

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
APRIL 10, 2008**

CALL TO ORDER

Mr. Stabile, Board President, opened the April 10, 2008 Work Session at 7:05 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 3, 2007 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
Ms. Barbara Curto
Ms. Tracey Janowski
Mr. Kenneth Polakowski
Ms. Karri Siena-Reyes

Absent: Ms. Diane Margolin
Mr. Kevin Moore

Also present were: Dr. Seipp, Ms. Roszkowski and three staff and/or community members.

COMMUNICATIONS

The following letters were read by Ms. Roszkowski:

- 1. Ms. Jo Ann Zarrillo’s request for a day without pay on Tuesday, April 22, 2008. **J. ZARILLO
UNPAID LOA**
- 2. Ms. RoseAnn Chavez’s resignation/retirement letter effective July 1, 2008. **R. CHAVEZ
RETIREMENT**
- 3. Ms. Elizabeth Guzinski’s resignation/retirement letter effective July 1, 2008. **E. GUZENSKI
RETIREMENT**
- 4. Ms. Kathleen Shisler’s resignation/retirement letter effective June 30, 2008. **K. SHISLER
RETIREMENT**
- 5. Ms. Rebecca Summit’s letter request an unpaid maternity disability leave of absence beginning Monday, May 12, 2008 followed by a four-week disability leave following the birth of her child, followed b a twelve-week FMLA leave to commence at the conclusion of the disability leave. **R. SUMMIT
RETIREMENT**

CONSENT AGENDA

MOTION by Mr. Mr. Bell, second by Mr. Polakowski and carried by unanimous vote that the Board approve the minutes of the March 19, 2008 Public Hearing on Budget/Regular Meeting [with Ms. Curto abstaining]. **MINUTES**

APPROVAL AGENDA**Personnel**

1. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board approve Jo Ann Zarrillo's request for an unpaid leave of absence day on April 22, 2008 as recommended by the Superintendent. **J. ZARRILLO
UNPAID LOA**
2. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board accept RoseAnn Chavez's resignation/retirement effective July 1, 2008. **R. CHAVEZ
RETIREMENT**
3. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board accept Elizabeth B. Guzenski's resignation/retirement effective July 1, 2008. **E. GUZENSKI
RETIREMENT**
4. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board accept Kathleen J. Shisler's resignation/retirement effective June 30, 2008. **K. SHISLER
RETIREMENT**
5. **MOTION by Mr. Young, second by Ms. Reyes** and carried by unanimous vote that the Board approve Rebecca Summitt's request for an unpaid maternity disability leave of absence commencing May 12, 2008 followed by a four-week disability leave following the birth of her child (due on or before June 5) and 12-week FMLA leave to commence at the conclusion of the disability period. **R. SUMMITT
MATERNITY
LOA**

Dr. Seipp remarked that it is a sad day for the district that three highly professional people chose to leave the district, but that retirement was well deserved. RoseAnn Chavez's library skills are second to none. Betsy Guzenski has taught for a very long time and is incredibly organized. Kathy Shisler and Dr. Seipp go way back in time – Dr. Seipp taught Dan in the 5th grade. Kathy is incredibly efficient. All will be missed.

**THANK YOU
RETIRES –
YOU WILL
BE MISSED**

APPROVAL AGENDA**Curriculum/Policy/Facilities**

1. **MOTION by Ms. Curto, second by Ms. Reyes** and carried by unanimous vote that the Board approve the submittal of an Application for Approval **SUMMER
SCHOOL**

to Operate Summer School from July 7, 2008 to August 1, 2008.

APPLICATION

2. **MOTION by Ms. Curto, second by Ms. Reyes** and carried by unanimous vote that the Board approve a revised Memorandum of Agreement between the Mansfield Township Police Department and the Mansfield Township Board of Education. **REVISED MEMORANDUM OF AGREEMENT**

**APPROVAL AGENDA
FINANCE**

1. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve an emergency repair of the dishwasher’s booster heating element by Service Plus in the amount of \$2,079.00. **EMERGENCY REPAIR**
2. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve a contract between the Department of Children and Families for reimbursement of transportation fees for the 2007/2008 school year (\$1,668.00 per month) and from July 5, 2007 to August 15, 2007 (\$74.80 per day). **DYFS CONTRACT**
3. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous roll call vote that the Board approve Award the windows project contract for the Base Bid and Alternate #2 to Panoramic Windows, 125 Fleming Street, Piscataway, New Jersey in the amount of \$341,300 with a possible credit of \$6,000 if exit signs do not have to be replaced as per recommendation of the Superintendent. **BID AWARD – WINDOWS PROJECT**
4. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve travel and workshops per the April 10, 2008 Report. **TRAVEL**
5. **MOTION by Ms. Reyes, second by Mr. Bell** and carried by unanimous vote that the Board approve the March 31, 2008 I.D.E.I.A. Carryover in the amount of \$5,992 to be used for supplies. **IDEIA CARRYOVER**

PUBLIC

Ms. Kearny wanted to know the cost of Kindergarten Camp. Dr. Seipp responded that she believed it was \$50. **KINDERGARTEN CAMP**

DISCUSSION

1. Dr. Seipp reported that: **BUDGET, NJ ASK, ASBESTOS**
- Budget Presentations were made to the PTA, Breakfast with

Seniors (two people were in attendance), Coffee with Administration (two people were in attendance), and was presented over the WRNJ radio station. She encouraged everyone to talk to their neighbors and to remind their neighbors to vote on April 15, 2008 from 2 to 9 p.m.

- NJ ASK Grade 3 and 4 are done.
 - NJ ASK Grade 1 and 2 are to be held April 22, 23 and 25.
 - The asbestos project was done within the time limitations set and within the budget set.
2. Mr. Stabile expressed his appreciation for all of Mr. Moore's contributions and dedication to the children and the community as a Board Member for the past twelve years. He will be sorely missed. **THANK YOU MR. MOORE**
3. Ms. Roszkowski reminded all Board Members to hand in their signed Ethics Forms which are due April 15, 2008. **ETHICS FORMS**

ADJOURNMENT

With nothing further to discuss, the April 10, 2008 Work Session ended at 7:50 p.m. on *motion by Mr. Young, seconded by Ms. Reyes* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Rich Young
Vice President