

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
DECEMBER 6, 2012**

CALL TO ORDER

Mrs. Reyes opened the December 6, 2012, Regular Meeting of the Mansfield Township Board of Education at 7:32 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, and November 27, 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
Mr. Tim Barlow (arrived 7:33 p.m.)
Mr. John Bell
Mr. John Falco (arrived 7:34 p.m.)
Ms. Tracey Janowski
Ms. Sharon McAlpin
Ms. Desiree Mora-Dillon
Mr. Jason Winch

Absent: Ms. Barbara Curto

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

Communications

Mr. John Bell submitted his resignation from the Board of Education effective December 31, 2012. **JOHN BELL
RESIGNATION**

ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

1. The Winter Concert will take place on Thursday, December 13, 2012, at 7 p.m. **WINTER CONCERT**
2. The current enrollment is 706. **ENROLLMENT**

- 3. The HV/AC project is complete. The work passed all inspections. We are waiting for the architect to sign off on the final bill. **HV/AC**
- 4. We found out that the line in front of the school is a transmittal line which we cannot tap into. The closest line is three miles away. The cost to tap into that gas line is estimated at \$1 million. **GAS LINE**
- 5. No reported incidents of HIB. **HIB**

PUBLIC PARTICIPATION

None

CONSENT AGENDA

MOTION by Mr. Falco, second by Mr. Bell and carried by majority vote [with Ms. Reyes abstaining] that the Board approve the minutes of the following meeting: **Minutes**

- November 15, 2012, Regular Meeting.

**APPROVAL AGENDA
PERSONNEL**

- 1. *MOTION by Mr. Barlow, second by Ms. Winch* and carried by unanimous vote that the Board accept John Bell’s resignation from the Mansfield Township Board of Education effective December 31, 2012. **John Bell
Resignation**

Mr. Kemp wished John the best of luck in his new endeavor on the Warren Hills Board.

**APPROVAL AGENDA
CURRICULUM/FACILITIES/POLICY**

- 1. *MOTION by Mr. Barlow, second by Mr. Winch* and carried by unanimous vote that the Board approve the Warren Hills Cluster Curriculum for 21st Century Life and Career Skills. **21st Century Life
and Career
Skills**
- 2. *MOTION by Mr. Barlow, second by Mr. Winch* and carried by unanimous vote that the Board approve the Marzano School Leadership Evaluation Model to be used for evaluating the **Marzano
Evaluation
Model**

principal as recommended by the DEAC (District Evaluation Advisory Committee).

**APPROVAL AGENDA
FINANCE**

- | | | |
|----|--|---|
| 1. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the following bills lists:</p> <ul style="list-style-type: none"> • November 16 to 30, 2012, in the amount of \$430,186.80; and • December 1, 2012, to December 6, 2012, bills list in the amount of \$44,570.44. | Bills List |
| 2. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve transfers as per the December 6, 2012, Report for the following:</p> <ul style="list-style-type: none"> • Fund 10: \$900.00 | Transfers |
| 3. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the December 6, 2012, Travel Requests.</p> | Travel |
| 4. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board accept IDEA funding in the following amounts:</p> <ul style="list-style-type: none"> • IDEA Basic \$178,116 • IDEA P/S 7,409 | Accept IDEA
Funding |
| 5. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the submission of the IDEA Basic and P/S Grant applications for the period September 1, 2012, through August 31, 2013.</p> | Submit IDEA
Basic & P/S
Grants |
| 6. | <p><i>MOTION by Ms. Janowski, second by Mr. Bell</i> and carried by unanimous vote that the Board accept the following gifts from the PTA (purchased from Keyboard Consultants):</p> | PTA Donation |

• 1 SMART Board 880 (77" Diagonal)	\$ 1,665.00
• 1 Mitsubishi LCD Projection System	1089.00
• 1 Mitsubishi Projector Power Cord	13.00
• 1 VGA Cable	31.00
• 32 SMART Projection Audio Systems	7,936.00
• 19, 50' RCA Cable	437.00
• 2, 75' RCA Cable	66.00
• 1, 25' RCA Cable	20.00
• 5, 12' RCA Cable	60.00
• 5, Cable	25.00
	25.00
TOTAL	\$ 11,342.00

7. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board accept the following gifts from the PTA (purchased from Xerox Audio Visual Solutions): **Gift from PTA**

• 1 SMART Board 87" Diagonal	\$ 0.00
• 1 SMART Symposium	0.00
• 1 SMART Wireless Slate	0.00
• 1 SMART 24 remotes response system	0.00
• 1 XAVS Demo Bundle	4,999.99
• 1 SMART Optional Side Speakers	299.00
• Shipping/Installation	850.00
	850.00
TOTAL	\$ 6,148.99

8. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board approve the purchase of 25 Dell OptiPlex 7010 Desktop computers under State Contract No. 70256, for a total of \$20,967.75. **Dell Computer Purchase**

Rationale: These computers are going to be used in the computer lab and the computers that are in the lab will be cycled out to the teachers.

9. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board accept the 2011/2012 Audit and Management Report with no recommendations and approve the Corrective Action Plan with the notation: "No Audit Recommendations." **Audit**

Audit Report Highlights:

- We had the Governor withhold 2 state aid payments - \$332,754
- We did not have to borrow money to make it through June because we had enough \$ in the reserve funds.
- Unused Maintenance Reserve dollars went back to the Maintenance Reserve as well as any other residual amounts.
- The Cafeteria and Before/After School Care Programs ran in the black.
- We were able to contribute to the Maintenance Reserve and Capital Reserve Funds.
- It is highly recommended that we maintain healthy balances in both the Capital Reserve and Maintenance Funds for several reasons – (1) to insure that we don't have to borrow funds in the future due to the Governor withholding State Aid payments and (2) to help defray costs to replace aging systems in the building such as the heating units.
- Our final mortgage payment will be on March 15, 2015.
- The auditor will be in to make a formal presentation on the audit at a future meeting.
- We have no audit recommendations.

Mr. Kemp commended Annette and Mary for doing such a fine job.

PUBLIC PARTICIPATION

None

DISCUSSION AGENDA

Best wishes and appreciation for service on the Board were extended to John Bell and Barbara Curto.

Best Wishes

ADJOURNMENT

With no further business to discuss, the December 6, 2012, Regular Meeting ended at 8:00 p.m. on *motion by Ms. Janowski, seconded by Mr. Winch* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Timothy Barlow
Vice President