

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 October 12, 2017 at 7:31 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 (arrived at 7:44 p.m.)
Ms. Annamarie Lalevee
Mr. Jason Winch
Ms. Christene Bland
Ms. Krysti Mastrolacasa

Absent

Mr. Jim Momary

Also present: Messrs. Kemp, DeAngelo, and Mrs. Baker were present.

Community: Many members of MEA were present.

Public Comment

Executive Session held from 8:27 p.m. to 8:41 p.m. regarding personnel.

**Superintendent's Report
October 12, 2017**

**Admin.
Report**

1. HIB Report
 - a. 2 allegations investigated
 - b. None found to be HIB
2. October is jam packed with State of NJ mandated weeks of activities coordinated by Mrs. Favreau.

HIB

**State
Mandated
Activities**

- a. We celebrated Respect Week with daily announcements.
 - b. October 16 – 20: School Violence Awareness Week
 - c. October 23 – 27: Red Ribbon Week
3. Many beginning of the year activities
- a. I attended the Hunterdon Warren Superintendents’ Workshop – which focused on Legal and Educational Issues.
 - b. I attended the first session of the Leadership Academy – Topic was on Building Professional Community.
 - c. We held our first Coffee with Administration on Oct. 3 – Focus on the Title I Program. Attendance: 11 parents
 - d. Oct. 9 Staff In-service – Reviewed PARCC strengths and weaknesses, curriculum, and conducted cross grade articulation.
 - e. Oct. 3 - Flu shots were available for staff
 - f. Oct. 18, 19, 20 - Parent Teacher Conferences
 - g. Oct. 23-26 School Board’s Workshop
 - h. Oct. 26 – Hidden in Plain Sight
 - i. Oct. 27 - PTA Trunk or Treat
 - j. Oct. 31 - Halloween Parade – 1:45 PM
4. Nov. 7 - Board Elections
5. Current Enrollment – 629; last year 642
6. Referendum Updates
- a. They have started repairing areas of sidewalk and curbing that were crumbling.
 - b. The grass has been replanted.
7. Warren Hills High School peer leaders will be coming once a month starting October 23rd to help students and teachers in the classroom. We will have approximately 16 students.
8. We resurfaced the blacktop area outside of the 5th grade classrooms and blacktopped the area leading from the sidewalk to the track.
9. We have been hearing that the water tastes different. We had our water softener

**Beginning of
Year Activities**

**Board
Elections
Enrollment**

**Referendum
Updates**

Peer Leaders

Blacktop

Water Taste

replaced which has changed the taste of the water. It is not a health issue.

New Softener

Consent Agenda

1. *Motion by Mr. Falco, second by Mr. Winch* and carried by 5-0-2 vote to approve the minutes of the following meeting: **Minutes**
 - September 21, 2017, Regular Board Meeting

**APPROVAL AGENDA
PERSONNEL**

1. *Motion by Mr. Coombs, second by Mr. Winch* and carried by unanimous vote to approve John Kerner as a substitute teacher (Criminal History check completed), as recommended by the Superintendent. **Substitute Teacher**
2. *Motion by Mr. Coombs, second by Mr. Winch* and carried by unanimous vote to approve the change of substitute daily rate to \$80.00 non-certified and \$90 certified. **Sub Daily Rates Change**
3. *Motion by Mr. Coombs, second by Mr. Winch* and carried by unanimous vote to approve the following IDEA Paraprofessional to have the following portion of her 2017/2018 salary paid out of the IDEA P/S funds, as recommended by the Superintendent: **IDEA Allocation**
 - Stacy Silpoch \$7,170
4. *Motion by Mr. Coombs, second by Mr. Winch* and carried by unanimous vote to approve the following personnel to have a portion of their 2017/2018 salary paid out of the Title I funds, as recommended by the Superintendent: **Title 1 Allocation**
 - Pamela Booser \$20,000
 - Kate Mattison \$13,333
 - Deb Salvo \$13,333
 - Beth Scheiner \$13,333
5. *Motion by Mr. Coombs, second by Mr. Winch* and carried by unanimous vote to approve the following teacher to have a portion of her 2017/2018 salary paid out of Title II (Classroom Size Reduction) funds as recommended by the Superintendent: **Title 11 Allocation**
 - Kate Mattison \$10,000

Items 1- 5 were moved on one motion.

6. *Motion by Ms. Mastrolacasa, seconded by Mr. Winch* and carried by a 6-0-1 vote to allow MEA Support enter into the teacher Union **Support Staff into MEA Union**

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

1. *Motion by Ms. Bland, second by Mr. Coombs* and carried by unanimous vote to approve the submission of the updated M-1 report projecting 2016/2017 maintenance requirements. **M1 Report**
2. *Motion by Ms. Bland, second by Mr. Coombs* and carried by unanimous vote to adopt the following resolution: **Resolution Maintenance Plan**
- Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and
- Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Mansfield Township School are consistent with these requirements, and
- Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,
- Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby approves the attached Comprehensive Maintenance Plan (CMP);
- Be It Further Resolved that the Mansfield Township Board of Education authorizes the School Business Administrator to submit the attached CMP for the Mansfield Township School in compliance with Department of Education requirements.
3. *Motion by Ms. Bland, second by Mr. Coombs* and carried by unanimous vote to approve the Integrated Pest Management Program for FY 2017/2018. **IPMP 2017/18**
4. *Motion by Ms. Bland, second by Mr. Coombs* and carried by unanimous vote to approve the School Nursing Plan as presented. **Nurse Plan**

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| 5. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve a Shared Services Agreement with Oxford School District for the services of a Curriculum Writer for the 2017-2018 school year at a cost of \$1,400. | Shared Service |
| 6. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to affirm/accept HIB findings as reported at the September 21, 2017 meeting. | HIB |
| 7. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the submittal of the QSAC Statement of Assurances (“SOA”) and District Performance Review (DPR) as presented and hereby attest to the accuracy of the SOA and DPR responses. | QSAC SOA |
| 8. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 2 nd Reading of Policy 3542.2, School Meal Program Arrears. | Policy 3542.2 |
| 9. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 2 nd Reading of Policy 4117.41, Rice Notice and Nonrenewal. | Policy 4117.41 |
| 10. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 2 nd Reading of Policy 3510, Operation and Maintenance of Plant. | Policy 3510 |
| 11. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 2 nd Reading of Policy 3516, Safety. | Policy 3516 |
| 12. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 1st Reading of Policy 3541.33, Transportation Safety. | Policy 3541.33 |
| 13. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the 1st Reading of Policy 6114 Emergency and Disaster Preparation. | Policy 6114 |
| 14. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approval of Regulation 5141.4R, Missing, Abused and Neglected Children. | Policy 5141.4R |
| 15. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the attached Food Service Breakfast and Lunch resolution pertaining to Fixed Costs. | Food Service Resolution |
| 16. | <i>Motion by Ms. Bland, second by Mr. Coombs</i> and carried by unanimous vote to approve the ELA, math, and social studies curriculum revisions. | Curriculum Adoptions
Math, ELA,
Social Study |

Items 1-16 were moved on one motion

**APPROVAL AGENDA
FINANCE**

1. *Motion by Mr. Winch, second by Mr. Coombs* and carried by unanimous vote to approve the following bills list/(s): **Bill Lists**
 - September 22-30, 2017, Operating Account: \$337,595.34;
 - September 22-30, 2017, Referendum Account: \$0.00;
 - September 22-30, 2017, Cafeteria Account: \$1,629.59;
 - October 1, 2017, to October 12, 2017, Operating Account \$238,957.70;
 - October 1, 2017, to October 12, 2017, Referendum Account \$0.00;
 - October 1, 2017, to October 12, 2017, Cafeteria Account \$0.00.

 2. *Motion by Mr. Winch, second by Mr. Coombs* and carried by unanimous vote to approve the October 12, 2017, Workshop/Travel Requests. **Workshop/
Travel**

 3. *Motion by Mr. Winch, second by Mr. Coombs* and carried by unanimous vote to approve the transfers on the Transfer Report, as follows: **Budget
Transfers**
 - Fund 10: \$ 9,760.30 (August 2017)
 - Fund 20: \$ 990.00 (August 2017)
 - Fund 30: \$29,874.00 (August 2017)

 4. *Motion by Mr. Winch, second by Mr. Coombs and carried by unanimous vote* to approve the Treasurer's and Secretary's monthly financial reports as of August 31, 2017, with a balance of \$2,116,463.93. **Treasurer's
and
Secretary's
Report**
- Items 1 through 4 were moved on one motion.**
5. *Motion by Mr. Winch, second by Mr. Coombs* and carried by 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 6A:23A-16.10(a) for August 31, 2017, with a balance of \$2,116,463.93. **Treasurer's
and
Secretary's
Report**

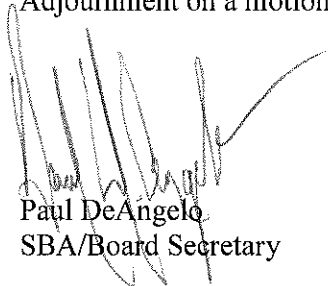
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| 6. | <i>Motion by Mr. Winch, second by Mr. Coombs</i> and carried by unanimous vote to approve a Contract with the State of New Jersey, Commission for the Blind and Visually Impaired, in the amount of \$1,900.00 for services rendered to Student ID# 8741717838, in the 2017-2018 Academic Year. | Commission for Blind |
| 7. | <i>Motion by Mr. Winch, second by Mr. Coombs</i> and carried by unanimous vote to approve Sussex County Regional Cooperative to provide transportation at a 4% administrative fee for Mansfield Township students for the 2017/2018 school year, with Hopatcong Schools being the lead education association. | Sussex Agreement |
| 8. | <i>Motion by Mr. Winch, second by Mr. Coombs</i> and carried by unanimous vote to approve a Contract with Windsor Learning Center in the amount of \$64,050 for services rendered to Student ID# 7916378905, in the 2017-18 Academic Year. | Windsor Learning Center Agreement |
| 9. | <i>Motion by Mr. Winch, second by Mr. Coombs</i> and carried by unanimous vote to approve a quote from Troxell for the balance of stage work in the amount of \$10,710.00 to be paid from referendum fund. | Blacktop |

Items 6 through 9 were moved on one motion.

Ms. O'Meara thanked the School Board for their support of the staff support into MEA.

Discussion: A questioned was raised concerning HIB.

Adjournment on a motion from Mr. Winch and seconded by Ms. Mastrolacasa.


Paul DeAngelo
SBA/Board Secretary


Jim Momary
Vice President

PUBLIC COMMENT
DISCUSSION
ADJOURNMENT

