

**MANSFIELD TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
SEPTEMBER 22, 2011**

**CALL TO ORDER**

Mr. Uhrig opened the September 22, 2011 Regular 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, May 20, 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. Russell Uhrig  
Ms. Karri Sienna-Reyes  
Mr. John Bell  
Mr. Tim Barlow  
Dr. Clancy  
Mr. Jeff Stabile  
Mr. Jason Winch

Absent: Ms. Barbara Curto  
Ms. Tracey Janowski

Also present were: Mr. Kemp, Mr. Melitsky and Ms. Roszkowski.  
Community: Two community and/or staff members were present.

**Communications**

The following letter was read:

Ms. Fujak's letter requesting an extension of an unpaid leave of absence.

**ANNA FUJAK  
UNPAID LOA**

**ADMINISTRATIVE REPORT**

Mr. Kemp reported the following:

1. The lighting project is nearly completed. The 5<sup>th</sup>, 6<sup>th</sup>, library classroom area, 2<sup>nd</sup> and old classrooms near the new 4<sup>th</sup> grade wing are done. There were four bad fixtures so one room is still left. We are waiting for a rebate approval for outside lights. An application was re-filed because the lights being used were not on the eligible list, but are now on the list of approved lighting.
2. The screen, projector and speakers which were donated by the PTA are not installed.

**LIGHTING  
UPGRADE**

**STAGE UPDATE**

- |     |  |                              |
|-----|--|------------------------------|
| 3.  | Bandwidth monitoring is in place on existing switches. We are being provided with Wireshark and Abacus's proprietary monitoring package powered by Solar Winds for free currently. This would normally cost \$500 per month.   | <b>TECHNOLOGY<br/>UPDATE</b> |
|     | The fiber electrician has been scheduled to terminate four of our fiber lines.   |                              |
|     | Abacus will return to install new switches after fiber is terminated. The switches have been configured and ready to be put in place. New shelving is in place to accommodate the switches.  |                              |
| 4.  | The forms are still in draft form. No one has seen them yet. We were advised that the forms will be available sometime in October. There will be a one year look back instead of three year. There will now be an annual Statement of Assurance to complete that will encompass items no longer in QSAC and to become a part of our QSAC rating. | <b>QSAC</b>                  |
| 5.  | Individual results for NJ ASK have been sent to parents.   | <b>NJ ASK</b>                |
| 6.  | Title I services are now underway.   | <b>TITLE I SERVICES</b>      |
| 7.  | Training for SuccessMaker® will be on September 28.  | <b>SUCCESSMAKER®</b>         |
| 8.  | Picture Day is scheduled for October 4.  | <b>SCHOOL PICTURES</b>       |
| 9.  | There were seven allegations investigated. None of the incidents were found to be HIB and were handed under the Mansfield Code of Conduct. One suspension was issued.  | <b>HIB REPORT</b>            |
| 10. | The land development meeting was re-scheduled for October 17.  | <b>LAND<br/>DEVELOPMENT</b>  |

### **CONSENT AGENDA**

***MOTION by Mr. Barlow, second by Mr. Bell*** and carried by majority vote [with Mr. Barlow, Dr. Clancy and Mr. Stabile abstaining] that the Board approve the minutes of the following meeting:

**Minutes**

- August 25, 2011, Work Session
- August 25, 2011, Executive Session

**APPROVAL AGENDA  
PERSONNEL**

- |  |  |
|--|--|
| <p>1. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve the following personnel to share a position of “greeter” for the After Care School Program at a rate of \$10 per hour, effective September 6, 2011, and to coincide with the last day the</p> <p>After School Program finishes in June 2012, as recommended by the Superintendent:</p> <ul style="list-style-type: none"> <li>• Kathy Montgomery</li> <li>• Rita Riotto</li> </ul> | <p><b>Greeters</b></p>                               |
| <p>2. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve Pamela Schiesl’s request for a Child Rearing Leave to commence on November 30, 2011, through June 30, 2012, as recommended by the Superintendent.</p>  | <p><b>P. Schiesl<br/>Child Rearing<br/>Leave</b></p> |
| <p>3. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve the Business Administrator’s contract, effective July 1, 2011, to June 30, 2012, at a salary of \$93, 932, as recommended by the Superintendent.</p>   | <p><b>BA Contract</b></p>                            |
| <p>4. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve Thane Young as a substitute custodian, as recommended by the Superintendent.</p>   | <p><b>T. Young<br/>Sub Cus-<br/>todian</b></p>       |
| <p>5. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve Michelle Calvin as a substitute teacher (Criminal History check completed), as recommended by the Superintendent.</p>  | <p><b>M. Calvin<br/>Sub Roster</b></p>               |
| <p>6. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve Lois Ann Czermak as a substitute teacher (Criminal History check completed), as recommended by the Superintendent.</p>   | <p><b>L. Czermak<br/>Sub Roster</b></p>              |
| <p>7. <b><i>MOTION by Mr. Barlow, second by Mr. Bell</i></b> and carried by unanimous vote that the Board approve Lynette Welsh as a substitute teacher (Criminal History check completed), as recommended by the Superintendent.</p>  | <p><b>L. Welsh<br/>Sub Roster</b></p>                |

8. ***MOTION by Mr. Barlow, second by Mr. Bell*** and carried by unanimous vote that the Board approve Meredith Feci as a maternity leave replacement, effective August 31, 2011, to June 30, 2012, at a pro-rated salary of \$46,835 (BA-1), (criminal history check complete) as recommended by the Superintendent.

**M. Feci  
Maternity Leave  
Replacement**

Note: Meredith Feci was approved previously to November 30, 2011.

9. ***MOTION by Mr. Barlow, second by Mr. Bell*** and carried by unanimous vote that the Board approve the following personnel to be paid a portion of their 2011/2012 salary out of NCLB funds, as recommended by the Superintendent:

**NCLB Salaries**

- Pam Booser, Title I: \$19,500
- MaryAngela Mika, Title I: \$19,500
- Brenda Sams, Title I: \$19,500
- Kathleen Mattison, Title I: \$14,498
- Kathleen Mattison, Title IIA, CSR: \$21,000

10. ***MOTION by Mr. Barlow, second by Mr. Bell*** and carried by unanimous vote that the Board approve Anna Fujak's request to extend an unpaid leave of absence until February 6, 2012, as recommended by the Superintendent.

**A. Fujak  
Unpaid  
LOA**

### **APPROVAL AGENDA POLICY/CURRICULUM/FACILITIES**

1. ***MOTION by Dr. Clancy, second by Mr. Bell*** and carried by unanimous vote that the Board approve the use of 13 classrooms and the All Purpose Room by St. Theodore's Catholic Parish on Monday nights (starting September 19, 2011), from September 2011, through May 2012, at no rental charge per Board Policy 1330 and Board Regulation 1330-R, as recommended by the Superintendent.
2. ***MOTION by Dr. Clancy, second by Mr. Bell*** and carried by unanimous vote that the Board approve the Integrated Pest Management Program for FY 2011/2012.

**Facilities Use**

**IPM 2011/2012**

### **APPROVAL AGENDA FINANCE**

1. ***MOTION by Ms. Reyes, second by Mr. Bell*** and carried by unanimous vote that the Board approve the following bills list:

**Bills List**

- August 26, 2011, to August 31, 2011, in the amount of \$36,651.46.
- September 1, 2011, to September 8, 2011, in the amount of \$56,345.50.
- September 9, 2011, to September 22, 2011, in the amount of \$451,896.08

2. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve Travel/Workshops per the following Travel/Workshop Requests:

**Travel/  
Workshop  
Request**

- September 22, 2011

3. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve the transfers per the Transfer Reports:

**Funds Transfer**

- September 8, 2011: Fund 10 - \$276,839.86
- September 22, 2011: Fund 10 - \$12,421.00
- September 22, 2011: Fund 20 - \$ 372.05

4. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve a Shared Services Agreement with Washington Township Board of Education to share the services of a Cluster Curriculum Writer, effective July 1, 2011, through June 30, 2012, at a cost of \$1,500.

**Shared Services  
Agreement –  
Curriculum  
Writer**

5. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board amend the August 11, 2011 Minutes to reflect a 2011-2012 Joint Transportation Agreement with Franklin Township School to transport our combined student population as follows:

**Franklin Twp.  
Transportation  
Jointure**

Route	Mansfield Cost
F-1	\$17,625.66
N-1	\$17,625.66
R-1	\$17,625.66
W-1	\$17,625.66
<b>Totals</b>	<b>\$70,501.64*</b>

\*This is the amount the Board will be reimbursing Franklin Township for transporting its students.

NOTE: Amendment needed to reflect an additional 33 cents per route cost for a total of \$1.32.

6. ***MOTION by Ms. Reyes, second by Mr. Bell*** and carried by unanimous vote that the Board accept NCLB (No Child Left Behind) grant funds as follows: **Accept NCLB Funds**

• Title IA	\$88,184
• Title IIA	31,047
• Title III	<u>10,352</u>
Total	<u>\$129,583</u>

7. ***MOTION by Ms. Reyes, second by Mr. Bell*** and carried by unanimous vote that the Board approve the submission of the NCLB (No Child Left Behind) Grant application for the period September 1, 2011, through August 31, 2012. **Submit NCLB Grant**

8. ***MOTION by Ms. Reyes, second by Mr. Bell*** and carried by unanimous vote that the Board approve the participation in a Title III consortium consisting of Washington Borough and Warren Hills Regional H.S. with Mansfield Township acting as the lead LEA (Local Education Association). **Title III Consortium**

9. ***MOTION by Ms. Reyes, second by Mr. Bell*** and carried by unanimous vote that the Board approve a \$32,000 withdrawal from the maintenance reserve fund to cover the cost of the lighting replacement project. **Maintenance Withdrawal**

**PUBLIC PARTICIPATION**

None

**DISCUSSION**

1. Mr. Kemp stated that enrollment stands at 714 and climbing. This is the highest enrollment we have had at this point in the year. **Enrollment**
2. Mr. Kemp thanked Colleen Hurley for making flu shots available to the staff. **Thank You Mrs. Hurley**

**ADJOURNMENT**

With no further business to discuss, the September 22, 2011, Work Session ended at 7:55 p.m. on *motion by Dr. Clancy, seconded by Mr. Bell and* carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski  
SBA/Board Secretary

Karri Reyes  
Vice President