

Mansfield Township Board of Education

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Extract from the Minutes of a meeting of the
BOARD OF EDUCATION OF THE
TOWNSHIP OF MANSFIELD, WARREN COUNTY, N.J.
as recorded in the

OFFICIAL MINUTE BOOK

The Board of Education of the Township of Mansfield in the County of Warren, N.J. convened a Meeting on May 25, 2017 at 7:34 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

Present:

Mr. Michael Combs
Ms. Karri Reyes
Mr. John Falco
Ms. Christene Bland (7:40)
Ms. Annamarie LaLevee
Mr. Jason Winch
Ms. Krysti Mastrolacasa

Absent

Mr. Momary

Also present: Messrs. Kemp, Melitsky and DeAngelo

Community: One Members of community and/or staff members were present. **Public Comment**

Mr asked about the starting date for the Superintendent contract.

Mr. DeAngelo passed on the communications.

Communications

Superintendent's Report
May 25, 2017

Admin.
Report

1. HIB Report

HIB Report

- a. 1 alleged case investigated (#9)

- b. It was not found to be HIB.
2. Enrollment 644; last year in May 679
3. We held kindergarten screening. We currently have 58 students registered. Last year on June 16th we had 72.
4. Lead Testing Update
- a. Randy replaced both faucets in sinks where levels were high.
- b. We resampled the water and are awaiting the results.
- c. Both sinks are still posted with signs to not drink the water.
- d. We have received no questions or comments regarding the lead letter that was sent home.
5. We continue to have some of the new univents emitting odor and/or producing white flakes. We are working with the company to get the coils replaced in an effort to correct the problems.
6. We are waiting on Tricon to fix remaining problems with the sidewalk, curbing, and pavement.
7. Oil Spill Update
- a. Samples came back. The highest concentration of oil is under the kitchen although there are unacceptable levels under the boiler room as well.
- b. PARS will return on June 3rd to bore some more holes to better assess the extent of the spill. They are bringing better equipment that should allow them to bore holes to a depth of 8 feet and to explore a wider area.
8. The state will be withholding two state aid payments again for June. We will have a resolution at the June meeting to use our reserve funds to cover the shortage to avoid having to borrow money and to pay interest.
9. Testing
- a. We are finished with PARCC. (10 parent refusals as opposed to 11 last year).
- b. NJ ASK Science for grade 4 on May 31st.
10. I attended the NJASA Leadership Conference last week. The
- Enrollment**
- Kindergarten Screening**
- Lead Testing**
- Univent Issues**
- Concrete Repairs**
- Oil Spill Update**
- PARS testings**
- State Withholding Funds**
- PARCC Testing**

conference featured three informative keynote speakers: Eric LeGrand the paralyzed Rutgers football player who spoke on faith, determination, and inspiration; Dr. Steve Constantino who spoke on family engagement; and Raymond McNulty who spoke on innovation in education. I also attended workshops on Google apps for educators and tenure laws and other legal issues. I represented Warren County at the Legislative Committee meeting and the Executive Committee meeting where we were able to dialogue directly with Acting Education Commissioner Kimberly Harrington.

**NJASA
Leadership
Conference**

11. Congratulations to Sandy Havrisko, Tanya Slate, and Ruth Byrne on a fantastic Spring Concert and Art Show last night.

Congratulations

12. Faculty In-service – May 30th

**Faculty In-
service**

a. The morning will feature a guest speaker, Dennis Budinich from the Culture and Development Department of Investors Bank. I saw Dennis's motivational presentation at School Boards Workshop back in October. He graciously agreed to provide his presentation on developing a positive work environment to our staff for free.

b. We will also be having cross grade level articulation as requested by our ELA committee, as well as developing class list for next year and pursuing other professional development activities.

13. Congratulations to Jim Momary who is at the Warren County School Board meeting at Hawk Pointe and being recognized for his 25 years of service as a school board member. Karri Reyes is also being recognized for 10 years as a school board member. We are grateful for the contributions that Jim and Karri have made to our school district!

**Congratulations
School Board
Members**

14. We will have Police day on June 1st.

**Police Day –
June 1, 2017**

**CONSENT
AGENDA**

1. **Motion by Mr. Coombs, second by Mr. Winch** and carried by unanimous vote to approve the minutes from the April 27, 2017 Regular Meeting and Public Hearing. The Board approved the motion 7-0, 1 absent.

**Minutes
4-27-17**

**APPROVAL
PERSONNEL
AGENDA
Superintende
nt Contract**

1. **MOTION by Mr. Winch, second by Mr. Coombs** and carried by unanimous vote to rescind the current contract for Superintendent, Edward Kemp Jr. effective July 1, 2017 and approve the (5) year contract for Superintendent, Edward Kemp, Jr. effective July 1, 2017.

**Substitute
Teacher**

2. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous **vote** to approve Rachel Ann Cope as a substitute teacher (Criminal History Check completed), as recommended by the Superintendent.

**Teacher in
Charge**

3. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous vote to approve Kristin Baker as Teacher in Charge for the 2016-17 and 2017-18 school year in the event all other administrators are out of the building, as recommended by the Superintendent.

**Teacher in
Charge**

4. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous vote to approve Gregory Wilson as Teacher in Charge for the 2016-17 and 2017-18 school year in the event all other administrators are out of the building, as recommended by the Superintendent.

**Step
Movement
Babcock**

5. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous vote to approve the change of step from M2 (\$57,459) to M15 (\$58,509) for Lauren Babcock recommended by the Superintendent.

**Leave of
Absence**

6. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous vote to approve the leave of absence for SMID#83552620 per Family Medical Leave Act. Leave to commence on or about July 31, 2017 and conclude on or about October 23, 2017.

**Summer
Nurse**

7. **MOTION by Mr. Winch, seconded by Mr. Coombs** and carried by unanimous vote to approve Linda Brigode-Katstra, RN, BSN for School Nurse for the summer, as recommended by the Superintendent.

Items 1 through 7 were voted together.

**Approval
Agenda
Curriculum/P
olicy/Facilities**

- | | |
|--|---|
| 1. MOTION by Mr. Falco, seconded by Mr. Winch and carried by unanimous vote to approve the date for Promotion - June 19, 2017, at 7 p.m. | Promotion
Date |
| 2. MOTION by Mr. Falco, seconded by Mr. Winch and carried by unanimous vote to approve the use Warren Hills Cluster Curricula for the 2017-18 School Year. World Language, 21st Century Life & Career Skills, and Visual and Performing Arts. | Warren Hill
Cluster
Curricula |
| 3. MOTION by Mr. Falco, seconded by Mr. Winch and carried by unanimous vote to approve the shared service agreement resolution with Washington Borough Board of Education for ESL teacher for 2017/18 school year. | Shared
Services
Washington
Borough |
| 4. MOTION by Mr. Falco, seconded by Mr. Winch and carried by unanimous vote to approve the Bilingual/ESL Three-Year Program Plan for the School Years 2017-2020 to be submitted to the NJ Department of Education. | ESL Plan |
| 5. MOTION by Mr. Falco, seconded by Mr. Winch and carried by unanimous vote to approve the special education tuition agreement between Mansfield Township BOE and Montgomery Academy for 2017-18 school year for student 36-8278-001. | Montgomery
Academy
2017-18 |

Items 1 through 5 were voted together.

**APPROVAL
AGENDA
FINANCE**

- | | |
|---|-----------------------------|
| 1. MOTION by Mr. Winch,, seconded by Mr. Coombs and carried by unanimous vote to approve the attached bill lists: | Payment of
Bills |
| <ul style="list-style-type: none"> • General Account: April 28, 2017, to April 30, 2017, in the amount of \$315,426.95; • Referendum Account: April 28, 2017, to April 30, 2017, in the amount of \$0; • General Account: May 1, 2017, to May 25, 2017, in the amount of \$609,052.07; • Referendum Account: May 1, 2017, to May 25, 2017, in the amount of \$1,026.00; • Cafeteria Account: April 28, 2017, to April 30, 2017, in the amount of \$0; • Cafeteria Account: May 1, 2017, to May 30, 2017, in the | |

amount of \$14,750.61.

2. **MOTION by Mr. Winch, seconded by Mr. Coombs and Budget**
carried by unanimous vote to approve the May 25, 2017, **Transfers**
Transfers Report as follows:

- Fund 10: \$212,855.91
- Fund 20: \$ 2,900.00
- Fund 30: \$ 0.00

3. **MOTION by Mr. Winch, seconded by Mr. Coombs and Workshops**
carried by unanimous vote to approve travel and workshop
requests per the May 25, 2017, Travel Requests Report, as
presented.

4. **MOTION by Mr. Winch, seconded by Mr. Coombs and Treasurer's**
carried by unanimous vote to approve the Treasurer's and **and**
Secretary's monthly financial reports as of March 31, 2017, **Secretary's**
with a balance of \$1,875,624.70. **Report**

Items 1 through 4 were voted together.

5. **MOTION by Mr. Winch, seconded by Mr. Coombs and**
carried by unanimous roll call vote to 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 6:23-2.11(c)3 for the
month of March 31, 2017, with a balance of \$1,875,624.70.

Item 5 was a Roll Call Vote.

6. **MOTION by Mr. Winch, seconded by Mr. Coombs and Transfer of**
carried by unanimous voteto authorize the Board **Funds**
Secretary/Business Administrator and the Superintendent to **between**
transfer funds between accounts, if necessary, with approval of **Accounts**
the Board of Education at the next scheduled meeting. Insurance
claim filed.

7. **MOTION by Mr. Winch, seconded by Mr. Coombs and Food Service**
carried by unanimous vote to approve the Food Service Contract **Contract**
and resolution with Maschio's commencing on September 1, **2017-18**
2017 and ending on June 30, 2018. Appendix 1.

8. **MOTION by Mr. Winch, seconded by Mr. Coombs and Food Service**
carried by unanimous vote to approve the breakfast and lunch **Pricing 2017-**
prices for the 2017/2018 school year as follows: **18**
- | Program | Full Price | Reduced Price |
|---------|------------|---------------|
| Lunch | \$2.85* | \$0.40 |

Breakfast	\$1.40	\$0.30
After School Snack	\$.60	\$0.15
Adult	\$4.00	N/A

*The federal government has required us to raise the lunch price by ten cents this year.

- 9. **MOTION by Mr. Winch, seconded by Mr. Coombs and Phoenix**
 carried by unanimous vote to approve the annual agreement **Advisory**
 from Phoenix Advisory for the 2017-18 school year.

- 10. **MOTION by Mr. Winch, seconded by Mr. Coombs and Travel**
 carried by unanimous vote to approve the workshops through **Workshops**
 May 25, 2017 as presented.

- 11. **MOTION by Mr. Winch, seconded by Mr. Coombs and Phone System**
 carried by unanimous vote to approve the proposals of district **and LENS**
 ShoreTel telephone system \$67,578.05 (NASPO Contract # **contract**
 88132) and LENS emergency notification system \$75,016.00
 (PEPPM) from Eastern Datacom in the amount of \$142,594.05.
 Paid for from Capital Projects Account.

Items 6 through 11 were voted together.

Mr. Kemp mentioned that Paul DeAngelo will not be in attendance at the next BOE meeting on June 8, 2017. He will be attending a Business Administrator's conference for NJASBO.

Discussion

No Public Comment.

**Public
Comment**

With no further business to discuss, the May 25, 2017, Regular meeting ended at 8:08 p.m. on a motion by Mr. Winch, seconded by Mr. Coombs and carried by unanimous vote.

Adjournment

Paul DeAngelo
SBA/Board Secretary

Jim Momary
Vice President

6/8/17

