

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
FEBRUARY 10, 2011**

CALL TO ORDER

Mr. Bell opened the February 10, 2011 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, May 4, 2010, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present:	Mr. John Bell	Absent:	Ms. Barbara Curto
	Ms. Karri Sienna-Reyes		Ms. Tracey Janowski
	Mr. Tim Barlow		Mr. Richard Young
	Dr. Clancy		
	Mr. Jeff Stabile		
	Mr. Russell Uhrig		

Also present were: Mr. Kemp, and Ms. Roszkowski.

Community: Approximately sixteen community and/or staff members were present.

Communications

The following letter was read:

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| 1. Ms. Heather Townsend's request for an unpaid leave of absence from January 17, 2011, through January 31, 2011, to care for her twenty-month old daughter. | UNPAID LOA
H. TOWNSEND |
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ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

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| 1. We are meeting with companies to find ways to save money. Recently, we met with Pro-Tech – a company who performed a free energy audit. We will be meeting with another company offering LED technology. | ENERGY
AUDITS/POSSIBLE
SAVINGS |
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| 2. | We had some promising meetings with Comcast. | TELECOMMUNICA-
TIONS |
| 3. | We finally received a copy of the contract from the Township. It is currently in attorney review. | LAND |
| 4. | Thanks to Mary and Annette for a smooth transition to our new health insurance provider. | HEALTH
INSURANCE |
| 5. | Juan Torres, County Office of Education, will be spearheading hiring a joint, county-wide curriculum writer. | COUNTY WIDE
CURRICULUM
WRITER |
| 6. | To date, we used six snow days – four were built into the calendar. In the past, when the built-in snow days were used, we tapped into the in-service day/(s). Mr. Kemp’s recommendation is to tack the days onto the end of the school year and adjust the calendar to now include June 22 and June 23. | SNOW DAYS |

Discussion was had with various alternates presented, but no final decision was made.

PUBLIC PARTICIPATION

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| 1. | Mrs. Kolb, a teacher, voiced her opinion and personal preference as to how the make-up days should be structured. | Snow Days |
| 2. | Mrs. Taylor, a teacher, said that she spoke to the NJ Education Association about snow day makeup and was informed by the NJEA that it was an administrative decision. She also stated that no staff member came to her to give her an opinion on this decision. | Snow Days |
| 3. | Mrs. Raiello, school psychiatrist, felt that the days should be added on to the end of the school year - unless there was past precedence. | Snow Days |
| 4. | Mrs. Ford, teacher, thought the days should be added to the end of the school year. | Snow Days |
| 5. | Mr. Roy Smith, resident, thought that the decisions regarding snow days were called inappropriately. | Snow Days |

CONSENT AGENDA

<i>MOTION by Mr. Barlow, second by Ms. Clancy</i> and carried by unanimous vote that the Board approve the minutes of the	Minutes
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following meeting:

- January 13, 2011, Work Session Meeting;

APPROVAL AGENDA

PERSONNEL

1. **MOTION by Ms. Clancy, second by Mr. Barlow** and carried by unanimous vote that the Board approve Ms. Heather Townsend's request for an unpaid leave of absence from January 17, 2011, through January 31, 2011, to care for her twenty-month old daughter. **H. Townsend
Unpaid LOA**
2. **MOTION by Ms. Clancy, second by Mr. Barlow** and carried by unanimous vote that the Board approve a stipend for A. Pedersen, in the amount of \$300 for snow plowing on the following dates: January 12, 2011, January 21, 2011, and February 2, 2011, (\$100 each day) as recommended by the Superintendent. **Stipend
A. Pedersen**

Note: Mr. Pedersen used his own truck and fuel during recent snow storms. This is the going rate for a snowfall in the range of four to eight inches.

APPROVAL AGENDA

POLICY/CURRICULUM/FACILITIES

- 1 **MOTION by Ms. Clancy, second by Mr. Barlow** and carried by unanimous vote that the Board approve the following revised policy: **Policy**
 - Policy 3327, "**Relations With Vendors**"
2. **MOTION by Ms. Clancy, second by Mr. Barlow** and carried by majority vote [Messrs. Stabile and Uhrig voting "No"] that the Board table its decision on snow make up days. **Snow Days**

APPROVAL AGENDA

FINANCE

- 1 **MOTION by Ms. Reyes, second by Mr. Uhrig** and carried by unanimous vote that the Board approve the following bills lists: **Bills List**
 - January 14, 2011, to January 27, 2011, bills list in the amount of \$400,166.30;

- January 28, 2011, to January 31, 2011, bills list in the amount of 257,484.67;
 - February 1, 2011, to February 10, 2011, bills list in the amount of \$ 113,351.20.
2. **MOTION by Ms. Reyes, second by Mr. Uhrig** and carried by unanimous vote that the Board approve transfers per the February 10, 2011, Report for the following:
- Fund 10: \$309,269.00
 - Fund 30: \$ 288.00
3. **MOTION by Ms. Reyes, second by Mr. Barlow** and carried by unanimous vote that the Board approve the Treasurer's and Secretary's monthly financial reports as of December 31, 2010, with a balance of \$1,065,320.19.
4. **MOTION by Ms. Reyes, second by Ms. Clancy** and carried by unanimous roll call vote that the Board of Education adopt the following resolution:
- 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:23-2.11(b) for the month ended December 31, 2010, with a balance of \$1,065,320.19.
5. **MOTION by Ms. Reyes, second by Ms. Clancy** and carried by unanimous roll call vote that the Board of Education approve the disposal of the district's 1997 Public Announcement System, Inventory Tag # 00000381, which is broken beyond repair and has no fair market value.
6. **MOTION by Ms. Reyes, second by Ms. Clancy** and carried by unanimous roll call vote that the Board of Education acknowledges that the ARRA Audit Report and findings were discussed at the January 13, 2011, meeting and that the Board approves the Corrective Action Plan as presented.
7. **MOTION by Ms. Reyes, second by Ms. Clancy** and carried by unanimous vote that the Board approve March 17, 2011, 12 noon, as the date and time for the drawing of ballot positions for the April 27, 2011, election.

Transfers**Secretary/
Treasurer's****Certification****Disposal – PA
System****ARRA
CAP****Ballot Drawing**

8. ***MOTION by Ms. Reyes, second by Mr. Barlow*** and carried by **Transportation Contract** unanimous vote that the Board approve a quoted transportation contract with Snyder Bus Company, effective January 31, 2011, to March 4, 2011, at a per diem rate of \$65 with a \$1.70 increase/decrease per mile.

Note: Other quotes received:

- First Student, declined to quote.
- GST, no response to Request for Quote.

DISCUSSION AGENDA

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| 1. Mr. Bell handed out instructions to get on to the NJ School Boards website and log into the Board Self Evaluation page. He asked that this be completed by the next board meeting. | Board Self Evaluation |
| 2. Mr. Kemp asked the Board if they would find it helpful if he surveyed the staff with regard to how to structure snow day makeup days. The Board agreed to survey staff. | Snow Day Survey |

PUBLIC PARTICIPATION

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| 1. Mrs. McPhillips, teacher, asked if it would be all right to use a personal day if a staff member already had vacation plans on the days chosen to make up snow days. | Snow Days – Personal Day Use |
| 2. Mrs. Taylor agreed that the staff should be surveyed for preferred days to be used. | Survey |

ADJOURNMENT

With no further business to discuss, the February 10, 2011, Work Session ended at 8:26 p.m. on ***motion by Ms. Clancy, seconded by Ms. Reyes*** and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Karrie Reyes
Vice President