
FINANCE**

- 1 **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board approve the following bills lists: **Bills List**

- January 13, 2012, to January 31, 2012, bills list in the amount of \$632,127.56;
- February 1, 2012, to February 8, 2012, bills list in the amount of \$113,598.70.

2. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board approve transfers per the February 8, 2012, Report for the following: **Transfers**

- Fund 10: \$132,651.00,
- Fund 20: \$ 4,040.00

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| 3. | <i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve February 8, 2012, Workshop/Travel Requests. | Workshop/
Travel |
| 4. | <i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the Treasurer's and Secretary's monthly financial reports as of December 31, 2011, with a balance of \$1,581,168.41. | Secretary/
Treasurer's
Reports |
| 5. | <i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous roll call vote that the Board adopt the following resolution: | Certification |
| | Resolve that after review of the Secretary's Monthly Financial Report (appropriations section) and consultation of the appropriate district officials, this Board of Education certifies that no major account or fund has been over expended in violation of NJAC 6A:23-2.11(b) for the month ended December 31, 2011, with a balance of \$1,581,168.41. | |
| 6. | <i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the return of the unused portion of funds designated for the windows project in the amount of \$56,778.80 to the Capital Reserve Fund. | Capital Reserve
Funds |

Note: Phase II of the windows project cost came in much lower than originally anticipated. Now that the account associated with the project has been audited, we are required to deposit unused funds back to the Capital Reserve Fund.

DISCUSSION AGENDA

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| 1. | <i>MOTION by Mr. Bell, second by Mr. Barlow</i> and carried by unanimous vote that the Board approve participation in the Race To The Top 3 Grant. | Race To The
Top 3 |
| 2. | <i>MOTION by Mr. Winch, second by Mr. Bell</i> and carried by unanimous vote that the Board approve drawing up specifications and going out to bid for the wireless network. | Wireless
Network |
| 3. | <i>MOTION by Mr. Winch, second by Mr. Bell</i> and carried by unanimous vote that the Board approve a contract with Sharp School to provide integrated content management/hosted web solution services at a cost of \$725 per year. | Website |

4. After discussing the recently enacted School Election Law, the following resolution was adopted on *MOTION by Mr. Bell, second by Mr. Barlow* and carried by unanimous roll call vote: **School Election**

RESOLUTION

Establishing the Election of Members of the Mansfield Township
Board of Education
As the First Tuesday after the First Monday in November

- WHEREAS, P.L. 2011, c. 202 (Senate Bill 3148) authorizes a local board of education to change the election date of school board members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election); and
- WHEREAS, Such action requires the adoption of a resolution by a majority vote of a quorum of the local board of education; and
- WHEREAS, P.L. 2011, c. 202 (S-3148) requires that the change in election date remain in effect for four years; and
- WHEREAS, P.L. 2011, c. 202 (S-3148) eliminates the annual voter referendum on the proposed general fund tax levy (i.e., the base budget which is at or below the statutory tax levy cap) in school districts where board of education members are selected at the General Election; and
- WHEREAS, P.L. 2011, c. 202 (S-3148) requires that an additional general fund tax levy proposal (i.e., for an expenditure in excess of the tax levy cap) be presented to voters as a separate question at the General Election; and
- WHEREAS, The Mansfield Township Board of Education believes that the financial interest of its constituents is safeguarded by the state's tax levy cap and the thorough review of the proposed school budget by the Executive County Superintendent and the Executive County School Business Administrator; and

- WHEREAS, The Mansfield Township Board of Education believes that more citizens will participate in the selection of its members at the General Election than on the third Tuesday in April and that the higher level of participation will foster positive interest in our public schools; and
- WHEREAS, The Mansfield Township Board of Education is committed to the non-partisan status of school board membership and the non-partisan conduct of school elections, and believes this principle will not be compromised by conducting board member elections in November. Now therefore be it
- RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), the Mansfield Township Board of Education changes the annual election date for its members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election), beginning in 2012; and be it further
- RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), this change will remain in effect at least through November 2015;
- RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), the annual organization meeting of the Mansfield Township Board of Education will take place in the first week of January following the November General Election and that the board of education's next organization meeting will take place on January 2, 2013; and be it further
- RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), members of the Mansfield Township Board of Education whose terms would have expired by May 1, 2012 will continue to serve in office until the January 2013 organization meeting; and be it further
- RESOLVED, That this resolution be transmitted to Governor Christopher Christie, Lieutenant Governor/Secretary of State Kimberly M. Guadagno; Richard E. Constable, III, Acting Commissioner, Department of Community Affairs; Robert F. Giles, Director, Division of Elections,

Department of State; Patricia J. Kolb, Warren County Clerk; the Warren County Board of Elections; Christopher Cerf, Acting Commissioner of Education; the Division of Finance, New Jersey Department of Education; and Rosalie LaMonte, Executive County Superintendent for Warren County; and be it further

RESOLVED, That a copy of this resolution be provided to the New Jersey School Boards Association.

5. The Governor's Budget address is scheduled for February 21, 2012. Our state aid figures are usually posted within 2 days of the budget address; therefore, we will need to have a meeting the week of February 27.

Budget

It was decided to cancel the February 23, 2012, meeting and to reschedule that meeting on March 1, 2012, so that the budget can be finalized and to allow the Board to approve same for submittal to the County Office on March 5, 2012.

PUBLIC PARTICIPATION

None

EXECUTIVE SESSION

1. **MOTION** by Mr. Stabile, second by Ms. Janowski and carried by unanimous vote that the Board approve the following Resolution:

WHEREAS, the Board must consider matter(s) concerning personnel and legal matters, the disclosure of which could constitute an unwarranted invasion of privacy; and

WHEREAS, the deliberation of such considerations may be held in private under the provisions of the Open Public Meeting Act;

THEREFORE BE IT RESOLVED, that the Board adjourn to executive session to discuss the above-mentioned matter(s) to the exclusion of all others. No action will be taken. (8:21 p.m.)

2. **MOTION by Ms. Curto, second by Mr. Bell** and carried by unanimous vote that the Board return to regular session. (8:30 p.m.).

**Reconvene to
Public Session**

ADJOURNMENT

With no further business to discuss, the February 8, 2012, Work Session ended at 8:31 p.m. on **motion by Dr. Clancy, seconded by Ms. Curto** and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Jeff Stabile
Vice President