

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
MAY 24, 2012**

CALL TO ORDER

Ms. Reyes opened the May 24, 2012 Regular Meeting of the Mansfield Township Board of Education at 7:42 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, April 30, 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 Sienna-Reyes
Ms. Barbara Curto
Ms. Tracey Janowski
Ms. Sharon McAlpin
Mr. Jason Winch

Absent: Mr. Tim Barlow
Mr. John Bell
Dr. Clancy
Mr. Jeff Stabile

Also present were: Mr. Kemp, Mr. Melitsky and Ms. Roszkowski.
Community: Three community and/or staff members were present.

Communications

None

ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

1. The Language Arts Committee has just finished its second day of work on curriculum. Unit plans have been developed, WIKI has been created for idea sharing, scope and sequence has been developed. All should be ready to go in September.

CURRICULUM

Math transition is continuing with Kristin Baker and Kate Mattison leading the way. They went to a meeting at the County level and received documents which will assist us in seeing where there are gaps. The lists have been given to all teachers so that gaps could be avoided.

2. No alleged cases that needed investigation. **HIB**
3. The “Stronger Than A Bully” assembly was held today. Lauri Favreau made all the arrangements for this program. **ASSEMBLY**
4. We are continuing to work on refining quotes received from Carousel. Another vendor is coming in next week for a meeting. We want to get this right. We are doing a lot of research. As soon as we feel comfortable with our findings, we will present our findings and recommendation to the Board. **WIRELESS PROJECT**
5. Thane Young has started work to port over the website. We are looking for a July 1 rollout. **WEBSITE**
6. Kindergarten screenings and orientation are taking place this week. A middle school orientation will take place this week as well. Two teachers, a guidance counselor, middle school principal, and five students will be in attendance. **KINDERGARTEN AND MIDDLE SCHOOL ORIENTATION**
7. We will be coming to the Board to purchase laptops for testing, laptop carts, servers, headphones, classroom speakers for whiteboards, SuccessMaker® licenses, and two iPads® for the new evaluation system. **TECHNOLOGY**
8. The required PARCC Technology survey was completed and submitted. The first collection was done. This will take place two times a year. **PARCC SURVEY**
9. Congratulations to Mrs. Slate, Mrs. Havrisko for a wonderful spring concert, and to Mrs. Johnson for a wonderful art show. **CONGRATULATIONS**
10. As beautiful as all the artwork looked, we were cited for having over 10% combustible materials on the walls and ceilings. We did not receive a fine – just a citation. **CITATION**
11. Revisions to the Admissions Policy were sent home for review and adoption this evening. During the interim, a child was tested and scored extremely high. It would not be fair to deny this student admission. This would be the last child under the old policy to be admitted. **KINDERGARTEN ADMISSION**

PUBLIC PARTICIPATION

None

CONSENT AGENDA

MOTION by Mr. Winch, second by Ms. Janowski and carried by unanimous vote that the Board approve the minutes of the following meeting: **Minutes**

- May 10, 2012, Partial Re-Organization/Work Session Meeting with the following addition to Schedule A/Tenured Personnel: Jennifer Borrmann-Micucci; Michelle Zappulla; Kathleen Jacoby

Note: Teachers were inadvertently left off the list presented.

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

1. **MOTION by Ms. Curto, second by Ms. Janowski** and carried by unanimous vote that the Board approve revised Policy 5111, "**Admission.**" **Revised Policy**
2. **MOTION by Ms. Curto, second by Ms. Janowski** and carried by unanimous vote that the Board revoke Regulation 5111, "**Admission.**" **Revoke Regulation**
3. **MOTION by Ms. Curto, second by Ms. Janowski** and carried by unanimous vote that the Board approve the Guidance and Counseling program in accordance to Policy No. 6164.2. **Guidance & Counseling Program**

Note: QSAC requires that this program be approved annually.

**APPROVAL AGENDA
PERSONNEL**

1. **MOTION by Mr. Winch, second by Ms. Janowski** and carried by unanimous vote that the Board approve Elio Furlano as a substitute teacher (Criminal History check completed) as recommended by the Superintendent. **E. Furlano Sub Roster**
2. **MOTION by Mr. Winch, second by Ms. Janowski** and carried by unanimous vote that the Board approve Jennifer Teets as a **J. Teets Sub Roster**

substitute teacher (Criminal History check completed) as recommended by the Superintendent.

3. **MOTION by Mr. Winch, second by Ms. Janowski** and carried by unanimous vote that the Board approve Jennifer Santa as Teacher in Charge in the event all other administrators are out of the building, as recommended by the Superintendent.

**J. Santa
Teacher in
Charge**

4. **MOTION by Mr. Winch, second by Ms. Janowski** and carried by unanimous vote that the Board allow Student LID #847 to enter/attend Kindergarten per Policy 5111, revised October 26, 2006, as recommended by the Superintendent.

**Kindergarten
Admission**

Note: Child met requirements and registered prior to tonight's action to revise policy.

**APPROVAL AGENDA
FINANCE**

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

Bills List

- May 11, 2012, to May 24, 2012, in the amount of \$406,483.43.

2. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board approve the May 24, 2012, Transfer Report as follows:

Transfers

- Fund 10: \$ 1,150.00

3. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board approve the Treasurer's and Secretary's monthly financial report as of March 31, 2012, with a balance of \$1,464,778.17.

**Secretary/
Treasurer's**

4. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous roll call vote that the Board approve that the Board of Education 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 March 31, 2012, with a balance of \$1,464,778.17.

- 5. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board adopt the following resolution:

**Meeting
Obligations until
State Aid
Received**

Whereas, Mansfield Township School district will not receive aid in the amount of \$667,208.00 until July, 2012, which will impact the district financially;

Whereas, the District has been informed that it has an option to either borrow funds to meet its obligations or to use its own money from the Capital and Maintenance Accounts and/or the UCI Account;

Now therefore be it resolved that the Mansfield Township Board of Education allow the Business Administrator to use funds from the UCI, Student Activity, Cafeteria, Capital and Maintenance Accounts to meet its obligations;

Be it further resolved that any funds used to meet the District's obligations will be returned to those accounts when the Department of Education releases the two state aid payments in July.

- 6. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board adopt the following resolution:

**Horizon BC/BS
Prescription
Plan**

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Board of Education hereby resolves, effective July 1, 2012, to make the following change to its group prescription drug insurance carrier:

1. Terminate its group prescription drug insurance policy with Benecard Services, Inc., group number 263000
2. Select Horizon as its group prescription drug insurance carrier, at the rates, benefits, terms, and conditions represented in Brown & Brown's report of May 21, 2012.
3. Designate Brown & Brown Benefit Advisors, Inc., as the Board's broker-of-record for our new Horizon group prescription drug insurance program. Brown & Brown Benefit Advisors, Inc. is authorized to act on behalf of the Board in all matters related to these programs.

Brown & Brown Benefit Advisors, Inc.’s responsibilities will include, but are not limited to, negotiating annual renewal rates, marketing our group insurance programs, and aiding our staff in the resolution of billing, enrollment, and claim problems.

Brown & Brown Benefit Advisors, Inc. is authorized to receive commission payment from Horizon, percentages for which are included in Horizon’s proposed rates.

- 4. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

- 7. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board of Education approve a contract with EarthSpec LLC for continuation of service through the 2012/2013 school year, in the amount of \$11,448.

**EarthSpec LLC
Contract**

Note: There was no increase in price over the current year.

PUBLIC PARTICIPATION

None

DISCUSSION AGENDA

- 1. Mr. Kemp gave an update on the 1976 HV/AC unit servicing the Nurse’s Office, the Board Office, the Faculty room, and the old CST offices (now a BSI classroom). There are two options available. The “band-aid” fix will cost approximately \$5,000 and we hope that it will get us 2+ years – there would be no guarantee as to how long the other parts keep working and when they would need replacing. We asked our architect what it would cost to replace the entire unit. He estimates that the entire job will come in around \$100,000. This would mean replacing the old unit entirely, building up the structure as needed, a crane to place the new unit on the rooftop, controllers for the unit to tie into Randy’s existing program so that he would not have to manually open up the air ducts. We already set aside \$95,000 in the new budget for HV/AC work.

**HV/AC
Replacement**

Board members asked questions with regard to the proposed project.

MOTION by Ms. Curto, second by Ms. Janowski and carried by unanimous vote that the Board of Education approve to have Mr. Anthony Gianforaro, Architect, draw up plans and specifications for the HV/AC replacement.

ADJOURNMENT

With no further business to discuss, the May 24, 2012, Regular Meeting ended at 8:25 p.m. on ***motion by Ms. Curto, seconded by Ms. Janowski*** and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Karri Reyes
President