

October 22, 2009

**Mansfield Township Board of Education  
Minutes Regular Meeting  
October 22, 2009**

**Call to Order**

Mr. Stabile opened the October 22, 2009 Regular Meeting of the Mansfield Township Board of Education at 7:30 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**

Present: Mr. Jeff Stabile Mr. Richard Young Mr. John Bell Dr. Clancy Ms. Barbara Curto Ms. Tracey Janowski (arrived 7:31 p.m.) Ms. Kari Reyes (arrived 7:31 p.m.) Mr. Russell Uhrig (arrived 7:31 p.m.)	Absent: Mr. Kenneth Polakowski
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Mr. Kemp, Ms. Roszkowski and two community and/or staff members were present.

**Communications**

None

**Report on Violence and Vandalism**

Mr. Kemp read the following statement:

“This evening I am delivering the annual Violence and Vandalism Report for the Mansfield Township School District in compliance with the state requirement that this report be shared with the community and Board of Education yearly.”

“I’ll begin by sharing the measures that we are employing to keep our school community safe. We continue our high expectations for school conduct and discipline. Our code of conduct has been revised and distributed to all parents in our school handbook. Mr. Melitsky and Eileen Bozzuffi attended a N.J. Department of Education sponsored workshop on October 21, 2009, to evaluate our Harassment, Intimidation, and Bullying Policy. Any necessary revisions will be drafted and brought to the Board of Education for approval. Students are taught respect for themselves and others on a daily basis as well as through programs such as Big Buddies which is

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run by our social worker Leslie Cook. Sixth grade students demonstrate respect for our school building by having jobs that keep our school clean and functioning efficiently. Students and faculty members alike are rewarded with “Caught You Being Good” certificates whenever they are observed doing something helpful or respectful.”

“We continue to work closely with local law enforcement. Our DARE program has been effective for many years, and we hope to continue the fifth grade program again this year to address the need for drug resistance. In addition to the DARE program, we cooperate with law enforcement through the Memorandum of Agreement and through meetings, as necessary, to address and improve any violence, vandalism, or safety concerns. The Mansfield Police have worked jointly with us to develop our emergency procedures. They also provide a regular visual presence by conducting building walk-throughs and assist with our practice of lock down drills. Mr. Kemp and Mr. Melitsky have attended the Mandatory Gang Awareness Training Seminar.”

“Administration and Guidance work closely together to address any disciplinary concerns before they become large problems. Our peer mediation program utilizes trained mediators to help students cordially solve disagreements. Our mediators also make weekly announcements promoting the character trait of the month. Mrs. Favreau is overseeing the second year of our “Ride with Character Program” promoting positive bus conduct and safety. We have also established a professional learning community to examine, evaluate, and improve character development throughout the district.”

“Our proactive approach has resulted in a safe school environment. We had only one reported incident of violence last year.”

Mr. Kemp asked if there were any questions. No one responded.

## **Administrative Report**

Mr. Kemp reported on the status of the following items:

1. Ms. Baker’s students submitted work to the student exhibits at the convention of the Association of Teachers of Mathematics of New Jersey. **Student Exhibits**  
All of the Mansfield submissions were recognized.

Congratulations to our second place winners: Jonathan Soares, Victoria Stabile, Justine Westley, Mark Szewczuk, Lauren Janowski and the team of Kasey Disessa and Sarah Wilchuck, for their work with geometric transformations and protractor construction. First place in this age category was awarded to former Mansfield student, Dustin Cheung, who submitted his sixth grade architecture project. Dustin’s award includes a blue ribbon and a \$500 savings bond.

2. This is School Violence Awareness Week. It is a state mandated week where all schools in NJ focus on how to prevent school violence. Mrs. Favreau has provided teachers with grade level specific lessons that they **School Violence Awareness Week**

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can do with their students throughout the week. Mrs. Favreau and the peer mediator have been providing an announcement each morning promoting a safe school environment.

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| 3. | Next week is Red Ribbon Week which celebrates a commitment to a Drug-Free America. Mrs. Favreau has an antidrug theme and specific type of dress for each day of the week.  | <b>Red Ribbon Week</b>  |
| 4. | Our reading specialist, Ms. Pezzolla, has sent out a survey to parents to identify topics of interest for evening workshops. She has also sent a survey out to staff to assess their perceptions about the strengths and weaknesses of our current writing program.   | <b>Parent Workshops</b> |
| 5. | We are ordering three more interactive white boards thanks to the technology donation from the PTA.   | <b>PTA Donation</b>     |
| 6. | NJ School Boards has finished reviewing our district's policy manual. Thanks to Mary and Eileen Bozzuffi the manual is notably better than the average district policy manual reviewed by NJSBA. According to NJSBA, the policies are clearly written and include positive, encouraging language. The policies are succinct and clearer than those of other districts. No outside assistance is recommended as the policy manual is clearly managed well by the district. | <b>Policy Manual</b>    |

### Public Participation

None

### Approval Agenda

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| 1. | <b>MOTION by Ms. Janowski, second by Ms. Reyes</b> and carried by unanimous vote that the Board of Education approve the submission of the updated M-1 report projecting 2010/2011 maintenance requirements to the Department of Education. | <b>M-1</b>                 |
| 2. | <b>MOTION by Ms. Janowski, second by Ms. Reyes</b> and carried by unanimous vote that the Board of Education approve the School Nursing Plan as presented and its submission to the Department of Education.                                | <b>School Nursing Plan</b> |
| 3. | <b>MOTION by Ms. Janowski, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education adopt the following resolution:   | <b>CMP</b>                 |

**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

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**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 of Education 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 2009-2010 school year.

**Capital  
Reserve  
Maximum**

### **Consent Agenda**

**MOTION by Mr. Bell, second by Ms. Reyes** carried by majority vote [Abstentions: Mr. Stabile, Mr. Bell, Ms. Curto, Mr. Uhrig] that the Board of Education approve the minutes of the following meeting:

**Minutes  
Approval**

- October 8, 2009 Work Session.

### **Approval Agenda Personnel**

**MOTION by Mr. Young, second by Mr. Bell** and carried by unanimous vote that the Board of Education approve a \$500 stipend for Eric Morgan and Sue Ellyn Huizing in appreciation for running an excellent Summer Recreation Program as recommended by the Superintendent.

**Stipends**

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**Approval Agenda  
Curriculum/Policy/Facilities**

1. **MOTION by Ms. Curto, second by Mr. Bell** and carried by unanimous vote that the Board of Education approve the following 2009-2010 After School Clubs and their sponsors: **After School Clubs/Sponsors**

- American Sign Language      Kathy Jacoby
- Battle of the Books            Laura Baggerly  
(Grades 5 & 6)  
  
Jen Santa  
(Grades 3 & 4)
- Big Buddies                      Leslie Fulmer-Cook
- Chess & Checkers               Irene Sisco
- Craft Club                         Mary Schwarzenberger
- Drama                               Sue Codey  
Sharon O'Meara
- Game Club                         Jen Borrmann
- Harry Potter Book Club        Dawn Gizis
- Holiday Jam Session            Sandy Havrisko
- Homework Club                  Sharon Ford  
Diane Hogan  
Katie Larson  
Michele Zappulla
- Lego Club                         Heather Gilmartin
- Newsletter Club                 Robin Iaione
- Model Building Club            Irene Sisco
- Scrapbook Club                  Irene Sisco

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- Ski Club

Diane Hogan  
Chaperones: Diane Hogan, Katie  
Larson, Eric Morgan, Amy Richardi,  
Tanya Slate, John Melitsky

Mr. Kemp expressed his appreciation to staff for reviving the clubs and for bringing such a variety of creative activities to the students.

## Approval Agenda Finance

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| <p>1. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education approve the following bills list:</p> <ul style="list-style-type: none"> <li>• October 8, 2009, through October 22, 2009, in the amount of \$552,583.17.</li> </ul>  | <b>Bills List</b>                             |
| <p>2. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education approve the Treasurer's and Secretary's monthly financial reports as of August 31, 2009, with a balance of \$1,184,371.87.</p>   | <b>Secretary/<br/>Treasurer's<br/>Reports</b> |
| <p>3. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous roll call vote that the Board of Education resolve that after review of the Secretary's Monthly Financial Report (appropriations section) and consultation of the appropriate district officials, the 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 month of August 31, 2009, with a balance of \$1,184,371.87..</p> | <b>Certification</b>                          |
| <p>4. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education approve staff travel as per the October 22, 2009, report as attached.</p>  | <b>Travel</b>                                 |
| <p>5. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education approve the October 22, 2009 Transfer Report as follows:</p> <ul style="list-style-type: none"> <li>• Fund 10: \$15,180.00</li> <li>• Fund 20: \$25,774.00</li> </ul>  | <b>Transfers</b>                              |
| <p>6. <b>MOTION by Ms. Reyes, second by Mr. Bell</b> and carried by unanimous vote that the Board of Education approve Mansfield as the lead LEA for NCLB Title III for the 2009/2010 school year.</p>  | <b>Title III<br/>Lead LEA</b>                 |

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Note: Warren Hills Regional, Great Meadows 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.

### **Public Participation**

Ms. Kearney suggested that conferences not be held on an evening that the Board meets.

**Conferences**

**Discussion**

None

### **Adjournment**

***MOTION*** by Ms. Clancy, seconded by Ms. Curto and carried by all ayes that the October 22, 2009, Regular Meeting be adjourned.

(7:50 p.m.)

Respectfully submitted,

Mary E. Roszkowski  
SBA/Board Secretary

Rich Young  
Vice President