

**MANSFIELD TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
MARCH 4, 2013**

**CALL TO ORDER**

Mrs. Reyes opened the March 4, 2013, Regular Meeting of the Mansfield Township Board of Education at 7:37 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, 2013, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Ms. Karri Sienna-Reyes  
Mr. Michael Coombs  
Mr. John Falco  
Ms. Tracey Janowski  
Mr. Jim Momary  
Ms. Sharon McAlpin  
Mr. Jason Winch

Absent: Mr. Tim Barlow  
Ms. Desiree Mora-Dillon

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

**Communications**

- 1. Debra F. Stenvall's letter of resignation/retirement, effective June 30, 2013, was read. **DEBRA STENVALL  
RETIREMENT**

**ADMINISTRATIVE REPORT**

Mr. Kemp reported the following:

- 1. 2012 ESEA Waiver School Profile and ESEA Waiver Annual Progress targets were reviewed. **PROGRESS  
TARGETS**
- 2. Current enrollment stands at 710. **ENROLLMENT**

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|---|---|
| 3. Kindergarten registration was held and there are 76 students currently enrolled.   | <b>KINDERGARTEN<br/>REGISTRATION</b>          |
| 4. There was one case of alleged HIB investigated – that case was found not to be HIB.  | <b>HIB</b>                                    |
| 5. The State School Report Cards are being revamped. They will now be called “School Performance Reports.” The School Performance Reports are scheduled to be released the week of March 12. Our district will be compared to 30 like school districts based on free and reduced lunch, ESL (English as a Second Language), and Special Ed populations. | <b>SCHOOL<br/>PERFORMANCE<br/>REPORTS</b>     |
| 6. Proposed Evaluation Regulations are due out this month, providing specific requirements for teacher evaluations in the 2013/2014 school year.  | <b>TEACHER<br/>EVALUATION<br/>REGULATIONS</b> |
| 7. The state is discussing proposed changes to Special Education.   | <b>SPECIAL ED</b>                             |
| 8. The generator has been delivered. Electrical hookup is scheduled to take place over spring break.  | <b>GENERATOR</b>                              |
| 9. We are celebrating “Read Across America Week” (Dr. Seuss Week) with many activities scheduled.   | <b>READ ACROSS<br/>AMERICA WEEK</b>           |
| 10. The Science Fair will take place this Thursday. All are invited to attend. If you can help Mrs. Mattison give out awards, please let us know.   | <b>SCIENCE FAIR</b>                           |
| 11. The annual Autism Run will take place on April 20. It is a cluster-sponsored event. The entire school community gets involved through teacher volunteers and PTA support. The Student Council raised over \$1,500.00 last year.   | <b>AUTISM RUN</b>                             |
| 12. The Phabulous Physics Tournament was held. We hosed 13 schools and over 80 students participated.   | <b>PHABULOUS<br/>PHYSICS<br/>TOURNAMENT</b>   |
| 13. Parent/Teacher conferences were held last Friday.   | <b>PARENT/TEACHER<br/>CONFERENCES</b>         |
| 14. Shannon Vitale is the Spelling Bee winner for the school – and qualifies to move on to the Regional Finals.   | <b>SPELLING BEE</b>                           |
| 15. The Chess Team won first place in the County Tournament.  | <b>CHESS TEAM</b>                             |

16. Andrew Reasor's artwork was selected for the New Jersey State Art Show. **NJ ART SHOW**

### **PUBLIC PARTICIPATION**

1. Mrs. Smith stated that she did not mean to demean work being done here at Mansfield at the last meeting – she just wanted to lend a hand and the offer is still on the table. **VOLUNTEER**

### **CONSENT AGENDA**

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

- February 14, 2013, Work Session Meeting;
- February 14, 2013, Executive Session.

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

1. *MOTION by Ms. McAlpin, second by Ms. Janowski* and carried by unanimous vote that the Board approve the 2012-2013 Progress Targets Action Plan. **Progress Targets  
Action Plan**

### **APPROVAL AGENDA PERSONNEL**

1. *MOTION by Mr. Winch, second by Ms. Janowski* and carried by unanimous vote that the Board accept Debra F. Stenvall's resignation/retirement effective June 30, 2013, with regret. **Debra Stenvall  
Retirement**

### **APPROVAL AGENDA FINANCE**

1. *MOTION by Ms. Janowski, second by Mr. Winch* and carried by unanimous vote that the Board approve the following bills lists: **Bills List**
- February 15, 2013, to February 28, 2013, in the amount of \$760,827.57.

- 2. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board approve transfers in the following amounts as listed on the March 4, 2013, report:
  - Fund 10: \$24,549.99
  - Fund 20: \$10,000.00
- 3. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous vote that the Board approve the Board the Treasurer's and Secretary's monthly financial reports as of January 31, 2013, with a balance of \$1,768,471.96.
- 4. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous 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 6A:23A-16.10(a) for the month of January 31, 2013, with a balance of \$1,768,471.96.
- 5. **MOTION by Ms. Janowski, second by Mr. Winch** and carried by unanimous roll call vote that the Board approve FY 2013/2014 school district budget for submission to the County Office of Education and voters as follows:

	BUDGET	LOCAL TAX LEVY
General Fund	\$8,722,796	\$4,927,038
Special Revenue Fund	257,620	
Debt Service Fund	<u>429,544</u>	342,892
Total Base Budget	\$9,409,960	

\*Included in the budget is a \$94,000 Capital Reserve Withdrawal for the purpose of infrastructure, security and information systems, lighting upgrades, back parking lot re-surfacing, walk, jog, run track refurbishment, HV/AC upgrades.

**PUBLIC PARTICIPATION**

Mrs. Smith thanked the Board for giving her the time to speak and, once again, volunteered her time to help.

**DISCUSSION AGENDA**

The Public Hearing on Budget/Regular Meeting has been re-scheduled to March 28, 2013.

**ADJOURNMENT**

With no further business to discuss, the March 4, 2013, Regular Meeting ended at 8:25 p.m. on *motion by Ms. Janowski, seconded by Mr. Winch* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski  
SBA/Board Secretary

Timothy Barlow  
Vice President