



Mansfield Township School District

Board of Education Monthly Meeting Minutes

November 12, 2019

I. Meeting to Started 7:31pm

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>Present</i>	Ramy Reddy	<i>Present</i>
Abbey True Harris	<i>Arrived 8:09</i>	Lisa Willever	<i>Present</i>
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Present</i>
Stacey Nicosia	<i>Present</i>	Jared Fantasia, President	<i>Absent</i>
Alison Perrone	<i>Present</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>Absent</i>
Jason Shainline, CST Supervisor	<i>Present</i>		

II. Superintendent of Schools – Public Presentations

Spotlight Students:

October Spotlight Student for JHES - Alexander John
October Spotlight Student for MTES - Brendan Schwartz

Recognition of Perfect NJSLA Scores:

Veronica Chopyk (Teacher: Ms. Tellefsen and Ms. Wemple)
Emma Dolci (Teacher: Ms. Cohen)
Mia Joyce (Teacher: Ms. Brown)
Megan Perrone (Teacher: Ms. Scheinfeld)
Hailey Tamagno (Teacher: Ms. Fitzpatrick)
Mara Vrinceanu (Teacher: Ms. Scheinfeld)

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.

Diane D'Amico, 445 Borden Road, spoke to the Board about being denied a personal day.

IV. Correspondence

There is no correspondence.

V. Committee Review

VI. Approval of Minutes, HIB and Enrollment

1. October 14, 2019 Minutes
2. BOE HIB Decision on 203053_MTE_09202019
3. Enrollment as of October 31, 2019

Grade	Enrollment	Sections	Average per class
Kindergarten	84 (Special Education: 3)	4	21.00
1 st Grade	62 (Special Education: 6)	3	20.67
2 nd Grade	66 (Special Education: 8; 4 of which are self contained)	4	16.50
3 rd Grade	66 (Special Education: 14)	4	16.50
4 th Grade	75 (Special Education: 11; 3 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; PK4-3 Disability		
	Total: 17		
Out of District Placement:			
BCSSSD, PASC: 4 th	1		
Rockbrook/Skillman: 5 th	1		
	Total: 2		
Total students in and out of district: 548			

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante

Aye

Ramy Reddy

Aye

Abbey True Harris

Aye

Lisa Willever

Aye

Leila Davis

Absent

Maureen Villegas

Aye

Stacey Nicosia

Aye

Jared Fantasia

Absent

Alison Perrone

Aye

VII. Superintendent's Recommendations

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

A. Personnel and Administration

1. Resolve to approve Kelle Rhodes, a Northern Burlington Regional Middle School special education teacher, to conduct two evaluations at Mansfield Township School District for LDTC certification completion.
2. Resolve to approve Victoria Furbeck, an MTSD Instructional Assistant with a CEAS Elementary School Teacher K-6 Certificate, as a Home Instructor.
3. Resolve to approve the maternity leave of Kim Kendra effective January 21, 2020 through June 30, 2020 with the use of up to two personal days and sixteen sick days.
4. Resolve to approve Sharmeen Khan as a sub aide for the Mansfield Township School District.
5. Resolve to approve the below staff as the Winter Session MTES After School Club instructors.

Name	Title	# OF TEACHING HOURS @ \$45 PER HOUR + \$20 PREP = \$65 PER HR TOTAL	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Tony Bilfulco	Sports Club Instructor	\$45hr/\$20 per prep	\$910	11-401-100-101-02-000-040
Sandra Place/Gail Rowan	Art Club Instructor	Place = 7 weeks @ \$45hr/\$20 per prep Rowan = 7 weeks \$45hr/\$20 per prep	Place =\$455 Rowan = \$455	11-401-100-101-02-000-040
Allison Demarco	STEM Club Instructor	\$45hr/\$20 per prep	\$910	11-401-100-101-02-000-040
Jill Fitzpatrick	Technology Club Coordinator	\$45hr/\$20 per prep	\$910	11-401-100-101-02-000-040

6. Resolve to approve the below dates for the maternity leave of Ashley Raywood.
 - 12/2/19 - 1/15/20 (Paid sick days)
 - 12/9/19 - 3/16/20 (NJFLA and FMLA)
 - 3/17/20 - 3/31/20 (Unpaid)
 - 4/1/20 - 4/8/20 (Paid sick days)
 - Return to Work on 4/20/20
7. Resolve to approve the below staff as the Winter Session JHES After School Club instructors.

NAME	TITLE	# OF TEACHING HOURS @ \$45 PER HOUR + \$20 PREP = \$65 PER HR TOTAL	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Ryan Brydzinski	Instructor of Sports Club @ JHES	14 Sessions @ (1 hr per Session) 1/22/20 -3/11/20	\$910.00	11-401-100-1 01-01-000-33 0
Kristen Spieler	Instructor of STEM Club @ JHES	14 Sessions @ (1 hr per Session) 1/22/20 -3/11/20	\$910.00	11-401-100-1 01-01-000-33 0
Kristine Perro	Instructor of Art/Crafts Club @ JHES	14 Sessions @ (1 hr per Session) 1/22/20 -3/11/20	\$910.00	11-401-100-1 01-01-000-33 0
Katelyn Fehn	Instructor of Musical Club @ JHES	14 Sessions @ (1 hr per Session) 1/22/20 -3/11/20	\$910.00	11-401-100-1 01-01-000-33 0

8. Resolve to approve Adrianna Anghelone as a Leave of Absence substitute effective November 13, 2019 at the substitute rate.
9. Resolve to approve Brian Vandermark as a Leave of Absence substitute effective November 18, 2019 at the substitute rate.
10. Resolve to approve Tara Kowalczyk as a Leave of Absence Substitute effective January 6, 2020 at the sub rate and the John Hydock Elementary School Nurse effective March 2, 2020 at the prorated salary of \$62,437.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

B. Curriculum/Instruction & Technology

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

EMPLOYEE/TITLE	TRAVEL DATES/LOCATION	SPONSORING ENTITY/ACCOUNT	EVENT DESCRIPTION	REGISTRATION FEE	MILEAGE/TOLLS/PARKING	TOTAL
Karen Omiatek/Math Coach	12/4/19 in Monroe, NJ	AMTNJ/11-000-223-5 80-06-000-000	teaching strategies in math	\$149.00	\$18.97	\$167.97
Amy Rivera/Child Study	12/4/19 in Monroe, NJ	AMTNJ/11-000-223-5 80-06-000-000	teaching strategies in math	\$149.00	\$18.97	\$167.97

2. Resolve to approve Student SID #5274316399 on Homebound Instruction pending CST Evaluation.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

C. Policy and Procedures

1. Resolve to approve Policy 3542.2, School Meal Program Arrears.
2. Resolve to approve Regulation 3542.2, Lunch Charge Procedure.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

D. Facilities/Security & Transportation

1. Resolve to approve the below usage of Mansfield Township School District facilities.

ORGANIZATION	DATE(S)	TIME	FACILITY
Blood Drive (American Red Cross)	3/4/20	1 to 8pm	MTES Gym (1/2 of it)
Legends HOA	12/3/19	7-9pm	MTES Media Center

Hat Not Hate	12/15/2019	8an-4pm	MTES Building
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2. Resolve to approve the submitted architectural plans submitted by The Design Collaborative for the secure vestibules to be placed at Mansfield Township Elementary School and John Hydock Elementary School in the 2020 summer.
3. Resolve to approve the monthly monthly drills at John Hydock Elementary School and Mansfield Township School District.

JOHN HYDOCK ELEMENTARY SCHOOL		
Date/Time:	10/30/2019	10/01/2019
Type of Drill	Fire	Lockdown Drill
Duration of Drill	Approximately 5 minutes	Approximately 14 minutes
Weather Conditions	Cloudy/Drizzle	Sunny/Warm
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 occurred due to a default in the new system. As Mrs. Patton went to do the morning announcements, it was set off. The situation has been corrected.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: K Patton		

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL		
Date/Time:	10/1/19	10/30/19
Type of Drill	Fire	Lockdown
Duration of Drill	4MIN	6 MIN

Weather Conditions	Sunny and Nice	Rainy
Participants of Drill	375	373
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted with no incidents	Lockdown Drill was conducted with no incidents
Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner		

4. Resolve to approve the 6th Grade field trip to Northern Burlington Middle School in the month of March.
5. Resolve to approve the 6th Grade field trip to Northern Burlington High School in the month of May.
6. Resolve to approve the 4th Grade field trip to Washington Crossings in the month of May.
7. Resolve to approve the below items for auction on GovDeals.

NorthEast Electric Pallet Stacker with battery charger

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

E. Finance and Budget

1. Resolve to approve the November 2019 Bills List.

Batch 50
Fund 10 \$1,574.50

Batch 51

Fund 10	\$362,046.34
Fund 20	\$19,890.66
Fund 63	\$17,275.42
Fund 71	\$336.00

	Batch 52	
Fund 71		\$2,719.56

	Batch 79	
Fund 10		\$7,251.94

	Batch 80	
Fund 10		\$6,211.72
Fund 71		\$856.04

2. Resolve to approve Payroll amounts for October 15, 2019 - \$364,739.78 and October 31, 2019 - \$355,811.99.
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 September, 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 September 2019

Board Secretary Report for September 2019

4. Resolve to approve the monthly transfer for November 2019.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

VIII. New Business

Date of January Re-organization Meeting - January 6, 2020
 Superintendent presents the idea of hiring a recruiter

IX. Old Business

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.

XI. Executive Session

Motion to Open Executive Session 8:44pm

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Aye</i>
Abbey True Harris	<i>Aye</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Absent</i>
Alison Perrone	<i>Aye</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) #3 and #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:

- 3. **Invasion of individual privacy**
- 8. **Terms and conditions of employment/personnel matters**

Motion to Adjourn Executive Session 9:08pm

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

XII. Additional Items

- 1. Resolve to approve the Mansfield Township Board of Education decision voted upon in Executive Sessionl

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

XIII. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 12th day of November, 2019; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the November 12, 2019, meeting of the Mansfield Township Board of Education be and is hereby adjourned at 9:09pm.

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

Jared Fantasia

Jared Fantasia, BOE President

Danielle Morolda

Danielle Morolda
Secretary to the Board

{OFFICIAL SEAL}

CERTIFICATION OF THE BOARD SECRETARY
