

**Mansfield Township Board of Education
Minutes Regular Meeting
September 25, 2008**

Call to Order

Mr. Stabile opened the September 25, 2008 Regular Meeting of the Mansfield Township Board of Education at 7:34 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, April 26, 2008 was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

Roll Call

Present:	Mr. Jeff Stabile	Absent:
	Mr. Richard Young	
	Mr. John Bell	
	Ms. Barbara Curto	
	Ms. Tracey Janowski	
	Ms. Diane Margolin (arrived 7:42 p.m.)	
	Mr. Kenneth Polakowski	
	Ms. Kari Reyes	
	Mr. Russell Uhrig	

Mr. Kemp, Ms. Roszkowski and nine community and/or staff members were present.

Communications

Ms. Roszkowski read the following:

1. A September 11, 2008 letter from the Executive County Superintendent stating that, after review of Edward Kemp's contract, "it has been determined that the provisions of the contract are in compliance with the regulations. Therefore, I approve the contract for the period from September 1, 2008 to June 30, 2012."
2. A September 11, 2008 letter from the Executive County Superintendent stating that, after review of Mary Roszkowski's contract, "it has been determined that the provisions of the contract are in compliance with the regulations. Therefore, I approve the contract for the period from July 1, 2008 to June 30, 2009."
3. A letter from Donna L. Adams was received stating that she was resigning from her position as Paraprofessional effective September 1, 2008.

4. A September 22, 2008 letter from Linda Lemp requesting an unpaid leave of absence under the Family Medical Leave Act so that she could accompany her daughter to the Mayo Clinic. The leave will start on September 25 with an unspecified return date.

Administrative Report

Mr. Kemp reported the following:

1. Mr. Melitsky, the new principal, will begin his duties on October 1, 2008. **Principal**
2. We have an open Certificate of Occupancy for the windows project which means that if the Board decides to install another segment of windows, we will not have to go through the application process with the building inspector. Currently, we have met all the requirements for a Certificate of Occupancy. Work still continues on the open punchlist items. **Windows Project**
3. P. J. Raiello went to a State Department of Education meeting regarding the new preschool initiative being started. Our school district's target is to serve approximately thirty-five children. The district will have to put a five-year plan together. **Preschool Initiative**

The initiative requires an administrator with preschool administration experience and a master teacher. Class sizes are to be no larger than 15. There are many things contained in the initiative that could have a financial impact on the district in the future.
4. A QSAC Committee meeting was held this morning. We had a great first meeting. The QSAC is valuable because we are learning what each function does in the school. There were lots of sidebar discussions. A report is due to the County by November 17, 2008. **QSAC Committee Meeting**

Public Participation

None

Consent Agenda

1. **MOTION by Mr. Bell, second by Ms. Reyes** and carried by majority vote that the Board of Education approve the minutes of the following meeting: **Minutes Approval**
 - September 11, 2008 Work Session Meeting [with Ms. Margolin abstaining].

Approval Agenda Personnel

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| <p>1. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board appoint Edward S. Kemp as Superintendent of Mansfield Township School District, effective September 1, 2008, to June 30, 2012, as approved by the Executive County Superintendent of Schools in his letter dated September 11, 2008, at an annual salary of \$115,000 during the first year of his contract with a minimum of 2% increases in the subsequent years of the contract.</p> | <p>SUPERINTEN-
DENT'S
CONTRACT</p> |
| <p>2. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve the Business Administrators contract, effective July 1, 2008, through June 30, 2009, at an annual salary of \$89,529 with no changes over last year's contract, as approved by the County Executive Superintendent and recommended by the Superintendent.</p> | <p>BA
CONTRACT</p> |
| <p>3. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve E. Paterson as Guidance Counselor at a rate of \$361.40 per day (MA+15, Step 13), not to exceed 62 days for a total of \$22,406.80, criminal history check completed, as recommended by the Superintendent.</p> | <p>E. PATERSON</p> |
| <p>4. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board accept Donna Adams resignation from her position of paraprofessional effective September 1, 2008.</p> | <p>D. ADAMS
RESIGNATION</p> |
| <p>5. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve Heidi Noctor as a full-time paraprofessional effective September 24, 2008, through June 30, 2009, at a prorated salary of \$12,227, criminal history check complete, as recommended by the Superintendent.</p> | <p>H. NOCTOR
PARA-
PROFESSIONAL</p> |
| <p>6. MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve L. Lemp's request for an unpaid leave under the Family Leave Act, as recommended by the Superintendent.</p> | <p>L. LEMP
UNPAID LOA</p> |

Approval Agenda Curriculum/Policy/Facilities

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| <p>1. MOTION by Ms. Curto, second by Ms. Reyes and carried by unanimous vote that the Board approve revised policy number 4112.8 and 4212.8, "Nepotism."</p> | <p>Nepotism
Policy Revision</p> |
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| 2. | MOTION by Ms. Curto, second by Ms. Reyes and carried by unanimous vote that the Board approve the submission of the Special Education Monitoring Self-Assessment Document to the NJ Department of Education, Office of Special Education Programs. | Special
Education
Self-
Assessment |
| 3. | MOTION by Ms. Curto, second by Ms. Reyes and carried by unanimous vote that the Board approve the Integrated Pest Management Program for FY 2008/2009. | Integrated Pest
Management |
| 4. | MOTION by Ms. Curto, second by Ms. Reyes and carried by unanimous vote that the Board approve a Memorandum of Agreement between the Mansfield Township Police Department and the Mansfield Township Board of Education. | Memorandum
of Agreement |

Approval Agenda Finance

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| 1. | MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve the following bills list: <ul style="list-style-type: none"> • September 11, 2008, to September 25, 2008, in the amount of \$753,884.83. | Bills List |
| 2. | MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous roll call vote that the Board approve staff travel as per the September 25, 2008, report. | Travel
Approval |
| 3. | MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board accept a \$20 Home Depot Gift Certificate from West Morris Area YMCA for the use of the school parking lot . | Accept Home
Depot Gift
Card |
| 4. | MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve Approve the disposal of the following copy machines with a \$0 fair market value: <ul style="list-style-type: none"> • Savin 9700, MN005 • Savin 9945DPE, MN006, MTBE Inventory # 00002002 | Disposal of
Property |
| 5. | MOTION by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve Payment #2, as certified by Gianforcaro Architects, to Panoramic Window & Door Systems, Inc. in the amount of \$121,196.25. | Payment
Approval |

Public Participation

1. Ms. Richardi inquired about the IRS rate. **IRS Rate**
2. Ms. Kearny stated that the following was a personal opinion: (1) The Special Ed Department misses Catherine Brennan and (2) felt that Special Ed staffing was “thin” and asked whether the Board would revisit the cuts made to the Special Ed department last year. **Special Ed**

Discussion

None

Adjournment

MOTION by Ms. Curto, seconded by Mr. Bell and carried by all ayes that the September 25, 2008 Regular Meeting be adjourned. (8:03 p.m.)

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Rich Young
Vice President