

**Mansfield Township Board of Education  
Minutes Work Session Meeting  
February 14, 2013**

**Call to Order**

Mrs. Reyes opened the February 14, 2013, Work Session Meeting of the Mansfield Township Board of Education at 7:36 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 8, 2013, and January 17, 2013, respectively, 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. Tim Barlow Mr. Michael Coombs Mr. John Falco Ms. Tracey Janowski Ms. Sharon McAlpin (arrived 7:41 p.m.) Mr. Jim Momary Ms. Desiree Mora-Dillon Ms. Karri Reyes Mr. Jason Winch	Absent:
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Also present: Mr. E. Kemp, Mr. Melitsky, and Ms. Mary Roszkowski  
Community: Three community and/or staff members were also present.

**Communications**

Mrs. Roszkowski read the following correspondence:

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| 1. Mrs. Miriam Mazzola tendered her letter of resignation/retirement effective at the end of this school year. She stated that although she was with the district 28 years, it seemed “just a few days back that I joined this staff.” | <b>Miriam<br/>Mazzola<br/>Retirement</b> |
| 2. A request from the parents of Student ID 5829801332 to allow student to continue in the district until the end of the year.   | <b>Parent<br/>Request</b>                |

## Administrative Report

Mr. Kemp reported the following:

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| <p>1. There were zero incidents to report on since our last meeting. We do have one alleged incident, but it is still in the investigation stage. This will be reported on when the investigation is completed.</p>                            | <p><b>HIB</b></p>                                   |
| <p>2. We are continuing articulation with other districts in the cluster. We are investigating various math textbooks and still deciding if it is prudent to select a text yet. Unit 2 assessments have been completed for Math and ELA.</p>   | <p><b>Common Core Curriculum Implementation</b></p> |
| <p>3. Kindergarten Registration will be held on February 20, 21, and 22, from 9 a.m. to 11 a.m. and from 1:30 p.m. to 2:30 P.M.</p>  | <p><b>Kindergarten Registration</b></p>             |
| <p>4. A Safe Schools meeting was held today where we were informed that a digitized Emergency Response format is being developed for the entire county. The focus of next month's meeting will be consistent action plans and terminology.</p> | <p><b>Safe Schools</b></p>                          |

## Public Participation

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| <p>1. Mr. and Mrs. Roy Smith voiced their concerns and beliefs that they felt Mansfield's students were not being adequately prepared for the middle school and beyond. Mrs. Smith said that curriculum found on the website was inaccurate. She was concerned about curriculum alignment with sending districts. Mr. Smith voiced concern that students did not have textbooks.</p> | <p><b>Curriculum</b></p> |
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Mr. Kemp cited test scores and fact to the contrary. The County Office of Education told superintendents not to invest in textbooks as the State is in the midst of re-writing curriculum – buying books at this point would be a waste of taxpayers' money. It was felt that the teachers are pulling enough materials to keep the students on track with the articulated curriculum we have with the five sending districts.

Mrs. Smith volunteered her time to help the district.

## Executive Session

1. **MOTION by Mr. Barlow, second by Ms. Janowski** and carried by unanimous vote that the Board approve 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 10 minutes. No action will be taken as a result of the Executive Session. (8:22 p.m.)

2. **MOTION by Mr. Barlow, second by Mr. Falco** and carried by unanimous vote that the Board return to regular session. **Reconvene to Public Session**  
(8:37 p.m.).

### Consent Agenda

1. **MOTION by Mr. Momary, second by Ms. Janowski** and carried by unanimous vote that the Board of Education approve the minutes of the following meetings: **Minutes Approval**
- January 24, 2013, Regular Meeting;
  - January 24, 2013, Executive Session.

### Approval Agenda Personnel

1. **MOTION by Mr. Barlow, second by Ms. Janowski** and carried by unanimous vote that the Board of Education accept Mrs. Miriam Mazzola's resignation due to retirement effective June 30, 2013, with much regret. **Miriam Mazzola Retirement**
2. **MOTION by Mr. Barlow, second by Ms. Janowski** and carried by majority vote [with Mr. Momary abstaining] that the Board of Education approve the submission of an Emergent Hire application for the following cook in the school cafeteria: **Emergent Hire**
- Gail Schander

**Approval Agenda  
Policy/Curriculum/Facilities**

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| <p>1. <b>MOTION by Mr. Winch, second by Mr. Barlow</b> and carried by unanimous vote that the Board approve Common Core Implementation Team consisting of: Jennifer Santa, Robin Iaione, Corin Francisco, Kristin Baker, Kathleen Mattison, Jennifer Micucci, Diane Hogan, John Melitsky, and Edward Kemp.</p> | <b>Core Curriculum Implementation Team</b> |
| <p>2. <b>MOTION by Mr. Winch, second by Mr. Barlow</b> and carried by unanimous vote that the Board approve the revised 2012-2013 Nursing Services Plan.</p>   | <b>Nursing Plan</b>                        |
| <p>3. <b>MOTION by Mr. Winch, second by Mr. Barlow</b> and carried by unanimous vote that the Board approve SID# 5829801332 to remain in the school system for the rest of the 2012/2013 school year as recommended by the Superintendent.</p>   | <b>Parent Request</b>                      |

**Approval Agenda  
Finance**

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| <p>1. <b>MOTION by Ms. Janowski, second by Mr. Winch</b> and carried by unanimous vote [Mr. Momary abstained on Check No. 23914] that the Board of Education approve the attached bill lists:</p> <ul style="list-style-type: none"> <li>• January 25, 2013, to January 31, 2013, bills list in the amount of \$334,462.68;</li> <li>• February 1, 2013, to February 14, 2013, bills list in the amount of \$457,650.68.</li> </ul> | <b>Bills Lists</b>                     |
| <p>2. <b>MOTION by Ms. Janowski, second by Mr. Winch</b> and carried by unanimous vote that the Board approve the Transfers Report dated February 14, 2013, as follows:</p> <ul style="list-style-type: none"> <li>• Fund 10      \$65,900.00</li> </ul>  | <b>Transfers</b>                       |
| <p>3. <b>MOTION by Ms. Janowski, second by Mr. Winch</b> and carried by unanimous vote that the Board approve February 14, 2013, Workshop/Travel Requests.</p>  | <b>Workshops/<br/>Travel</b>           |
| <p>4. <b>MOTION by Ms. Janowski, second by Mr. Winch</b> and carried by unanimous vote that the Board approve the Treasurer's and Secretary's</p>   | <b>Secretary &amp;<br/>Treasurer's</b> |

monthly financial reports as of December 31, 2012, with a balance of \$1,801,086.20.

**Reports**

5. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous roll call vote that the Board 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 6:23-2.11(c)3 for the month of December 31, 2012, with a balance of \$1,801,086.20.

**Certification**

### Public Participation

None

### Discussion Agenda

1. **MOTION by Mr. Barlow, second by Mr. Winch** and carried by unanimous vote that the Board approve revising the school calendar to include Friday, April 5, 2013, (the last Friday of Spring Recess) as a day in session. **Revised School Calendar**
2. Since the All County Band event will be held on March 21, 2013, it was decided that the Public Hearing on Budget will be moved to March 28, 2013. **Public Hearing Date**
3. Mr. Kemp gave a report on the February 13, 2013, Lockdown Drill. **Lockdown Drill**
4. Procedures on filing the Ethics Forms were reviewed. **Ethics Forms**

### Adjournment

**MOTION by Mr. Barlow, seconded by Ms. Janowski** and carried by unanimous vote that the February 14, 2013, Work Session Meeting be adjourned. (9 p.m.)

Respectfully submitted,

Mary E. Roszkowski  
Business Administrator/Board Secretary

Tim Barlow  
Vice President