

**Mansfield Township Board of Education
Work Session Meeting Minutes
May 8, 2014**

Call to Order

Ms. Reyes opened the May 8, 2014, Work Session Meeting of the Mansfield Township Board of Education at 7:35 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, and was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

Salute to the Flag

Roll Call

Present: Mr. Tim Barlow
Mr. Michael Coombs
Mr. John Falco
Ms. Tracey Janowski
Mr. Jim Momary
Ms. Sharon McAlpin
Ms. Desiree Mora-Dillon
Ms. Karri Reyes
Mr. Jason Winch

Absent:

Also present: Ms. Nathanya Simon, Mr. Kemp, Mr. Melitsky, and Mrs. Roszkowski
Community: Six community and/or staff members were also present.

Communications

None

Administrative Report

Mr. Kemp reported the following:

- 1. Four cases were investigated (Short synopsis can be found in Board Packet). None were found to be HIB. **HIB**
- 2. The State will be withholding two payments again for June. We will have a resolution at the next meeting to use our reserve **State Aid Payments**

funds to cover the shortage to avoid having to borrow money and to pay interest. You have been given a warning email that the state may be reducing our state aid from this year's budget in response to the state's fiscal crisis. We have no idea at this time how much money if any will be taken from us.

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| 3. | Bid packets went out for bathrooms, fire alarm system, maintenance shed, and exterior doors. | Referendum |
| 4. | Fifth and sixth grade testing has been completed. Make-ups are scheduled for next week. | Testing |
| | Third and fourth grade will be tested next week. | |
| 5. | Teacher Appreciation Week is this week. The PTA has provided little treats all week long as well as a luncheon on Wednesday. | Teacher
Appreciation
Week |
| 6. | The Spring Concert and Art Show will be held May 20. The Concert will start at 7 p.m. The Art Show for younger grades will be held prior to the concert – from 5 to 6 p.m. | Spring
Concert & Art
Show |
| 7. | Kindergarten Screening will take place on May 19 through May 21. | K-Screening |
| 8. | Kindergarten Orientation will take place on Thursday, May 22, 2014, at 9:30 a.m. | K –
Orientation |
| 9. | Outdoor Movie Night (sponsored by the PTA) will be held on Friday, May 16. | Outdoor
Movie Night |
| 10. | The next Cluster Board Meeting will take place on June 3, 2014, at 6 p.m., at Franklin School. | Cluster Board
Meeting |
| 11. | Last Friday evening, Mansfield school hosted the first Warren County Video Expo. Students from around Warren County submitted original videos to screen at this world premiere event, competing for honors based on technical skill, expression of theme, and creativity. | Video Expo |

Mansfield was represented by six different projects, including Mrs. Iaione's whole-class production, Random Acts of Kindness, and several projects from our Spike Productions club.

Titanic Goes Rogue, by Sean Cleary, Logan Fass, Bobby Delghiaccio, and Matt Murawski, came in second in the grades 5 and under age division.

Top honors went to Stink-o-pocalypse, by Gia Vitale, Julia Teets, Megan Sergeant, Emma Mele, and Ava Johnston. Their Oscar statuette will be added to the school trophy case.

Stink-o-pocalypse also won the People’s Choice Award, selected by the audience as their Top Banana favorite.

Thanks to Kristin Baker, Robin Iaione, and Ray Zuchowski who made this possible.

- 12. Mr. Melitsky explained the Blue Bird Houses program to all in attendance.
- 13. Surveys went out to the school community. Results will be used by the School Improvement Panel and the School Safety Team in planning for next year.

Blue Bird Houses

School Community Survey

Public Participation

Mr. Ghio handed out a packet to the Board with regard to his children’s current bus stop. He and Mr. Edwards shared their opinions as to why the stop being proposed by him is safer than the current stop and asked the Board to consider changing/adding a stop to the gate right in front of his house.

Bus Stop

Consent Agenda

- 1. **MOTION by Mr. Coombs, second by Mr. Winch** and carried by majority vote [with Mrs. Dillon abstaining] that the Board approve the minutes of the following meeting/(s):
 - April 24, 2014, Partial Re-Organization/Regular Meeting with the following correction to item number 4 under Partial Reorganization: “. . . Brown & Brown Benefits Advisors (formerly doing business as

Minutes

Grinspec, Inc. of New Providence, NJ).”

- April 24, 2014, Executive Session Minutes

**APPROVAL AGENDA
PERSONNEL**

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| 1. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve the 2014-2015 Tenured Staff as listed on Schedule A, effective September 1, 2014, to June 30, 2015, as recommended by the Superintendent. | Tenured Staff |
| 2. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve the 2014-2015 Support Staff/Administration as listed on Schedule B, as recommended by the Superintendent. | Support Staff |
| 3. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve a non-tenure teaching contract for Selena Agnor effective September 1, 2014, to June 30, 2015, Step B 3-4, at an annual salary of \$51,574, as recommended by the Superintendent. | S. Agnor Non-Tenure Contract |
| 4. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve a non-tenure teaching contract for Meredith Feci effective September 1, 2014, to June 30, 2015, Step B 3-4, at an annual salary of \$51,574, as recommended by the Superintendent. | M. Feci Non-Tenure Contract |
| 5. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve a non-tenure teaching contract for Richard VanDien effective September 1, 2014, to June 30, 2015, Step B 3-4, at an annual salary of \$51,574, as recommended by the Superintendent. | R. VanDien Non-Tenure Contract |
| 6. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve a non-tenure teaching contract for Kaitlin Kline effective September 1, 2014, to June 30, 2015, Step B 1-2, at an annual salary of \$51,474, as recommended by the Superintendent. | K. Kline Non-Tenure Contract |
| 7. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve a non-tenure contract for Matthew Magnuson to serve as Speech Therapist, effective September 1, 2014, to June 30, 2015, Step M 1-2, at an annual salary of \$53,999, as recommended by the Superintendent. | M. Magnuson Non-Tenure Contract |
| 8. | MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board approve Kristi N. Neff as a substitute | K. Neff Sub Roster |

teacher (Criminal History Check Completed), as recommended by the Superintendent.

- 9. **MOTION by Mr. Barlow, second by Mr. Winch** and carried by unanimous vote that the Board approve a \$2,000 longevity payment adjustment to Randy Wanous, as recommended by the Superintendent. **Longevity Adjustment**

**APPROVAL AGENDA
FINANCE**

- 1. **MOTION by Ms. Janowski, second by Mr. Barlow** and carried by unanimous vote that the Board approve the attached bill lists: **Bills List**

- April 25, 2014, to April 30, 2014, in the amount of \$302,356.59;
- May 1, 2014, to May 8, 2014, in the amount of \$140,686.98.

- 2. **MOTION by Ms. Janowski, second by Mr. Barlow** and carried by unanimous vote that the Board approve the May 8, 2014, Transfers Report as follows: **Transfers**

- Fund 10 \$7,025
- Fund 60 \$ 100

- 3. **MOTION by Ms. Janowski, second by Mr. Barlow** and carried by unanimous vote that the Board approve travel and workshop requests per the May 8, 2014, Travel Requests Report, as presented. **Work Shops**

- 4. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous roll call vote that the Board adopt the following resolution: **District Taxes**

Resolve that the amount of district taxes needed to meet the obligations of the Board of Education beginning July 1, 2014, through June 30, 2015, is \$4,927,038.00 for General Current Expense and \$343,200 for debt service to be received as follows:

- Current Expense: Twelve payments of \$410,586.50 on the fifteenth (15th) of every month for a total of \$4,927,038.00.
- Debt Service: Two payments of \$171,600.00 payable on August 15, 2014, and February 15, 2015, for a total of \$343,200.00.

- 5. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board authorize the Board Secretary/Business **Budget Implementation**

Administrator and the Superintendent to implement the 2014/2015 budget pursuant with local and State policies and regulations.

- 6. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board award a contract to RK Occupational & Environmental Analysis, Inc., Phillipsburg, NJ, for Professional Services in conjunction with Asbestos Abatement Specification and Project Management Services, in the amount of \$20,882.

**RK
Occupational/
Environmental**

Discussion Agenda

Promotion exercises will be held on June 19, 2014.

Promotion

Public Participation

None

Executive Session

- 1. **MOTION by Mr. Barlow, second by Ms. McAlpin** and carried by unanimous vote that the Board adopt the following Resolution:

WHEREAS, the Board must consider matter(s) concerning personnel, the disclosure of which could constitute an unwarranted invasion of privacy; and

WHEREAS, the deliberation of such considerations may be held in private under the provisions of the Open Public Meeting Act;

THEREFORE BE IT RESOLVED, that the Board adjourn to executive session to discuss the above-mentioned matter(s) to the exclusion of all others. It is anticipated that the session will last approximately 2 hours. Action will be taken as a result of the Executive Session.

(7:55 p.m.)

MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that the Board return to regular session. (9:56 p.m.)

**Reconvene to
Public Session**

MOTION by Mr. Barlow, second by Mr. Winch and carried by unanimous vote that after due consideration to all information presented at the Hearing held on May 8, 2014, the Board affirms the determination and corrective actions taken on HIB Incident No. 15.

**HIB
Determination**

Adjournment

MOTION by Ms. Janowski, second by Mr. Barlow and carried by unanimous vote that the Board adjourn the meeting of May 8, 2014. 9:59 p.m.

Respectfully submitted,

Mary E. Roszkowski
School Business Administrator/Board Secretary

Tim Barlow
Vice President