

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
APRIL 10, 2014**

CALL TO ORDER

Ms. Reyes opened the April 10, 2014, Work Session Meeting of the Mansfield Township Board of Education at 7:38 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, January 7, 2014, 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. Michael Coombs
Mr. John Falco
Ms. Tracey Janowski
Mr. Jim Momary
Ms. Desiree Mora-Dillon

Absent: Mr. Tim Barlow
Ms. Sharon McAlpin
Mr. Jason Winch

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

CORRESPONDENCE

Mrs. Roszkowski read the following:

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| 1. Mrs. Brenda Sams retirement/resignation letter with retirement effective June 30, 2014. | B. Sams
Retirement |
| 2. A letter from NJ School Boards Association commending Mr. James Momary on his attainment of Master Board Member designation. | J. Momary
Master Board
Member |

ADMINISTRATIVE REPORT

Mr. Kemp reported on the following:

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| 1. There was one case of HIB reported, which was investigated and found not to be HIB. | HIB |
| 2. We met with an asbestos removal contractor. Asbestos removal is to take place from July 28 to August 13. There is a five-day period when no one will be allowed in the building. | Asbestos
Removal |
| 3. PARCC field testing for performance assessments have been completed. Two fifth grades were tested in Language Arts and two sixth grades were tested in math. We experienced freeze up issues and typing issues related to Internet Explorer. PARCC support was not very knowledgeable or supportive. | PARCC |
| PARCC Math for two classes is still to come at the end of the year. | |
| 4. Fifth and sixth grade Battle of the Books took first and fourth place. Congratulations to the teams and Mrs. Baggerly on a job well done. | Battle of the
Books |
| 5. Tricky Tray was held this past weekend. The PTA had another outstanding year. There is a lot of work that goes into running a successful Tricky Tray – our heartfelt thanks go out to the PTA committee for their sacrifice of time and self. | Tricky Tray |
| 6. Take Your Child to Work Day is April 24. | Take Your
Child To Work
Day |

CONSENT AGENDA

MOTION by Mr. Momary, second by Ms. Dillon and carried by majority vote [with Mr. Momary abstaining] that the Board approve the minutes of the following meeting:

Minutes

- March 13, 2014 Work Session

**APPROVAL AGENDA
PERSONNEL**

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|---|--------------------------------------|
| <p>1. MOTION by Mr. Coombs, second by Ms. Janowski and carried by unanimous vote that the Board accept Mrs. Brenda Sams resignation/retirement effective June 30, 2014, with regret.</p> | <p>B. Sams
Retirement</p> |
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**APPROVAL AGENDA
CURRICULUM/POLICY/FACILITIES**

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| <p>1. MOTION by Mr. Coombs, second by Ms. Janowski and carried by unanimous vote that the Board approve a contract with NJ School Boards Association for Policy Book Customization services at a start-up cost of \$6,500.</p> | <p>Policy Book
Customization
Services</p> |
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Note: First year discounted rate of \$2,000 for online policy services is being offered if BOE signs up within six (6) months after the Policy Book is completed.

**APPROVAL AGENDA
FINANCE**

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| <p>1. MOTION by Ms. Janowski, second by Ms. Dillon and carried by unanimous vote that the Board approve the following bills list:</p> <ul style="list-style-type: none"> • March 14, 2014, to March 31, 2014, in the amount of \$843,488.94; • April 1, 2014, to April 10, 2014, in the amount of \$68,119.50. | <p>Bills List</p> |
| <p>2. MOTION by Ms. Janowski, second by Ms. Dillon and carried by unanimous vote that the Board approve the April 10, 2014, Transfer Report as follows:</p> <ul style="list-style-type: none"> • Fund 10: \$ 17,133.00 • Fund 20: \$ 21,200.00 | <p>Transfers</p> |
| <p>3. MOTION by Ms. Janowski, second by Ms. Dillon and carried by unanimous vote that the Board rescind three McKinney-Vento contracts with Alpha Public Schools, approved at the November 14, 2013, meeting to receive the following students</p> | <p>Rescind Tuition
Contract</p> |

at tuition rates noted:

- PC: \$ 8,567.48
- ZC: \$10,082.98
- AC: \$ 9,869.65

Note: Responsibility for tuition has been shifted to the State.

4. **MOTION by Ms. Janowski, second by Ms. Dillon** and carried by unanimous vote that the Board approve a tuition contract with the Department of Children and Families, effective September 1, 2013, to June 30, 2014, as follows:

**Tuition
Contract with
State**

- Gr. 1: \$ 8,960.40*
- Gr. 2: \$10,485.00*
- Gr. 3: \$10,269.00*

With transportation being reimbursed at \$43.33 per child per day.

**figures taken from 2013/2014 Budget Tuition Calculation pages.*

5. **MOTION by Ms. Janowski, second by Ms. Dillon** and carried by unanimous vote that the Board approve a contract with Children’s Therapy Services, Inc., of Milford, NJ, to provide physical therapy services for students at a rate of \$89.75 per hour, effective July 1, 2014, through June 30, 2015.

**Children’s
Therapy
Services**

6. **MOTION by Ms. Janowski, second by Ms. Dillon** and carried by unanimous vote that the Board approve a contract with VS Land Data, Phillipsburg, NJ, to provide a partial topographic survey of the parking lot, at a cost of \$3,500.

VS Land Data

Note: This survey is necessary to help in the planning of the parking lot renovation which was approved by the referendum.

7. **MOTION by Ms. Janowski, second by Ms. Dillon** and carried by unanimous vote that the Board hereby authorizes the submission of the IDEA Final Report for Fiscal Year (FY) 2013, and accepts the grant modifications for these funds upon the subsequent approval of the FY 2014 IDEA amendment application by adding the following carryover amounts:

**IDEA Final
Report**

- IDEA Basic: \$105,519
- IDEA P/S: \$ 0

8. **MOTION by Ms. Janowski, second by Ms. Dillon** and carried by unanimous vote that the Board approve the April, 2014, requests for workshops. **Travel/Workshops**

PUBLIC PARTICIPATION

Ms. Carolyn McGarry inquired about the HIB Appeal process and after an explanation was given, requested one. Appeal is set to be heard on April 24, 2014, in Executive Session. **HIB Appeal Process**

DISCUSSION AGENDA

1. Mrs. Roszkowski reminded everyone that a Public Hearing on Budget will be held on April 24, 2014. **Public Hearing on Budget**
2. Mr. Falco remarked that no parent was given notice as to why or where to pick up their children due to road closing in Diamond Hill. **Parental Notice**
3. Mr. Momary gave out copies of the March, 2014, Warren County School Boards presentation on Teach NJ and how the new laws affect schools. **Teach NJ**

ADJOURNMENT

MOTION by Ms. Janowski, second by Ms. Dillon and carried by unanimous vote that the Board adjourn the meeting of April 10, 2014. 8:23 p.m.

Respectfully submitted,

Mary E. Roszkowski
School Business Administrator/Board Secretary

Tim Barlow
Vice President