

Mansfield Township School District

Board of Education Monthly Meeting Minutes

December 9, 2019

I. Meeting Started 7:30pm

Open Public Meeting Statement

The New Jersey Open Public Meetings Law enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Mansfield Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof communicated to the Burlington County Times.

At times, it may appear to members of our audience that the board of education takes action with very little, if any, comment and, in many cases, a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter and is satisfied that it is ready to be presented to the board of education. The matter may have been previously discussed at the work session meeting. Board members preview the agenda items and discuss questionable items with the Superintendent or Business Administrator so that when they attend the meeting, there is usually no further need to question the issue. Only then is it voted upon as an action item at a public meeting.

Salute to the Flag

Roll Call of Board Members

| | | | |
|---------------------------------|----------------|---------------------------|-----------------------|
| Frank Armenante, Vice President | <i>Absent</i> | Ramy Reddy | <i>Present</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Present</i> |
| Leila Davis | <i>Present</i> | Maureen Villegas | <i>Arrived 7:32pm</i> |
| Stacey Nicosia | <i>Present</i> | Jared Fantasia, President | <i>Present</i> |
| Alison Perrone | <i>Absent</i> | | |

Administrators

| | | | |
|---------------------------------------|----------------|---------------------------------------|----------------|
| Tiffany Moutis, Superintendent | <i>Present</i> | Glenn Kershner, MTES Principal | <i>Present</i> |
| Danielle Morolda, Business Adm/Bd Sec | <i>Present</i> | Stacy Cullari, JHES Principal | <i>Present</i> |
| Fred Knaak, Facilities Manager | <i>Present</i> | Kelly Gamez, Curr. & Inst. Supervisor | <i>Present</i> |
| Jason Shainline, CST Supervisor | <i>Present</i> | | |

II. Superintendent of Schools – Public Presentations

October Spotlight Student for JHES - Zara Phillips
 October Spotlight Student for MTES - Cole Marchetti
 Recognition of Christine Flasser
 Recognition of Exiting Board Member, Maureen Villegas
 Dave McNally - Holman Frenia Allison

III. Public Comment 1

The Board of Education recognizes the value of public comment on educational issues and the importance of providing an opportunity to the public to express themselves on school-related matters of concern to the residents of Mansfield Township. To allow for a fair and orderly public comment period and in accordance with Board Policy no. 1120, individual comments are limited to two minutes and the total time for the public comment session will be thirty minutes. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

None

IV. Correspondence

ESU Acknowledgement of Cheryl Strickland

V. Committee Review

VI. Approval of Minutes, HIB and Enrollment

1. November 12, 2019 Minutes
2. Enrollment as of November 27, 2019

| Grade | Enrollment | Sections | Average per class |
|-----------------------|---------------------------|----------|-------------------|
| Kindergarten | 83 (Special Education: 3) | 4 | 20.75 |
| 1 st Grade | 61 (Special Education: 6) | 3 | 20.33 |

| | | | |
|---|--|---|-------|
| 2 nd Grade | 65 (Special Education: 7; 4 of which are self contained) | 4 | 16.25 |
| 3 rd Grade | 66 (Special Education: 14) | 4 | 16.50 |
| 4 th Grade | 75 (Special Education: 11; 4 of which are self contained) | 4 | 18.75 |
| 5 th Grade | 79 (Special Education: 17; 2 of which are self contained) | 4 | 19.75 |
| 6 th Grade | 97 (Special Education: 9; 2 of which are self contained - 1 from NH) | 4 | 24.25 |
| | Total: 529 | | |
| Preschool Disabled: | | | |
| PSD/Full Day | 10 General Education; PK3-4; PK4-4 Disability | | |
| | Total: 18 | | |
| Out of District Placement: | | | |
| BCSSSD, PASC: 4 th | 1 | | |
| Rockbrook/Skillman: 5 th | 1 | | |
| | Total: 2 | | |
| Total students in and out of district: 546 | | | |

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------------------|------------------|---------------------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Abstain #1, Aye #2</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Abstain #1, Aye #2</i> |
| Alison Perrone | <i>Absent</i> | | |

VII. Superintendent's Recommendations

The following items are presented for approval as recommendations by the Superintendent of Schools.

A. Contracts

1. Resolve to approve the Shared Services Agreement Between the Mansfield Township School District and the Northern Burlington County Regional School District for Fuel Services for December 1, 2019 and ending November 30, 2023.
2. Resolve to approve the Agreement for a One-on-One Teacher Assistant between Burlington County Special Services School District and Mansfield Township School District for Student 6549022348 during the 2019-2020 school year.

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

B. Personnel and Administration

1. Resolve to approve Phyllis Godley as a substitute teacher in Mansfield Township School District.
2. Resolve to approve the following staff members and their rates for participation in the Mansfield Township School District 2020 Summer Camp.

| Name | Title | # OF TEACHING HOURS @ \$60 PER HOUR | MAX TOTAL COMPENSATION | ACCOUNT NUMBER |
|------------------|-----------------------------------|-------------------------------------|------------------------|---------------------------|
| Ryan Byrdzinski | K-6 Summer Camp Sports Instructor | 80 teaching hours @ \$60 per hour | \$4,800 | 11-422-100-100-00-000-000 |
| Jenna Cleary | K-6 Summer Camp Art Instructor | 80 teaching hours @ \$60 per hour | \$4,800 | 11-422-100-100-00-000-000 |
| Lisa Dolci | K-6 Summer Camp STEM Instructor | 80 teaching hours @ \$60 per hour | \$4,800 | 11-422-100-100-00-000-000 |
| Elizabeth Janney | K-6 Summer Camp Drama Instructor | 80 teaching hours @ \$60 per hour | \$4,800 | 11-422-100-100-00-000-000 |

| | | | | |
|----------------|--|--------------------------------------|----------|---------------------------|
| Trenna Stout | K-6 Summer Camp Iron Chef Instructor | 80 teaching hours @ \$60 per hour | \$4,800 | 11-422-100-100-00-000-000 |
| Ahsley Raywood | Coordinator | Paid 7/15 and 8/15 | \$11,000 | 11-422-100-100-00-000-000 |

| Name | Title | # OF TEACHING HOURS @ \$60 PER HOUR | MAX TOTAL COMPENSATION | ACCOUNT NUMBER |
|--------------------|------------------|--|-------------------------------|---------------------------|
| Donna Carty-Pettit | Summer Camp Aide | 104 hours @ \$14.09 per hour | \$1,465.36 | 11-422-100-100-00-000-000 |

3. Resolve to approve the below staff members for curriculum writing participation and payment through Sustainable New Jersey funds.

| Name | Title | # OF TEACHING HOURS @ \$45 PER HOUR | MAX TOTAL COMPENSATION | ACCOUNT NUMBER |
|--------------------|----------------------|--|-------------------------------|---------------------------|
| Rhonda Marcantonio | Kindergarten Teacher | 3 hours @ 45/hour | \$135 | 20-190-100-610-01-000-030 |
| Hillary Lovenduski | 1st Grade Teacher | 3 hours @ 45/hour | \$135 | 20-190-100-610-01-000-030 |
| Kristen Spieler | 2nd Grade Teacher | 3 hours @ 45/hour | \$135 | 20-190-100-610-01-000-030 |

4. Resolve to approve the below staff members to serve as Title 1 After School Tutors.

| Name | Title | # OF TEACHING HOURS @ \$40 PER HOUR | MAX TOTAL COMPENSATION | ACCOUNT NUMBER |
|-------------|--------------|--|-------------------------------|-----------------------|
|-------------|--------------|--|-------------------------------|-----------------------|

| | | | | |
|-------------------|--|--|-------|-----------------------|
| Stephanie Johnson | Title 1 After-School Kindergarten ELA/Math Teacher | Up to: 14 Teaching Hours @ \$45/hour 14 Prep hours @ \$20/hour | \$910 | 20-231-100-100-00-151 |
| Terri Thomas | Title 1 After-School Kindergarten ELA/Math Teacher | Up to: 14 Teaching Hours @ \$45/hour 14 Prep hours @ \$20/hour | \$910 | 20-231-100-100-00-151 |
| Diane D'Amico | Title 1 After-School Grade 5 Math Teacher | Up to: 14 Teaching Hours @ \$45/hour 14 Prep hours @ \$20/hour | \$910 | 20-231-100-100-00-151 |
| Lisa Dolci | Title 1 After-School Grade 6 Math Teacher | Up to: 14 Teaching Hours @ \$45/hour 14 Prep hours @ \$20/hour | \$910 | 20-231-100-100-00-151 |

5. Resolve to approve the Mansfield Township School District staff members as substitutes for the Mansfield Township School District 2020 Summer Camp.
6. Resolve to approve the hire of Christa Edolo as the Social Worker, CST.SOC.000.01, at Mansfield Township School District at the pro-rated salary \$78,018 for MA Step 14 effective February 24, 2020.
7. Resolve to approve the resignation of Mandy Carnahan, AID.EXT.040.02, a 1:1 aide at Mansfield Township Elementary School, effective December 20, 2019.
8. Resolve to approve Mariyah Morgan as a 1:1 aide at Mansfield Township Elementary School, effective January 2, 2020, AID.EXT.040.02.
9. Resolve to approve Mariyah Morgan as a substitute aide for the Mansfield Township School District.
10. Resolve to approve Shana Lohnes as a Leave of Absence substitute for Kimberly Kendra, a part time aide, at the sub rate of \$13.00 per hour.
11. Resolve to approve Rosemarie Rose as a full-time custodian at Mansfield Township Elementary School at the pro-rated salary of \$35,380.80 (\$17.01/hour) effective February 1, 2020, CUS.FUL.040.01.

12. Resolve to approve Shelby Hensch as a substitute instructional aide for Mansfield Township School District.

13. Resolve to approve the resignation of Saree Barsoum as an instructional aide at JHES effective January 9, 2020.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

C. Curriculum/Instruction & Technology

1. Resolve to approve the below travel and related expenses.

| <i>EMPLOYEE/TITLE</i> | <i>TRAVEL DATES/LOCATION</i> | <i>SPONSORING ENTITY/ACCOUNT</i> | <i>EVENT DESCRIPTION</i> | <i>REGISTRATION FEE</i> | <i>HOTEL AND MEALS</i> | <i>MILEAGE/TOLLS/PARKING</i> | <i>TOTAL</i> |
|--|---|--|--|-------------------------|------------------------|------------------------------|-----------------|
| <i>Kelly Gamez/Supervisor Curriculum</i> | <i>Jan 30-31, 2020 in Atlantic City, NJ</i> | <i>NJASA/11-000-223-580-06-000-000</i> | <i>current tech in education</i> | <i>\$475.00</i> | <i>\$201.00</i> | <i>\$53.82</i> | <i>\$729.82</i> |
| <i>Tiffany Moutis/Superintendent</i> | <i>Jan 30-31, 2020 in Atlantic City, NJ</i> | <i>NJASA/11-000-223-580-03-000-000</i> | <i>current tech in education</i> | <i>\$475.00</i> | <i>\$201.00</i> | <i>\$53.82</i> | <i>\$729.82</i> |
| <i>Danielle Morolda/Business Administrator</i> | <i>Jan 30-31, 2020 in Atlantic City, NJ</i> | <i>NJASA/11-000-223-580-04-000-000</i> | <i>current tech in education</i> | <i>\$475.00</i> | <i>\$201.00</i> | <i>\$53.82</i> | <i>\$729.82</i> |
| <i>Stacy Cullari/JHES Principal</i> | <i>Jan 30-31, 2020 in Atlantic City, NJ</i> | <i>NJASA/11-000-223-580-06-000-000</i> | <i>current tech in education</i> | <i>\$475.00</i> | <i>\$201.00</i> | <i>\$53.82</i> | <i>\$728.49</i> |
| <i>Jason Shainline/Supervisor Special Svcs</i> | <i>1/14/20 in Monroe, NJ</i> | <i>NJPSA/11-000-223-580-05-000-000</i> | <i>Special Ed laws</i> | <i>FREE</i> | <i>\$0.00</i> | <i>\$19.11</i> | <i>\$19.11</i> |
| <i>Julie Katz/Counselor</i> | <i>1/9/20 in Westampton, NJ</i> | <i>BCPDI/11-000-223-580-06-000-000</i> | <i>Improve knowledge/skills as ABS</i> | <i>FREE</i> | <i>\$0.00</i> | <i>\$8.12</i> | <i>\$8.12</i> |

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

D. Policy and Procedures

1. Resolve to approve the Title 1 Handbook for the 2019-2020 school year.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

E. Facilities/Security & Transportation

1. Resolve to approve the monthly drills at John Hydock Elementary School and Mansfield Township School District.

| JOHN HYDOCK ELEMENTARY SCHOOL | | |
|-------------------------------|-------------------------|---------------------|
| Date/Time: | 11/26/19 | 11/18/2019 |
| Type of Drill | Fire | Lockdown |
| Duration of Drill | Approximately 5 minutes | Approximately 8 min |

| | | |
|--|---|--|
| Weather Conditions | Warm/Sunny | Cold/Cloudy |
| Participants of Drill | Entire student body and staff Approximately 250 people | Entire student body and staff Approximately 250 people |
| Brief Description of What Type of Drill was Conducted | Fire Drill was conducted without incident. | Lockdown drill did not go off as planned. The system still had a flaw in it. Mr. Knaak contacted the company and they came out immediately to take care of it. We believe the issue is resolved. |
| <p>Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: K Patton</p> | | |

| MANSFIELD TOWNSHIP ELEMENTARY SCHOOL | | |
|---|--|--|
| Date/Time: | 11/26/19 | 11/22/19 |
| Type of Drill | Lockdown | Fire |
| Duration of Drill | 4 MIN | 3 MIN 40 sec |
| Weather Conditions | Sunny and Nice | Cloudy and Cool |
| Participants of Drill | 369 | 374 |
| Brief Description of What Type of Drill was Conducted | Lockdown Drill was conducted with no incidents | Fire Drill was conducted with no incidents |
| <p>Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner</p> | | |

2. Resolve to approve the 6th Grade field trip to the University of Pennsylvania, Museum of Archaeology and Anthropology in Philadelphia, Pennsylvania in the month of January, 2020.
3. Resolve to approve the 5th Grade field trip to the Franklin Institute in Philadelphia, Pennsylvania in the month of June, 2020.
4. Resolve to approve the 2nd Grade field trip to Mansfield Township Elementary School in the month of December, 2019.
5. Resolve to approve the 2019-2020 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for Mansfield Township School District.
6. Resolve to approve the 2019-2020 Supplement to the Memorandum of Understanding between the Mansfield Township School District and the Mansfield Township Police Department.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

F. Finance and Budget

1. Resolve to approve the December 2019 Bills List.

| | |
|------------|--------------|
| | Batch 51 |
| Fund 10 | \$153.12 |
| | Batch 52 |
| Fund 10 | \$33.48 |
| Fund 20 | \$184.15 |
| | Batch 53 |
| Fund 10-11 | \$391,508.28 |
| Fund 10-12 | \$4,160.00 |
| Fund 20 | \$13,115.95 |
| Fund 63 | \$16,939.53 |
| | Batch 54 |
| Fund 71 | \$115.50 |

Batch 79,80

| | |
|------------|-------------|
| Fund 10 | \$34,606.27 |
| Fund 10-11 | \$12,538.22 |
| Fund 71 | \$1,151.04 |

2. Resolve to approve Payroll amounts for November 15, 2019 - \$352,893.09 and November 27, 2019 - \$348,681.62.
3. Resolve to approve the Board Secretary and Treasurer Report: Resolved that the financial reports of the Board Secretary and Treasurer of School Monies for October, 2019 which are in agreement be accepted and that pursuant to NJAC 6A:23A 16.10 (c) 4 certify that after consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Treasurer's Report for October 2019

Board Secretary Report for October 2019

4. Resolve to approve the monthly transfer for December 2019.
5. Resolve to approve the Mansfield Township School District Superintendent 2019-2020 Merit Goals and payment.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

VIII. New Business

Discussion and agreement of changing BOE meeting times to 6:30pm and holding committee meetings via telephone for the 2020 year.

IX. Old Business

January 2020 Reorg Meeting to be held at 6:30pm with the Regular Meeting to follow

The Superintendent mentioned the idea of using a professional demographer for an enrollment projection.

X. Public Comment 2

The Board of Education recognizes the value of public comment on educational issues and the importance of providing an opportunity to the public to express themselves on school-related matters of concern to the residents of Mansfield Township. To allow for a fair and orderly public comment period and in accordance with Board Policy no. 1120, individual comments are limited to two minutes and the total time for the public comment session will be thirty minutes. To

protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

None

XI. Executive Session at 8:31pm

Motion to Open Executive Session

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

N.J.S.A. 10:4-6 et seq provides that a public body may hold a closed session under certain statutory exceptions to the New Jersey Open Public Meetings Act with a general description of the exceptions being as follows:

1. Items forbidden by specific legal action
2. Right to receive federal funds
3. Invasion of individual privacy
4. Collective bargaining negotiations
5. Purchase/lease/acquisition of real property
6. Items where immediate disclosure would impair public safety
7. Any matter anticipating litigation or contract negotiation
8. Terms and conditions of employment/personnel matters
9. Penalty or loss of license to an individual

The President of the Board of Education has determined that such a circumstance exists which warrants a closed executive session under **item(s) #8** as above indicated and that the conducting of a closed executive session was duly authorized by the adoption of this Resolution. The subject to be discussed is as follows:

8. Terms and conditions of employment/personnel matters

Motion to Adjourn Executive Session at 9:29pm

Moved by: *Maureen Villegas*

Seconded by: *Leila Davis*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |

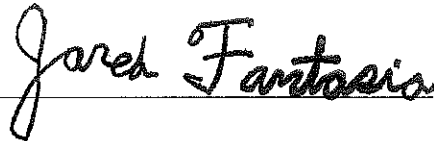
XII. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 9th day of December, 2019; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the December 9, 2019, meeting of the Mansfield Township Board of Education be and is hereby adjourned at 9:31pm.


Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

| | | | |
|-------------------|---------------|------------------|------------|
| Frank Armenante | <i>Absent</i> | Ramy Reddy | <i>Aye</i> |
| Abbey True Harris | <i>Absent</i> | Lisa Willever | <i>Aye</i> |
| Leila Davis | <i>Aye</i> | Maureen Villegas | <i>Aye</i> |
| Stacey Nicosia | <i>Aye</i> | Jared Fantasia | <i>Aye</i> |
| Alison Perrone | <i>Absent</i> | | |



Jared Fantasia, BOE President



Danielle Morolda, Secretary to the Board

{OFFICIAL SEAL}

CERTIFICATION OF THE BOARD SECRETARY
