

**Mansfield Township Board of Education  
Minutes Regular Meeting  
October 23, 2008**

**Call to Order**

Mr. Stabile opened the October 23, 2008 Regular Meeting of the Mansfield Township Board of Education at 7:59 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 Mr. Richard Young Mr. John Bell (arrived 8:10 p.m.) Ms. Barbara Curto Ms. Tracey Janowski Mr. Kenneth Polakowski Ms. Kari Reyes Mr. Russell Uhrig	Absent: Ms. Diane Margolin
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Mr. Kemp, Ms. Roszkowski and four community and/or staff members were present.

**Communications**

Ms. Roszkowski read the following:

A September 29, 2008 letter from Ms. Mary Jane Tanner advising “. . . that the attainment of the 2007-08 school level objectives were approved. They may now be presented to your Board of Education for approval no later than October 31, 2008.”

**Attainment of  
School Level  
Objectives**

**Administrative Report**

Mr. Kemp reported the following:

1. The QAAR does not have to be presented because QSAC now takes its place. During out QSAC meetings, we found that curriculum is not up to date with 2004 standards. Pacing guides are needed. These will be developed and we will be working with the teachers to get these in place.
2. We had a meeting on October 13 with teachers who need the highly qualified designation and who will be taking the Praxis to achieve same.

**QSAC Update**

**Highly Qualified**

- 3. Ms. Baker’s G&T class created a video on how technology can improve education. They will come to a Board of Education meeting to present same. **G&T Video**
- 4. Enrollment is at 691 as of October 15, 2008 vs. 704 reported last October 15. **Enrollment**
- 5. We are targeting seven students to be serviced by the state-required school initiative. We are moving ahead and will open another pre-school classroom. The State will contribute approximately \$14,000 for startup costs and will provide approximately another \$12,000 per student. Great Meadows has reached out to us to take their students on a tuition basis. **Pre-school Initiative**
- 6. There is a school nurse substitute shortage. We will be placing an “all-call” in the newsletter and reaching out to Warren County Special Services to ensure that we have some one available as a back up when needed. **School Nurse Substitutes**

**Public Participation**

None

**Approval Agenda**

- 1. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board approve the submission of the updated M-1 report projecting 2009/2010 maintenance requirements. **M-1**
- 2. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board approve the School Nursing Plan as presented and its submission to the Department of Education. **NURSING PLAN**
- 3. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board adopt the following resolution: **CMP**

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of the Mansfield Township School are consistent with these requirements, and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**Now Therefore Be It Resolved**, that the Mansfield Township Board of Education hereby approves the attached Comprehensive Maintenance Plan (CMP);

**Be It Further Resolved** that the Mansfield Township Board of Education authorizes the School Business Administrator to submit the attached CMP for the Mansfield Township School in compliance with Department of Education requirements.

- 4. **MOTION by Ms. Janowski, second by Mr. Bell** and carried by unanimous vote that the Board certify that the Mansfield School District has numerous projects identified in its 2005-2010 Five Year Long Range Facility Plan that have not yet been initiated or advanced. These projects have an *estimated* total cost over the five-year period of \$1,076,500. It is *estimated* that the district may be eligible for state debt service or EDA grant funds for these projects in the amount of \$430,600. Accordingly, the estimated local share of these projects is \$645,900. The local share amount of \$645,900 represents the maximum amount the Mansfield School District may have on deposit in its capital reserve fund for the 2008-2009 school year.

**LRFP  
LOCAL SHARE/  
STATE SHARE**

**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:
  - September 25, 2008 Regular Meeting
  - October 9, 2008 Work Session [Abstain: Ms. Curto]

**Minutes  
Approval**

**Approval Agenda  
Personnel**

- 1. **MOTION by Mr. Young, second by Mr. Bell** and carried by unanimous vote that the Board approve Kevin Johnson as a substitute custodian (criminal history check pending) as recommended by the Superintendent.
- 2. **MOTION by Mr. Young, second by Mr. Bell** and carried by unanimous vote that the Board approve the job description for the Library Aide as recommended by the Superintendent.

**K. JOHNSON  
SUBSTITUTE  
CUSTODIAN**

**JOB  
DESCRIPTION –  
LIBRARY AIDE**



- October 1, 2008, to October 23, 2008, in the amount of \$569,436.19.
  
- 2. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous roll call vote that the Board approve the Treasurer’s and Secretary’s monthly financial reports as of August 31, 2008, with a balance of \$1,538,968.48. **Treasurer’s/ Secretary’s Reports**
  
- 3. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board 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:23-2.11(b) for the months of August 31, 2008 with a balance of \$1,538,968.48. **Certification**
  
- 4. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous roll call vote that the Board approve the October Travel Report. **Travel**
  
- 5. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve the September transfers as listed on the October 23, 2008 Transfer Report. **Transfers**
  
- 6. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board accept FY 2009 IDEA-B grant award in the following amounts: **Accept IDEA-B Funds**
  - Basic \$165,827
  - Preschool \$ 7,070
  
- For the grant year beginning September 1, 2008 through August 31, 2009.
  
- 7. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board accept FY 2009 NCLB grant award in the following amounts: **Accept NCLB Funds**
  - Title I \$70,271
  - Title II \$ 32,259
  - Title II-D \$ 585
  - Title III \$ 5,870
  - Title IV \$ 1,896

For the grant year beginning September 1, 2008, through August 31, 2009.

8. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve Mansfield as the lead LEA for NCLB Title III for the 2008/2009 school year.

**Title III Consortium/  
Lead LEA**

Note: Warren Hills Regional and Washington Borough Schools have formed a consortium with Mansfield Township School District in order to receive Title III funds since each district received less than \$10,000. If a district receives less than \$10,000, it may form a consortium with other districts in order to keep the funding. If it does not join/form a consortium, then the money has to be returned to the state.

9. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve the submission of the 2008/2009 NCLB Grant to the Department of Education.

**Submission of NCLB Grant**

10. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board accept Catholic Charities Diocese of Metuchen Child Assault Prevention (CAP) award in the amount of \$1,028.

**CAP Award**

11. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve submission of the windows replacement project, Phase II, to the Department of Education for approval and possible grant funding.

**Submission of Phase II Windows Project**

12. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board rescind the Board's contract with Eastern Armored Car Service effective September 1, 2008.

**Rescind Eastern Armored Car Contract**

Note: Eastern Armored Car Service informed the Board in a letter that the cost of their services was going to be in the range of \$700 per month.

13. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board enter into a cost-sharing cooperative with the Township of Mansfield to transport Board funds for the shared cost of gas.

**Co-operative Sharing w/Township**

Note: The Township's Financial Officer and the Business Administrator are proposing sharing the cost of gas and using a township vehicle to perform this duty as a cost-saving measure for both entities.

14. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board resolve that NCLB Title I-D grant monies in the amount of \$28,091 for the 2008/2009 school year will be refused because Warren Acres will be closing its facilities in December 2008.

**Refusal of Title I-D Funds**

Note: Grant monies were received by the District on behalf of Warren Acres.

- 15. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve a contract with the State of NJ to reimburse Mansfield Township Board of Education for MD’s tuition being paid out of Board funds to Stepping Stone School at a rate of \$214.51 per day (or \$49,337.30 for an extended school year), effective July 1, 2008 to June 30, 2009.

**Contract with State of NJ for Tuition**

**Public Participation**

- 1. Ms. Richardi inquired about the IRS rate and the State rate and whether any staff member received \$0.31.

**IRS Rate**

She was advised that no staff member received \$0.31 cents per mile. According to the latest clarification on mileage reimbursement, any bargaining unit that has a contract in place and states the “IRS Rate” as the rate of reimbursement, the IRS rate will be honored until the expiration of said contract. No staff member under the umbrella of the contract was affected.

**Discussion**

In keeping with the requirement contained in the September 29, 2008 letter from the County Office that an approval by the Board “no later than October 31, 2008” be obtained, the following action was taken:

**School Level Objectives**

**MOTION by Mr. Young, second by Mr. Bell** and carried by unanimous vote that the Board approve the 2007-08 school-level objectives as presented to the NJ Department of Education.

**Adjournment**

**MOTION by Ms. Curto, seconded by Mr. Bell** and carried by all ayes that the October 23, 2008 Regular Meeting be adjourned. (8:47 p.m.)

Respectfully submitted,

Mary E. Roszkowski  
SBA/Board Secretary

Rich Young  
Vice President