

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
SPECIAL MEETING MINUTES
MARCH 3, 2011**

CALL TO ORDER

Mr. Bell opened the March 3, 2011, Special 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, February 25, 2011, 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 Ms. Karri Sienna-Reyes Ms. Barbara Curto Dr. Clancy Mr. Jeff Stabile (arrived 7:37 p.m.) Mr. Russell Uhrig Mr. Richard Young	Absent: Ms. Tracey Janowski Mr. Tim Barlow
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Also present were: Mr. Kemp, and Ms. Roszkowski.

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

Communications

None

ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

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| 1. The Professional Learning Communities have been meeting and working on the Professional Development Plan. We are planning on having it ready by March 24. A parent Survey is being prepared and will be sent home the third marking period. | PROFESSIONAL
DEVELOPMENT
PLAN |
| 2. Sixty-three students are registered for Kindergarten. More will be registering as the year progresses. | KINDERGARTEN
REGISTRATION |

3. The Science Fair is going on right now. As a result of Mrs. **SCIENCE FAIR**
Mattison reaching out to companies to partner with our school,
Borealis and Flexco have signed on to work with our students.

PUBLIC PARTICIPATION

1. Mrs. Kolb, third grade teacher, and a resident of Easton, **Snow Days**
Pennsylvania, thanked the Board for considering staff suggestions
for the snow make up days.

Mr. Kemp stated that survey results were presented to the Board and that Option 3 was the most popular. Option 3 will take April 25, 2011, from spring break for one of the snow makeup days and a day will be added to the end of the school year.

CONSENT AGENDA

MOTION by Ms. Curto, second by Ms. Reyes and carried by **Minutes**
unanimous vote that the Board approve the minutes of the
following meeting:

- February 10, 2011, Work Session Meeting.

APPROVAL AGENDA FINANCE

- 1 **MOTION by Mr. Young, second by Ms. Reyes** and carried by **Bills List**
unanimous vote that the Board approve the following bills lists:

- February 11, 2011, to February 28, 2011, bills list in the amount of \$635,964.68;
- March 1, 2011, to March 3, 2011, bills list in the amount of \$419,547.143.

2. **MOTION by Mr. Young, second by Ms. Reyes** and carried by **Transfers**
unanimous vote that the Board approve transfers per the March 3,
2011, Report for the following:

- Fund 10: \$100.00

3. **MOTION by Mr. Young, second by Ms. Reyes** and carried by **Travel/
Workshop
Request**
unanimous vote that the Board approve the February 24, 2011,
Travel/Workshop Request.

4. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous roll call vote that the Board of Education approve FY 2011/2012 school district budget for submission to the County Office of Education and voters as follows:

**Budget
Submission
Approval**

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$8,336,049	\$4,867,038
Special Revenue Fund	263,489	
Debt Service Fund	<u>431,913</u>	344,783
Total Base Budget	\$9,031,451	

*Included in the budget is a \$90,000 Capital Reserve Withdrawal for the purpose of infrastructure, information system and lighting upgrades.

Mr. Kemp reported the following with regard to the budget:

- The Budget is status quo.
- No cuts anticipated due to a few reasons: Several special education students will be off our roles next year; The Board’s stewardship in deciding to use \$119,118 in jobs funds monies for the 2011/2012 budget cycle; Change in insurance carriers; re-negotiated transportation contracts with shared services as a component.
- We are anticipating a 40% increase in State Health Benefits in January of 2012 and have funded that anticipated increase.
- A \$90,000 withdrawal from capital reserve for the purpose of upgrading infrastructure, information system and install energy efficient lighting.
- The tax levy increase is at the allowable 2% cap set by the state.
- The budget is under adequacy by \$398,974, which means that a school our size (by state standards) should be spending that much more to run its operations.
- We could have asked for a waiver, thus raising the tax cap to 3%, but decided to bank approximately \$95,000 for next

year’s budget to use as a hedge against possible cuts due to eroding state aid.

- Reinstatement of security aid at a reduced level.
- Anticipated federal grants must be stated at 15% less than last year’s levels. We anticipate keeping all federal programs at approximately last year’s levels.
- We are happy to be in the position we are in right now – we were even able to budget for some supplies in this budget.
- All this may change, depending on the outcome of several lawsuits which will be heard in August of this year.

Mr. Kemp asked if the Board wanted to hear Mrs. Roszkowski’s presentation of the budget line by line. The Board declined.

5. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board of Education approve a two-year contract with Comcast to provide phone and internet services.

Comcast Contract

DISCUSSION AGENDA

1. After a discussion of possible budget public hearing dates, it was decided that the Board will combine their regularly scheduled meeting (scheduled on March 24, 2011) with the hearing on budget to commence at 7:30 p.m.
2. **MOTION by Ms. Clancy, second by Ms. Curto** and carried by unanimous vote that the Board of Education cancel the March 10, 2011, Work Session.
3. **MOTION by Ms. Curto, second by Ms. Reyes** and carried by unanimous vote that the Board of Education approve taking Monday, April 25, 2011, away from the spring break and making that day a full day; and that another day be added to the end of the school year with the last day of school now at June 22, 2011.
4. Mr. Kemp advised the Board that the elimination of a vote on a budget within or below cap has been discussed for several years now. Would the Board be interested in seeing the public vote go away?

Public Hearing on Budget

March 10, 2011 Meeting Cancelled

Snow Days - Adjustment to School Calendar

Elimination of Vote

A discussion was held and opinions were heard from the Board.

5. Ms. Clancy and Mr. Barlow spoke to one another about creating a policy on snow days and suggested that the Board may want to adopt language to would clearly outline how snow days would be made up.
6. Ms. Clancy asked whether there is any way that we can make the days off similar to Warren Hills.

**Snow Days
Policy****Aligning
Calendars**

Mr. Kemp remarked that the district follows the County calendar – Warren Hills does not – and that he would look into it.

PUBLIC PARTICIPATION

1. Mrs. Kolb stated that she understands that Mr. Kemp is not letting staff members go and that he was not going to reinstate the librarian. She felt that the librarian is necessary as she cannot find books in the library.

Budgeting

After some discussion regarding budgetary needs, it was noted by Mr. Kemp that we may have to add time to the Guidance Counselor's schedule due to the new bullying law. We are still waiting for guidance from the state.

Mr. Young inquired whether something could be done to train teachers how to find books in the library. Mr. Melitsky said that he could set something up to accommodate teachers who need instruction in this area.

ADJOURNMENT

With no further business to discuss, the March 3, 2011, Special Session ended at 8:09 p.m. on *motion by Ms. Curto, seconded by Ms. Clancy* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Karrie Reyes
Vice President