

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
MAY 23, 2013**

Call to Order

Mrs. Reyes opened the May 23, 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, 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.

Salute to the Flag

Roll Call

Present: Mr. Tim Barlow
Mr. Michael Coombs
Mr. John Falco
Ms. Tracey Janowski
Mr. Jim Momary
Ms. Desiree Mora-Dillon
Ms. Karri Reyes

Absent: Ms. Sharon McAlpin
Mr. Jason Winch

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

Communications

None

Administrative Report

Mr. Kemp reported on the following:

- 1. No alleged cases needed to be investigated. **HIB**
- 2. There will be a math textbook presentation for Go Math series at our faculty meeting on June 3. The teachers have also been looking at the EnVISION math program. **Math Textbooks**

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| 3. | Kindergarten screenings were held this week and Kindergarten orientation was held today. | Kindergarten |
| 4. | The Middle School visited sixth grade this week. The middle school students answered our sixth grade students' questions. | Middle School Visit |
| 5. | Congratulations to Mrs. Slate and Mrs. Havrisko on an excellent concert and Mrs. Johnson for a tremendous Art Show. | Concert and Art Show |
| 6. | The Resource Fair is going on tonight which was organized by Colleen Hurley and Leslie Cook. | Resource Fair |
| 7. | Awards Night will be held at the June 13, 2013, Board Meeting at 7 p.m. in the All Purpose Room. | Awards Night |
| 8. | A text message was just received advising us that the Green Team won 2 nd Place overall. They missed one question in the Battle of the Books. | Battle of the Books |

Public Participation

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| 1. | Mrs. Smith inquired whether the math books being considered were for this year. | Math Textbooks |
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CONSENT AGENDA

<i>MOTION by Mr. Coombs, second by Ms. Janowski</i> and carried by unanimous vote that the Board approve the minutes of the following meetings:	Minutes
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- May 9, 2013, Partial Re-Organization/Work Session Meeting and the amended Schedule B per attached.

Note: The Media Specialist/Tech Aide and Yuri Missenheim (PT Custodian) should have been listed.

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

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| 1. | <i>MOTION by Ms. Dillon, second by Ms. Janowski</i> and carried by unanimous vote that the Board approve the Guidance and Counseling program in accordance to Policy No. 6164.2. | Guidance/ Counseling Program |
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Note: QSAC requires that this program be approved annually.

**APPROVAL AGENDA
PERSONNEL**

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| 1 | <i>MOTION by Mr. Barlow, second by Ms. Janowski</i> and carried by unanimous vote that the Board approve a non-tenure contract for Matthew Magnuson as Speech Language Specialist, Step MA-1, \$52,857, effective September 1, 2013 to June 30, 2014, pending criminal history check, as recommended by the Superintendent | Matthew
Magnuson
Speech
Therapist |
|---|---|--|

**APPROVAL AGENDA
FINANCE**

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| 1. | <i>MOTION by Ms. Janowski, second by Mr. Barlow</i> and carried by unanimous vote that the Board approve the following bills lists: <ul style="list-style-type: none"> • May 10, 2013, to May 23, 2013, bills list in the amount of \$515,980.27; | Bills List |
| 2. | <i>MOTION by Ms. Janowski, second by Mr. Barlow</i> and carried by unanimous vote that the Board approve transfers per the May 23, 2013, Report for the following: <ul style="list-style-type: none"> • Fund 10: \$10,510 | Transfers |
| 3. | <i>MOTION by Ms. Janowski, second by Mr. Momary</i> and carried by unanimous vote that the Board approve the following actions: | Use of Funds |

Whereas, the Department of Education has informed school districts that the last two state aid payments will not be made in June, 2013;

Whereas, Mansfield Township School district will not receive aid in the amount of \$352,968 until July, 2013, which will impact the district financially;

Whereas, the District has been informed that it has an option to either borrow funds to meet its obligations or to use its own money from the Capital and Maintenance Accounts and/or the UCI Account;

Now therefore be it resolved that the Mansfield Township Board of Education allow the Business Administrator to use funds from the UCI, Student Activity, Cafeteria, Capital and Maintenance Accounts to meet its obligations;

Be it further resolved that any funds used to meet the District’s obligations will be returned to those accounts when the Department of Education releases the two state aid payments in July.

- 4. **MOTION by Ms. Janowski, second by Mr. Barlow** and carried by unanimous vote that the Board approve the following actions:

**Prescription
Drug
Insurance
Carrier
Change**

Per the recommendation of its group insurance broker-of-record, Brown & Brown Benefit Advisors, Inc., the Board of Education hereby resolves, effective July 1, 2013, to make the following change to its group prescription drug insurance carrier:

- 1. Terminate its group prescription drug insurance policy with Horizon BCBSBJ, group number 86441.
- 2. Select Benecard Services, Inc. as its group prescription drug insurance carrier, via the Public Employer Trust, at the rates, benefits, terms, and conditions represented in Brown & Brown’s report entitled “Group Insurance Marketing Results 2013-2014.”
- 3. Designate Brown & Brown Benefit Advisors, Inc., as the Board’s broker-of-record for our new Benecard group prescription drug insurance program. Brown & Brown Benefit Advisors, Inc. is authorized to act on behalf of the Board in all matters related to these programs.

Brown & Brown Benefit Advisors, Inc.’s responsibilities will include, but are not limited to, negotiating annual renewal rates, marketing our group insurance programs, and aiding our staff in the resolution of billing, enrollment, and claim problems.

Brown & Brown Benefit Advisors, Inc. is authorized to receive commission payment from Benecard, percentages for which are included in Benecard’s proposed rates.

- 4. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

- 5. **MOTION by Ms. Janowski, second by Mr. Barlow** and carried by unanimous vote that the Board approve a contract with EarthSpec LLC for continuation of service through the 2013/2014 school year, in the amount of \$11,676.

**EarthSpec
LLC**

Note: This is a 2% increase in price over the current year.

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| 6. | <i>MOTION by Ms. Janowski, second by Mr. Coombs</i> and carried by unanimous vote that the Board approve a Shared Services agreement with Washington Borough School District to provide a half-time English as a Second language Teacher for the 2013-2014 school year at an annual salary of \$32,157.50 plus one-half of the benefits cost. | ESL Teacher
Shared
Services
Contract |
| 7. | <i>MOTION by Ms. Janowski, second by Mr. Barlow</i> and carried by unanimous vote that the Board approve travel and workshop requests per the May 23, 2013, Travel Requests Report, as presented. | Workshops/
Travel |

DISCUSSION AGENDA

Mr. Momary attended the NJ School Boards Delegate Assembly where he learned that there is a 40% superintendent turnover due to Superintendent salary caps. Discussion centered around coming up with a reason to allow local rule. **School Boards**

PUBLIC PARTICIPATION

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| 1. | Mrs. Francisco announced that the students placed second out of thirty-eight in the Battle of the Books – the team only lost by one question. Mrs. McPhillips reported that our students were good sports. The PTA and Market Day groups provided the books for the students and both Mrs. Francisco and Mrs. McPhillips wanted both organizations to know how grateful they were for the sponsorship. | Battle of the
Books |
| 2. | Mrs. Kearney asked a question about the BeneCard coverage which was answered. | BeneCard |
| 3. | Mrs. Hurley stated that the Resources Fair was successful. The vendors didn't expect the turnout. There were 110 homework passes that were given out. | Resources
Fair |

ADJOURNMENT

MOTION by Ms. Janowski, second by Mr. Barlow and carried by unanimous vote that the Mansfield Township Board of Education adjourn this meeting. (8:17 p.m.)

Respectfully submitted,

Mary E. Roszkowski
School Business Administrator/
Board Secretary

Tim Barlow
Vice President