

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 June 22, 2017 at 7:36 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

Present:	Absent
Mr. Jim Momary	
Ms. Karri Reyes	Mr. Combs
Mr. John Falco	
Ms. Annamarie Lalevee	Ms. Bland
Mr. Jason Winch	Ms. Mastrolacasa

Also present: Messrs. Kemp, Melitsky, DeAngelo were present.

Community: One member of community was present.

Public Comment

Superintendent's Report
June 22, 2017

Admin.
Report

1. HIB Report
a. There were no allegations of HIB reported and investigated. **HIB Report**
b. HIB Bi-annual Report for January 1, 2017 – June 30, 2017 (Since November 2016) See report attached.
2. Referendum Update **Referendum Update**
Parking lot: Tricon was out last Friday with their engineer. They plan to address the pavement fixes and hydro seed the front area first. Then they will address the concrete replacement areas after summer programs conclude.

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| 3. Lead Testing: All water tests are good. We will be submitting the bill to the state. | Lead Testing |
| 4. Oil Remediation will begin on July 5 th with the company bringing in the necessary equipment. Initial plans call for saw cutting and removing the lower part of the ramp leading to the kitchen, about a 12 x 12 section in the kitchen, and about a 6 x 6 section in the boiler room. We are hoping not to have to remove the walk in freezer. | Oil Remediation Update |
| 5. John and I will again participate in the NJ Leadership Academy program that is proposed by our professional organizations and endorsed by the NJ DOE. We are looking to join a cohort with other administrators from the Warren Hills Cluster. | NJ Leadership |
| 6. The District Professional Development Plan is also on the agenda. This lays out the school goals for the 2017-2018 school year. | Professional Development |
| 7. Promotion and End of Year Activities
a. Outstanding promotion - Thanks to all of the sixth grade teachers for their excellent work in putting together the promotion ceremony.
b. Ed. Foundation gave 20 \$100.00 gifts to homeroom teachers in grades 2-5. This was on top of the mini-grants given out during the year.
c. Tear-filled Clap-out | Promotion and Thanks to sixth grade teachers Ed. Foundation Clap-out |
| 8. Summer Recreation and the extended school year programs start on Monday. We will also be offering Camp Kindergarten and Enrichment. | Summer Recreation |
| 9. On June 13 th we held our 2 nd bus evacuation drill of the year. | Bus evacuation drill |
| 10. Land Deal with the town. I checked with Mary. We need to get state approval for the sale. Our architect can assist us with that. We then need to find out where the status of the agreement is by contacting the attorney. I will begin working on this over the summer. | Land Deal |
| 11. There are some phone system changes. The initial quote neglected to include wall plates. We anticipate some additional changes. Work is set to begin in mid-July and will be completed by August. | Phone System Update |

Date: June 22, 2017 (Since November 17, 2016)

HIB Annual Report

Bi-Annual HIB Report
Reporting Period: January 1, 2017 – June 30, 2017

1. Number of investigated reports: 7
2. Number of reports found to be HIB: 0
3. Number of HIB based on protected categories: 0
4. Names of investigators: John Melitsky and Lauri Favreau
5. Type and nature of any discipline imposed on students engaging in HIB: NA
6. Any other measures imposed (training conducted or programs implemented) to reduce HIB: School counseling, classroom lessons, parent meetings, Bucket Filling Program

The board adjourned to executive session on a Motion by Mr. Momary and seconded by Mr. Winch. Executive session lasted from 7:42 PM. **EXECUTIVE SESSION**

1. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the minutes of the following meeting: **Minutes**

- June 8, 2017, Regular Meeting;

**APPROVAL
AGENDA
CURRICULUM
FACILITIES
POLICIES**

1. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the District/School Professional Development Plan. **Professional Development**
2. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the Mentoring Plan. **Mentoring Plan**
3. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the Following School Board Policy for 1st Reading: **Policy Updates
1st Reading**
 - 5118.2 Foster Care
 - 5141.22 Medical Marijuana

- | | | |
|--|--|-----------------------------|
| 4. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve the Mansfield Elementary School Board Policy Book as updated by NJASBO. | Policy
Book Updates |
| APPROVAL
PERSONNEL
AGENDA | | |
| 1. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve the hiring of Jennifer Teets for the 2017-18 school year at a salary of \$26,000.00. This is a ten-month position. | Jennifer Teets |
| 2. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve a Summer Enrichment program to run from July 5 to July 28, 2017, sponsored by Mrs. Baggerly, Mrs. Baker, and Mrs. Iaione with compensation set at \$35/hour, as recommended by the Superintendent. | Summer
Enrichment |
| 3. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve merit payments to Mr. Kemp per contract (2016-17).
This item was voted on and approved separately. | Merit Payment |
| 4. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve Matt Magnuson was approved for 3 additional days @ \$105 for special ed. extended school year for a total of 19 days. | Matt Magnuson |
| 5. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve Matt Magnuson for summertime evaluations for 3 additional days for a total of 13 days. | Matt Magnuson |
| 6.. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve the following volunteers as approved by the Superintendent. <ul style="list-style-type: none"> • Jason Teets • Julia Teets • Emma Mela • Logan Fass | Volunteers |
| 7. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to acknowledge that the following people had a portion of their 2016/2017 salary paid out of the Title I NCLB funds at the percentage listed for each, as recommended by the Superintendent: <ul style="list-style-type: none"> • Pam Booser • Kathleen Mattison • Debra Salvo • Beth Scheiner • | Title
Allocations I |

Items 1, 2, 4 – 7 were approved on a consent agenda.

**APPROVAL
AGENDA
FINANCE**

1. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve the following bills lists:

Bill List

- General Fund: June 9, 2017, to June 22, 2017, in the amount of \$760,758.01.
- Referendum Fund: June 9, 2017, to June 22, 2017, in the amount of \$0.00.
- Cafeteria Fund: June 9, 2017, to June 22, 2017, in the amount of \$23,519.55.

2. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve Funds Transfers as per the report dated June 22, 2017, in the following amounts:

Fund Transfers

- Fund 10: \$55,258.18
- Fund 30: \$ 0.00

3. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote carried by unanimous vote to approve Workshop/Travel per the June 22, 2017, Request.

**Travel/
Workshops**

4. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to resolve that the Board hereby gives notice that pursuant to PL 2015, Chapter 47 the Mansfield Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

Chapter 47

Approved Contract Listing - July 2016 through June 2017

AME, Inc.
AmeriHealth
Applied Behavioral Consulting
BKC f/d/b/a William Colantano, CPA
B&G Restoration, Inc.
Belvidere Board of Education
BeneRx
Breaker Group
Brown & Brown Advisors

Bucks County Intermediate Unit #22
CDK
C. Dougherty & Company, Inc.
Celebrate the Children
Children's Therapy Services, Inc.
Coopersmith Bros., Inc.
CRP/TM Integrated
Delta Dental
Developmental Center for Children and Families, LLC
Division of Children and Families
Dr. Goodwin
Duff & Phelps
Logic 54 (previous EarthSpec LLC)
Eastern Datacom
eRate Exchange
Fairfield
First Student
Franklin Township Board of Education
Gianforaro Architects, Engineers & Planners
GST Transportation Corporation
Groseclose
Hackettstown Board of Education
HI-STEP
Hobbie Heat
Iron Mountain Mechanical, LLC
Maschio's Food Services, Inc.
Middlesex Regional ESC
Montgomery Academy
NJ School Boards Association for Negotiations Contract
Northeast Roof Maintenance, Inc.
Open Systems Integrators
Oxford BOE
Paramus Board of Education
PARS Environmental
Phillipsburg School District
Phoenix Advisors, LLC
Planconnect
Pohatcong Township Board of Education
Power With Prestige
Republic Service
RK Occupational & Environmental Analysis, Inc.
Schwartz Simon & Edelstein
Simon, Edelstein, Celso & Kessler
Snyder Bus Company
Smitty's Door
St. Lukes/Kaleidoscope Medical Associates, PA
State of NJ Commission for the Blind & Visually Impaired
Stepping Stone
Sussex County Regional Transportation Co-op
The Arc of Essex County

T.L. Groseclose
 TriCon
 Warren County ESC
 Warren Hills Regional HS
 Warren/Hunterdon ESC
 Washington Borough Board of Education
 WeatherWorks

NOTE: We are now required (by June 30 of each year) to LIST All Contracts that the Board has awarded (or believe will be awarded) and included in the official board minutes during the past 12 months, ending June 30. This would include contract awards pursuant to New Jersey's procurement laws; i.e. bids for goods and services, transportation, as well as awards pursuant to board resolution for professional and extraordinary services.

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|---|--|
| <p>5. Motion by Mr. Winch, second by Mr. Momary and carried by unanimous vote to approve the submission of the following grants for approval:</p> <ul style="list-style-type: none"> • NCLB (No Child Left Behind) Allocations to be released- 6/30/17. <ul style="list-style-type: none"> - Title I - Title II - Title III (This represents Mansfield's portion of Grant. Warren Hills, Great Meadows, and Washington Borough are joining the consortium adding another. | <p>Title I
Submission</p> |
| <p>6. Motion by Mr. Winch, second by Mr. Momary and carried by unanimous vote to approve the participation in a Title III consortium consisting of Washington Borough (\$), Great Meadows Regional (\$), and Warren Hills Regional H.S. (\$), with Mansfield Township (\$) acting as the lead LEA (Local Education Association).</p> | <p>Title III Shared
Service</p> |
| <p>7. Motion by Mr. Winch, second by Mr. Momary and carried by unanimous vote to approve the transfer of any interest earned by the Fund 30 Capital Project Account and Maintenance Account to be deposited directly into Fund 10 beginning July 1, 2017.</p> | <p>Interest
Transfer
Capital</p> |
| <p>8. Motion by Mr. Winch, second by Mr. Momary and carried by unanimous vote to approve the payment of bills to close out the 2016/2017 fiscal year and the transfer of funds as needed for the 2016/2017 school year.</p> | <p>Payment
of Bills
2016-17
Close out</p> |
| <p>9. Motion by Mr. Winch, second by Mr. Momary and carried by unanimous vote to approve the return of the unused portion of the \$222,017 Capital Withdrawal from the 2016/2017 school year.</p> | <p>Return
of
unused Capital</p> |

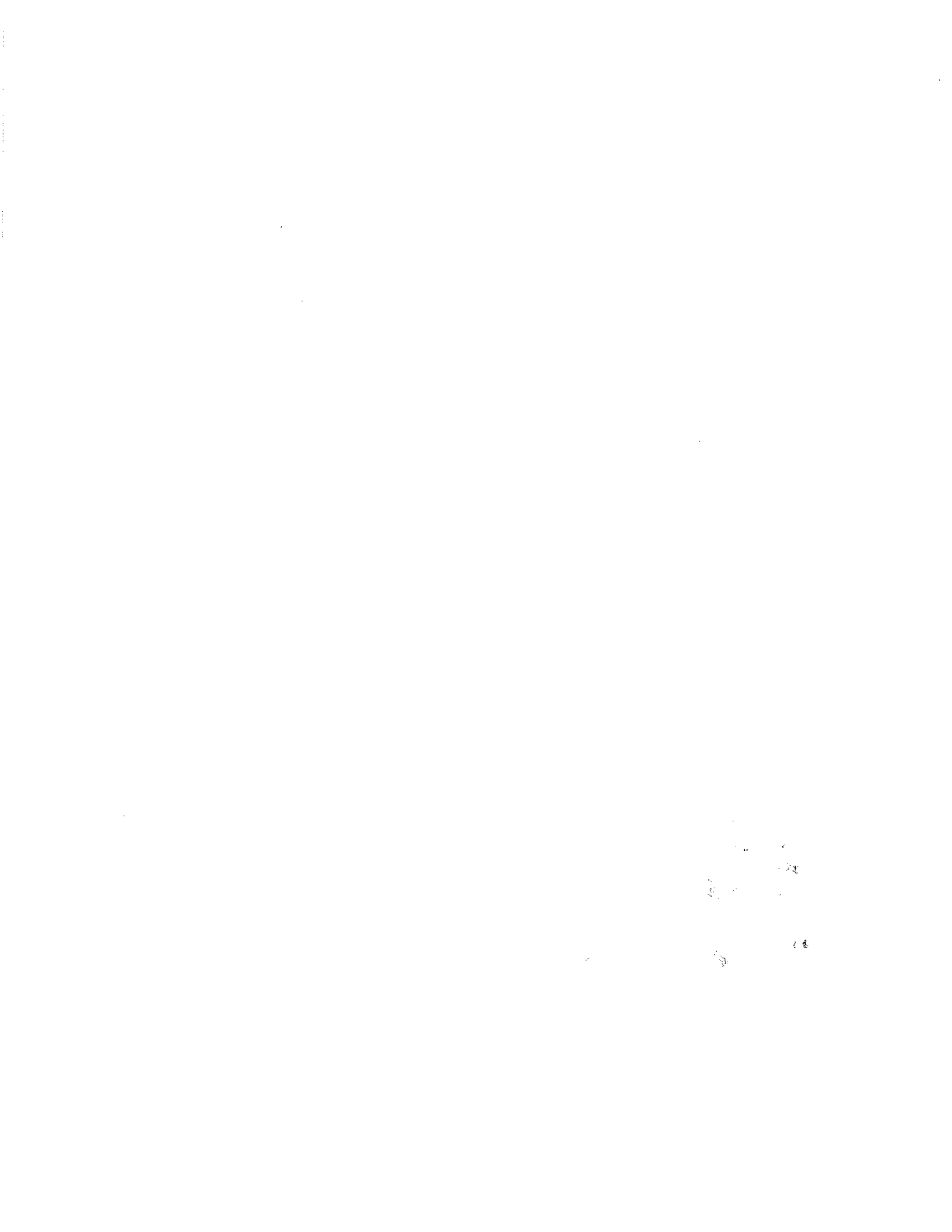
10. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve Student ID# 4680386059 to attend ESY program at Montgomery Academy School at a daily rate of \$327.00 per day. Program runs from July 3rd to July 31st, 5 days a week for a total of 20 days. Total cost \$6,540.00. **Montgomery Academy**
11. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve a contract with Duff & Phelps to update the fixed asset accounting records at a cost of \$3,800. **Duff & Phelps**
12. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve a contract with WeatherWorks to provide Storm Alert Services, effective July 1, 2017, to June 30, 2018, at a cost of \$1,790. **Weather Works**
13. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve a Shared Services Agreement with Franklin Twp. BOE, Oxford Central BOE, Washington Borough BOE, Washington Twp. BOE, Warren County Special Services School District, and Warren Hills BOE to share the cost of Storm Alert Services provided by WeatherWorks, effective July 1, 2017, to June 30, 2018, with each contributing \$255.71 toward the \$1,790 per year cost. **Weather Works Shared Services**
14. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve 2017-18 Student Transportation Contract Renewals: **Student Transportation**

First Student	BID #		\$ 133,673.79
L-1	71703		\$ 47,178.00
L-2	12/1/2011		\$ 42,258.29
L-3	7/1/2013-1		\$ 44,236.90
Total			\$ 133,673.19

Snyder Bus Company			\$ 280,410.90
S-1	071703		\$ 24,661.80
S2	2005-2006-1		\$ 57,130.20
S3	09/10		\$ 198,618.90
			\$ 280,410.90

Warren Hills (Joint Transportation)			\$ 182,879.68
WH	2017/18		\$ 182,879.68

15. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous



vote to approve the shared service resolution between Oxford BOE and Mansfield BOE for 2016-17 curriculum writer agreement. Total amount \$4,200.00.

Oxford Shared Service

16. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote to approve the submission of the IDEA-B Grant Application for fiscal year 2017-2018 to the NJ Department of Education.

IDEA-B

17. *Motion by Mr. Winch, second by Mr. Momary* and carried by unanimous vote Authorize the Board Secretary/Business Administrator and the Superintendent to transfer funds between accounts, if necessary, with approval of the Board of Education at the next scheduled meeting. Insurance claim filed.

Fund Transfer

Item 1 through 17 were voted on a consent agenda.

No Public Comment

PUBLIC DISCUSSION

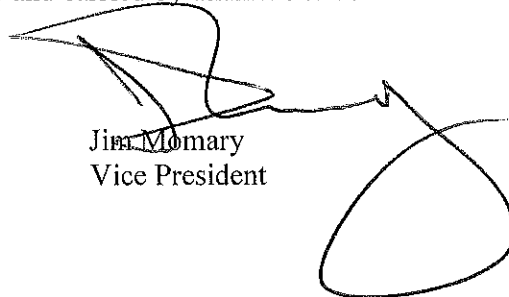
Mr. Momary provided the following detailed report from the County.

DISCUSSION

With no further business to discuss, the June 22, 2017, Regular meeting ended at 8:21 P.M. on a motion by Mr. Winch, seconded by Mr. Falco and carried by unanimous vote.

ADJOURNMENT


Paul DeAngelo
SBA/Board Secretary


Jim Momary
Vice President

