

**MANSFIELD TOWNSHIP BOARD OF EDUCATION  
WORK SESSION MEETING MINUTES  
MARCH 16, 2009**

**CALL TO ORDER**

Mr. Stabile, Board President, opened the March 16, 2009 Work Session at 7:42 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, March 11, 2009, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

**ROLL CALL**

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

**COMMUNICATIONS**

Ms. Roszkowski read the following correspondence:

- |   |                            |
|---|----------------------------|
| 1. A February 26, 2009 letter from the pastor at Saint Theodore’s Church regarding the impact of the country’s economic crisis on the parents of the children participating in religious education classes.   | <b>ST. THEODORE</b>        |
| 2. A February 25, 2009 letter was received from Ms. Beth Scheiner requesting a disability leave of absence to commence on or about March 27, 2009, utilizing 15 sick days. Immediately following this period, she requested to be placed on a 4-week disability leave followed by a 12-week FMLA leave with anticipated return to her teaching position the beginning of the 2009-2010 school year. | <b>B. SCHEINER<br/>LOA</b> |

**ADMINISTRATIVE REPORT**

Mr. Kemp reported on the following:

- |    |   |  |
|----|---|--|
| 1. | Mrs. Hurley orchestrated a blood drive which was held here at school. It was very successful.   | <b>BLOOD DRIVE</b>                     |
| 2. | Thirty-three children participated in the Mobile Dentist program. Pictures were taken of everything being done. They x-rayed teeth, applied sealants as well as doing routine care. We would certainly have the program back.           | <b>MOBILE DENTIST PROGRAM</b>          |
| 3. | The contract is up for Internet service using Verizon. We are currently looking at all options available to us and will be reporting back to the Board on our findings.   | <b>VERIZON PHONE/INTERNET CONTRACT</b> |
| 4. | March 25, 2009, is our next Education Foundation meeting. We will be sharing a draft of the bylaws with the members. It is very exciting to see so much accomplished in such a short time and that we will realize a long-awaited goal. | <b>EDUCATION FOUNDATION</b>            |

**CONSENT AGENDA**

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

- February 26, 2009, Regular Meeting.

**APPROVAL AGENDA  
PERSONNEL**

- |    |  |                                    |
|----|--|------------------------------------|
| 1. | <i>MOTION by Mr. Young, second by Ms. Curto</i> and carried by unanimous vote that the Board approve Elizabeth Christian as a substitute teacher (criminal history check completed), as recommended by the Superintendent. | <b>E. Christian<br/>Sub Roster</b> |
| 2. | <i>MOTION by Mr. Young, second by Ms. Reyes</i> and carried by unanimous vote that the Board approve Suzette Goldson as a substitute teacher (criminal history check completed), as recommended by the Superintendent.     | <b>S. Goldson<br/>Sub Roster</b>   |
| 3. | <i>MOTION by Mr. Young, second by Ms. Reyes</i> and carried by unanimous vote that the Board approve Jamie Martelli as a   | <b>J. Martelli<br/>Sub Roster</b>  |

substitute teacher (criminal history check completed), as recommended by the Superintendent.

4. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve Suzanne Pollack as a substitute teacher (criminal history check completed), as recommended by the Superintendent. **S. Pollack  
Sub Roster**
5. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve Amy Reed as a substitute teacher (criminal history check completed), as recommended by the Superintendent. **A. Reed  
Sub Roster**
6. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve Teresa Furlano as a substitute nurse (criminal history check completed), as recommended by the Superintendent. **T. Furlano  
Sub Nurse**
7. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve Alison Motzer as a maternity leave replacement effective on or about April 20, 2009, through approximately June 19, 2009, Step BA1, at a pro-rated salary of \$43,490, (criminal history check complete), as recommended by the Superintendent. **A. Motzer  
Sub Nurse**
8. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve Beth Scheiner's request for the following leaves: **B. Scheiner  
LOA**
  - Disability leave of absence to commence on or about March 27, 2009, utilizing 15 sick days;
  - Four-week disability leave of absence following the birth of her child; followed by a
  - 12-week FMLA leave
9. ***MOTION by Mr. Young, second by Ms. Reyes*** and carried by unanimous vote that the Board approve the following stipends to be paid to Alan Pedersen for the use of his truck to plow snow on the following dates: **A. Pedersen  
Stipend**
  - December 19, 2008, - \$75;
  - January 11, 2009, - \$75;
  - January 18, 2009, - \$75;
  - January 28, 2009, - \$75;
  - March 2, 2009, - \$100

**APPROVAL AGENDA  
CURRICULUM/POLICY/FACILITIES**

1. **MOTION by Ms. Curto, second by Ms. Reyes** and carried by **School Calendar** unanimous vote that the Board approve the 2009-2010 School Calendar as presented.

**APPROVAL AGENDA  
FINANCE**

- 1 **MOTION by Ms. Reyes, second by Ms. Curto** and carried by **Budget Submission** unanimous vote that the Board approve a FY 2009/2010 school district budget for submission to the County Office of Education and voters as follows:

	<b>BUDGET</b>	<b>LOCAL TAX LEVY</b>
General Fund	\$8,491,692	\$4,626,544
Special Revenue Fund	246,200	
Debt Service Fund	<u>427,469</u>	212,565
Total Base Budget	<u>\$9,165,361</u>	

\*Included in the budget is a \$120,000 Capital Reserve Withdrawal for the purpose of replacing windows in 3 classrooms.

2. **MOTION by Ms. Reyes, second by Ms. Curto** and carried by **Drawing of Ballot Position** unanimous vote that the Board rescind Wednesday, March 11, 2009, 12 noon, as the date and time for the drawing of ballot positions for the April 21, 2009, election per updated Election Calendar.

Note: Due to the inclement weather causing a school closing on Monday, March 2, 2009, the Governor issued an Executive Order extending the date that Petitions may be filed to Wednesday, March 4, 2009 at 4 p.m. This caused minor adjustments to other dates that followed. The school election is still set for Tuesday, April 21, 2009.

3. **MOTION by Ms. Reyes, second by Ms. Curto** and carried by **Drawing of Ballot Position** unanimous vote that the Board approve Friday, March 13, 2009, 12 noon, as the date and time for the drawing of ballot positions for the April 21, 2009, election per updated Election Calendar.

## PUBLIC PARTICIPATION

Mr. Uhrig made suggestions on improving the messages going out to parents on the Honeywell Instant Alert System.

**Honeywell  
Alert System**

## DISCUSSION

1. Mr. Kemp advised the Board that we had to use another snow day on March 2, 2009, which put us over the built-in snow days in the calendar. We would now have to make up that day either by extending the school year by one day or by using May 26, 2009 as a ½ day for students and the afternoon as a faculty in-service.

**Snow Day**

After discussion, the Board agreed that May 26, 2009, should be utilized as the make-up day for students.

2. Mr. Kemp advised the Board that included in the budget package to be submitted to the County Office for approval is a schedule showing anticipated cost of workshops for fiscal year 2009/2010 in addition to the costs incurred this year.

**Workshops**

3. The earliest date for a Public Hearing on Budget is March 30, 2009 and the last day to hold a Public Hearing was April 2, 2009. The Board chose the April 2, 2009 date as it already had a Work Session scheduled for that evening.

**Public Hearing  
on Budget**

4. Ms. Margolin asked if any one took a walk through the park area yet. She invited everyone to take a walk through the park – the trails are already there and are lovely.

**Park**

## 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. No Action will be taken.  
(8:10 p.m.)

2. **MOTION** by Mr. Young, second by Ms. Reyes and carried by unanimous vote that the Board return to Regular Session.  
(8:30 p.m.)

**Reconvene to  
Public Session**

**ADJOURNMENT**

With nothing further business to discuss, the March 16, 2009 Work Session ended at 8:30 p.m. on *motion by Ms. Curto, seconded by Ms. Reyes* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski  
SBA/Board Secretary

Mr. Young  
Vice President