

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
SPECIAL MEETING MINUTES
JULY 25, 2011**

CALL TO ORDER

Mr. Uhrig opened the July 25, 2011 Special Meeting of the Mansfield Township Board of Education at 7:15 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, July 14, 2011, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present:	Mr. Russell Uhrig	Absent:	Dr. Clancy
	Ms. Karri Sienna-Reyes		
	Mr. Tim Barlow (arrived 7:30 p.m.)		
	Mr. John Bell		
	Ms. Barbara Curto		
	Ms. Tracey Janowski		
	Mr. Jeff Stabile		
	Mr. Jason Winch		

Also present were: Mr. Kemp, Mr. Melitsky and Ms. Roszkowski.
Community: No community and/or staff members were present.

Communications

Ms. Roszkowski read the following correspondence:

- | | |
|---|---------------------------------|
| 1. Letter from the Executive County Superintendent approving the Business Administrator's 2011/2012 contract. | BA CONTRACT
APPROVED |
|---|---------------------------------|

PUBLIC PARTICIPATION

None

CONSENT AGENDA

1. ***MOTION by Mr. winch, second by Mr. Bell*** and carried by majority vote [with Mr. Stabile abstaining on the June 23, 2011, Minutes] that the Board approve the minutes of the following meeting/(s): **Minutes**
- May 12, 2011, Executive Session;
 - June 23, 2011, Meeting;
 - June 23, 2011, Executive Session.

**APPROVAL AGENDA
PERSONNEL**

1. ***MOTION by Ms. Curto, second by Mr. Bell*** and carried by unanimous vote that the Board approve Meredith Feci as a maternity leave replacement, effective August 31, 2011, to November 18, 2011, at a pro-rated salary of \$46,835 (BA-1), (criminal history check complete) as recommended by the Superintendent **M. Feci
Maternity Leave
Replacement**
2. ***MOTION by Ms. Janowski, second by Mr. Bell*** and carried by unanimous vote that the Board approve the School Business Administrator's contract, effective July 1, 2011, to June 30, 2012, at a salary of \$93,002.00, as recommended by the Superintendent. **SBA Contract**
3. ***MOTION by Ms. Janowski, second by Mr. Bell*** and carried by unanimous vote that the Board approve A. Voss as a maternity leave replacement, effective April 29, 2011, to June 30, 2011, at a pro-rated salary of \$46,835 (BA-1), (criminal history check complete), as recommended by the Superintendent. **A. Voss
Maternity
Leave
Replacement**
- Note: In doing a review of the minutes in preparation for the audit, it was found that this motion was missing.
4. ***MOTION by Ms. Curto, second by Mr. Bell*** and carried by unanimous vote that the Board approve Mark Tyson to work as a summer Tech Aide, at an hourly rate of \$10.04 per hour, effective July 25, 2011, through August 30, 2011, as recommended by the Superintendent. **M. Tyson
Summer
Tech
Aide**

**APPROVAL AGENDA
FINANCE**

- | | | |
|----|--|---|
| 1. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the following bills lists: | Bills List |
| | <ul style="list-style-type: none"> • June 24, 2011, to June 30, 2011, in the amount of \$383,725.34. • July 1, 2011, to July 25, 2011, in the amount of \$228,629.91. | |
| 2. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the Treasurer's and Secretary's monthly financial reports as of May 31, 2011, with a balance of \$1,077,804.22. | Secretary/
Treasurer's
Reports |
| 3. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous roll call vote that the Board hereby resolve 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 month ended May 31, 2011, with a balance of \$1,077,804.22. | Certification |
| 4. | <i>MOTION by Mr. Winch, second by Mr. Bell</i> and carried by unanimous vote that the Board approve the following Fund Transfers, per the July 25, 2011, Fund Transfer Report/(s): | Transfers |
| | <ul style="list-style-type: none"> • 2011/2012 Budget: Fund 10 - \$950 | |
| 5. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous vote that the Board accept a lighting replacement quote from J. F. Young Electric Co. to install 186 Lithonia Lighting 2RTR5R lights at a cost of \$173.12 each light (fixture and labor included) and 5 exterior Lithonia Lighting OLV LED Wall Pack lights at a cost of \$305.24 each light (fixture and labor included). | Lighting
Replacement
Quote |
| | <p>Note: Contacted the following vendors for quotes, but did not receive a response:</p> <ul style="list-style-type: none"> • J. Pepe Electric (Sparta, NJ) • Power Pro Electric (Phillipsburg, NJ) | |
| 6. | <i>MOTION by Ms. Reyes, second by Mr. Bell</i> and carried by unanimous vote that the Board adopt the following resolution: | SAIF
Insurance
Renewal |

WHEREAS, the Mansfield Township Board of Education, hereafter referred to as “**Educational Facility**” is a member of the School Alliance Insurance Fund, hereinafter referred to as “**Fund**”; and

WHEREAS, said renewal membership terminates as of July 1, 2011 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- Workers’ Compensation
- Foreign Travel Liability
- Package – Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)
- Student Accident
- Supplemental Indemnity – Workers’ Compensation
- Security Guard Liability

WHEREAS, the **Educational Facility** desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2011 and ending July 1, 2014, at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or Department of Banking and Insurance.
2. The **Educational Facility’s** Business Official, Mary Roszkowski, is hereby appointed as the **Educational Facility’s** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and

made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

Note: There are many benefits that SAIF offers – some of which are: Free labor issue hotline; Free mandated employee training sessions with log-in information provided; Free sample policies such as the Harassment, Bullying, Intimidation; \$3,500 Bonus after attending Safety Courses.

PUBLIC PARTICIPATION

None

EXECUTIVE SESSION

- 1. **MOTION** by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve the following Resolution:

WHEREAS, the Board must consider matter(s) concerning personnel, 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. (7:29 p.m.)

- 2. **MOTION** by Mr. Stabile, second by Mr. Bell and carried by unanimous vote that the Board return to Regular Session. (8:19 p.m.)

Reconvene to Public Session

DISCUSSION AGENDA

- 1. **MOTION** by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board approve the submittal of the proposed Superintendent's contract to the Executive County Superintendent for review and approval.

Submit Superintendent Contract

- 2. **MOTION** by Ms. Reyes, second by Mr. Bell and carried by unanimous vote that the Board authorize the Business

Phase I

July 25, 2011

2187

Administrator to Request Quotes for Phase I Network Upgrade/
replacement of network switches, and to award a contract not to
exceed \$20,886.00.

**Network
Upgrade**

ADJOURNMENT

With no further business to discuss, the July 25, 2011, Special Session ended at 8:29 p.m.
on *motion by Ms. Curto, seconded by Mr. Bell* and carried by unanimous vote.

Respectfully submitted,

Mary E. Roszkowski
SBA/Board Secretary

Karri Reyes
Vice President