

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
APRIL 15, 2010**

CALL TO ORDER

Mr. Stabile opened the April 15, 2010 Work Session Meeting of the Mansfield Township Board of Education at 7:06 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 6, 2009, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

ROLL CALL

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| Present: Mr. Jeff Stabile Mr. Richard Young Mr. John Bell Dr. Clancy Ms. Tracey Janowski Ms. Karri Sienna-Reyes Mr. Russell Uhrig | Absent: Ms. Barbara Curto Mr. Kenneth Polakowski |
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Also present were: Mr. Kemp, Mr. Melitsky, and Ms. Roszkowski.
Community: Twelve community and/or staff members were present.

COMMUNICATIONS

The following was read:

1. Letter from Monica A. Navas as follows:

**M. NAVAS
REQUEST FOR
LOA**

“Dear Members of the Mansfield Township Board of Education:

I am respectfully requesting a child rearing leave following my twelve-week Family Leave of Absence. My intention is to utilize my child rearing leave from May 17, 2010 to June 30, 2010. I plan to return to my teaching position for the 2010-2011 school year.

Thank you in advance for your consideration in this matter.

Sincerely yours,

Monica A. Navas”

2. Heather Townsend's letter:

**H. TOWNSEND
REQUEST FOR
LOA**

“As stated in my letter of June 25, 2009, my child rearing leave will end on June 30, 2010. This letter will confirm that I will be returning to my teaching position for the 2010-2011 school year

Sincerely,

Heather L. Townsend”

3. Skylands Community Bank letter:

**TEACH
CHILDREN
TO SAVE**

“Dear Mary & Ed,

Once, again, the American Banker's Association (ABA) will sponsor Teach Children To Save Day on Tuesday, April 27, 2010. This nationwide event gives Skylands Community Bank employees the opportunity to share their knowledge with local elementary schools. Teach Children To Save Day allows our staff members to give back to the community. Therefore, we do not promote our bank's products and services; rather, we educate children about good financial management through a personalized and engaging session.

Skylands Community Bank is offering this program to your elementary school. I am excited about the opportunity for us to partner with you and your teachers. It is important to emphasize that participation by the teacher is minimal. We will come to class fully prepared with lesson plans and activities that are grade specific. Each session will take approximately 30 minutes of class time.

Last year, the ABA reported 540,000 students were taught through the Teach Children To Save Program. This year, they have developed a campaign titled, “Million Child Challenge” to increase the amount of students who benefit. Will you consider helping them reach a milestone by participating on April 27, 2010?

Thank you very much for reviewing this request to partner with Skylands Community Bank to help enhance the financial literacy of students. Please discuss this educational endeavor with your teachers. If you are interested in participating on Teach The

Children To Save Day, please contact me directly at the number listed below so we can work with you to ensure your school's Save Day is a success.

Sincerely,

Claudia Conway
VP/Regional Manager"

ADMINISTRATIVE REPORT

Mr. Kemp reported the following:

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| 1. Asbestos removal was done over spring break. The project went well; the company did a great job. Thank you, Mr. Wanous, for all the work in making sure that everything was ready the day the school re-opened. | ASBESTOS REMOVAL |
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PUBLIC PARTICIPATION

- | | |
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| 1. Mr. Don Proefrock of Slope Drive had several questions with regard to the budget, which were answered by Mr. Kemp and Ms. Roszkowski. | BUDGET |
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CONSENT AGENDA

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| <i>MOTION by Mr. Bell, second by Ms. Reyes</i> and carried by majority vote [Mr. Young abstaining] that the Board approve the minutes of the following meeting: | Minutes |
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- March 31, 2010, Public Hearing on Budget/Work Session Meeting;
- March 31, 2010, Executive Session.

APPROVAL AGENDA PERSONNEL

- | | |
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| 1. <i>MOTION by Mr. Young, second by Mr. Bell</i> and carried by unanimous vote that the Board approve Monica Navas's request for a child rearing leave effective May 17, 2010 (adjusted at January 14, 2010, meeting) to June 30, 2010, with intent to return to a teaching position for the 2010-2011 school year. | M. Navas Child Rearing Leave |
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- 2. **MOTION by Mr. Young, second by Mr. Bell** and carried by unanimous vote that the Board approve Aimee Voss as a maternity leave replacement, effective May 11, 2010, Step B-1, at a prorated salary of \$44,315, as recommended by the Superintendent.

**Aimee Voss
Maternity Leave
Replacement**

Note: Dates adjusted due to additional time requested by Monica Navas (approved at January 14, 2010, meeting).

**APPROVAL AGENDA
FINANCE**

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

Bills List

- April 1, 2010, to April 15, 2010, in the amount of \$356,240.15.

- 2. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve Fund 10 transfers in the amount of \$81,150 as listed on the April 15, 2010, report.

Transfers

- 3. **The following Resolution was moved by Ms. Reyes, seconded by Mr. Bell** and adopted by unanimous roll call vote:

**Withdrawal of
Capital Reserve
Funds to Meet
Local Obligation**

Whereas, the 2009/2010 budget was approved by the voters of Mansfield Township;

Whereas, the 2009/2010 approved budget contained a windows project for which the State approved eligible costs in the amount of \$415,375;

Whereas, the 2009/2010 approved budget contained a withdrawal from the capital reserve account in the amount of \$249,225 for its share of the eligible cost of the project;

Whereas, it was discovered that the initial application submitted and approved by the state contained a calculation error in the costs for the windows project;

Whereas, the Board approved a re-submittal of the application and subsequently received the following updated Final Eligibility Costs (FEC) Determination:

- Local Share of FEC: \$354,750
- State Share of FEC: 236,500
- Total FEC: \$591,250

Whereas, it has been determined that there will be a shortfall of \$105,525 to meet the local share of FEC costs;

Therefore, be it resolved that the Board hereby approves withdrawal of \$105,525 from the Capital Reserve Account to meet the district’s obligation of Local Share per the updated FEC Determination.

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| 4. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous vote that the Board American Appraisal Associates, Inc., of Wrightstown, PA, to perform a fixed asset appraisal of the contents of our building at a cost of \$3,400. | American Appraisal |
| 5. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by majority vote [with Mr. Uhrig abstaining] that the Board approve Workshops/Travel per April 15, 2010 Request, attached. | Workshops |

PUBLIC PARTICIPATION

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| 1. | Ms. Richardi requested that the Board give her a few dates to meet with regard to the MEA offer in the letter presented on March 31, 2010. | Availability to Meet with MEA Negotiations Team |
| 2. | Mr. Roy Smith stated that he attended several Township meetings. He wondered why the Township has money to build a ball field and can’t help the school. He also wanted to know if anything further was heard from Governor Christie’s office as to implementation of wage freezes. What kind of plans do we have to educate people on the accomplishments that this Board has achieved over the last few years? He also wanted to know how many years each incumbent has served to date. Mr. Smith’s questions were answered by Mr. Kemp and Mr. Stabile, and the Board members who were up for election. | Budget Questions |
| 3. | Mr. Bell said that he heard there is a Mansfield Budget webpage on Facebook. He agreed with Mr. Smith that money should be invested in the school. | Budget Webpage |
| 4. | Mr. Uhrig asked for an update on the status of where things stood with regard to the MEA letter read at the last meeting. | MEA Letter |

Mr. Kemp remarked that the staff has always shown that they share the philosophy of fiscal responsibility. Staff, being well aware of the economic conditions, agreed to lower than county average wage increases at the last negotiations session. A mutually agreed upon date will be set to meet with the Negotiations teams to discuss the MEA letter.

- 5. Mr. Daryl Haytian: If a wage freeze were agreed upon, it would help save some of the positions that were reduced.

Budget

- 6. Ms. Richardi said that the Association was going forward with discussions whether or not the budget passes.

MEA Wage Freeze

DISCUSSION

- 1. Mr. Kemp gave an overview of the asbestos removal project. He also stated that the district has a \$250,000 grant coming from the state for the windows project. The architect said that the manufacturer’s turnaround time to fabricate the windows is shorter due to the economic climate. Also, the architect stated that prices for projects were coming in approximately 20% lower than in the past.

Window Project

After a short discussion, the following motion was made:

MOTION by Mr. Young, second by Mr. Bell and carried by unanimous vote that the Board approve going out to bid for the windows project.

Approval to go out to Bid

Executive Session

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

WHEREAS, the Board must consider matter(s) involving personnel and individual privacy 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. Action will not be taken.
(7:40 p.m.)

2. **MOTION** by Mr. Young, second by Mr. Bell and carried by unanimous vote that the Board return to Regular Session.
(8 p.m.)

**Reconvene to
Public Session**

ADJOURNMENT

With no further business to discuss, the April 15, 2010 Work Session ended at 8 p.m. on *motion by Mr. Bell, seconded by Ms. Clancy* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Richard Young
Vice President