

Mansfield Township School District

Board of Education Monthly Meeting Minutes

September 9, 2019

I. Meeting to Start 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>Present</i>	Lisa Willever	<i>Present</i>
Leila Davis	<i>Present</i>	Maureen Villegas	<i>Present</i>
Stacey Nicosia	<i>Present</i>	Jared Fantasia, President	<i>Present</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>Absent</i>	Kelly Gamez, Curr. & Inst. Supervisor	<i>Present</i>
Jason Shainline, CST Supervisor	<i>Present</i>		

II. Executive Session

Motion to Open Executive Session at 7:35pm

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante, Vice President	<i>Absent</i>	Ramy Reddy	<i>Aye</i>
Abbey True Harris	<i>Aye</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Maureen Villegas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia, President	<i>Aye</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, 4, 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**
- 4. Collective bargaining negotiations**
- 8. Terms and conditions of employment/personnel matters**

Motion to Adjourn Executive Session at 9:19pm

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

III. Superintendent of Schools – Public Presentations

Presentation of Superintendent's Merit Goals for the 2019-2020 school year.

IV. 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.

V. Correspondence

There is no correspondence.

VI. Approval of Minutes and Enrollment

1. August 12, 2019 BOE Monthly Meeting Minutes
2. Enrollment as of August 29, 2019

Grade	Enrollment	Sections	Average per class
Kindergarten	79 (Special Education: 3)	4	19.75
1 st Grade	62 (Special Education: 6)	3	20.67
2 nd Grade	65 (Special Education: 7; 4 of which are self contained)	4	16.25
3 rd Grade	67 (Special Education: 12)	4	16.75
4 th Grade	75 (Special Education: 10; 3 of which are self contained)	4	18.75

5 th Grade	78 (Special Education: 17; 4 of which are self contained)	4	19.5
6 th Grade	94 (Special Education: 9; 2 of which are self contained - 1 from NH)	4	23.5
	Total: 520		
Preschool Disabled:			
PSD/Full Day	10 General Education; 7 PK3-3; PK4-4 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: 539			

Moved by: *Stacey Nicosia*

Seconded by: *Ramy Reddy*

Frank Armenante, Vice President *Absent*
 Abbey True Harris *Aye*
 Leila Davis *Aye*
 Stacey Nicosia *Aye*
 Alison Perrone *Aye*

Ramy Reddy *Aye*
 Lisa Willever *Aye*
 Maureen Villegas *Aye*
 Jared Fantasia, President *Aye*

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 Reading Recovery contract for the 2019-2020 school year with the Flemington-Raritan Regional School District.
2. Resolve to approve the 2019-2020 Extended School Year contract with Burlington County Special Services School District.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

B. Personnel and Administration

1. Resolve to approve the payment of unused sick days for Cathy Amarescu at \$1,485.00 (\$45/day x 33 days) from 11-190-100-106-04-150-040.
2. Resolve to approve Lisa Hogan as a Mansfield Township School District Substitute.
3. Resolve to approve Marc Nitka as a Mansfield Township School District Substitute effective 10/01/19 or later..
4. Resolve to approve Michele Kovac as a 2.5 hour per day lunch/recess aide at the rate of \$13.10 per hour for the 2019-2020 school year.
5. Resolve to accept the resignation of Instructional Aide, Ashley Averak, AID.EXT.040.02, effective August 28, 2019.
6. Resolve to approve TCNJ student teacher, Amandalis Barrood. Placement with MTES teacher, Carol Manion, for Elementary General Education/Instrumental Music from 9/2/2019 through 10/18/2019.
7. Resolve to approve the extra pay for additional 2019 summer work for Sandra Place at \$40/hour for six hours totaling \$240. 11-000-219-110-05-104-000
8. Resolve to approve the revised salary for Laurie Koon at \$13.59 per hour totaling \$17,289.88 for the year.
9. Resolve to approve the retirement of custodian, Cheryl Noel, CUS.FUL.040.01, effective February 1, 2020.
10. Resolve to approve the following teaching staff transfers for the 2019/2020 school year..

NAME	FROM	TO
Fehn, Katelyn	TCH.GR1.030.01	TCH.KIN.030.04
Lovenduski, Hillary	TCH.GR2.030.02	TCH.GR1.030.01

Cuccia, Jacqueline	TCK.BSK.030.02	TCH.GR2.030.02
Carney, Christine	TCK.BSK.040.03	TCH.BSK.030.02
Brophy, Stacy	TCH.GR4.040.010	TCH.BSK.040.03
Miller, Crystal	TCH.RRM.040.07	TCH.GR4.040.01
D'Amico, Estelle	TCH.GR6.040.01	TCH.RRM.040.07
Dolci, Lisa	TCH.RRM.040.06	TCH.GR6.040.01
Hope, Bonnie	TCH.PSD.040.01	TCH.RRM.040.06
Valeriano, Kathleen	TCH.MDS.040.02	TCH.RRM.030.04
Raywood, Ashley	TCH.GR6.040.02	TCH.MDS.040.02
Yockey, Denise	TCH.SCI.040.01	TCH.GR6.040.02

11. Resolve to rescind the hire of Michele Kovac as lunch and recess aide at Mansfield Township School District.
12. Resolve to approve the retirement of Cheryl Strickland, CST.SOC.000.001, as the Mansfield Township School District School Social Worker effective March 1, 2020.
13. Resolve to approve Telma Bill-Smith as an MVP substitute employee for the 2019/2020 school year.
14. Resolve to approve the retirement of school nurse, Christine Flasser, REL.NUR.030.01, effective March 1, 2020 with anticipated paid sick leave from January 9, 2020 through February 28, 2020.
15. Resovlel to authorize Mr. Acker to pursue settlement as authorized and discussed in executive session.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

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

C. Curriculum/Instruction & Technology

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

EMPLOYEE	DISTRICT ASSIGNMENT	TRAVEL DATES/DESTINATION	SPONSORING ENTITY	EVENT DESCRIPTION	FUNDING SOURCE	ACCOUNT SERIES	REGISTRATION FEE	MEAL ALLOWANCE	MILEAGE ESTIMATE + TOLLS	HOTEL RATE	TOTAL
Janet Strusz	Basic Skills	9/11, 10/3, 12/5, 12/6/19 in Ringoes, NJ	Cooper Hill Elementary School	Reading Recovery Continuing Contact - required to keep certification	PD Travel Curr	11-000-223-580-06-000-000	\$0.00	\$0.00	\$107.80	\$0.00	\$107.80
9 People (6-Administration and 3-BOE members)	Administration and BOE members	10/21-10/24/19 in AC	NJSBA/AC hotel - adding 10/24 adjustment of hotel/meals	School Board Conference networking	PD Travel BOE	11-000-223-580-09-000-000		\$445.50		\$1,000.00	\$1,445.50
Janet Strusz	Basic Skills	10/20-10/22/19 in Providence, RI	Lesley U. Center for Reading Recovery and Literacy Collaborative	Reading Recovery PD	PD Travel Curr	11-000-223-580-06-000-000	\$600.00		not reimbursing		\$600.00
Tiffany Moutis	Superintendent	10/4/19 in Tabernacle, NJ	Rewire 2.1	Workshop on equality for students	PD Travel Supt	11-000-223-580-03-000-000			\$13.23		\$13.23
Kelly Gamez	Supervisor Curriculum	10/4/19 in Tabernacle, NJ	Rewire 2.1	Workshop on equality for students	PD Travel Curr	11-000-223-580-06-000-000			\$13.23		\$13.23
Karen Omiatek	Math Coach	10/4/19 in Tabernacle, NJ	Rewire 2.1	Workshop on equality for students	PD Travel Curr	11-000-223-580-06-000-000			\$13.23		\$13.23
Nicole Riviello	Literacy Coach	10/4/19 in Tabernacle, NJ	Rewire 2.1	Workshop on equality for students	PD Travel Curr	11-000-223-580-06-000-000			\$13.23		\$13.23
Crystal Miller	Teacher Gd4	10/01/19 at Burlington Special	Classroom Management	Effectively manage student behavior	PD Travel Curr	11-000-223-580-06-000-000			\$7.98		

		<i>Services</i>	<i>That</i>							
			<i>Works</i>							
Jackie Cuccia	Teacher Gd2	10/01/19 at Burlington Special Services	Classroom Management That Works	Effectively manage student behavior	PD Travel Curr	11-000- 223-580- 06-000- 001			\$6.65	

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

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

D. Policy and Procedures

1. Resolve to approve the first reading of the Mansfield Township School District Title 1 Parent Involvement Policy for the 2019-2020 school year.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

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

E. Facilities/Security & Transportation

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

ORGANIZATION	DATE(S)	TIME	FACILITY
Girl Scouts - Leaders Monthly Meeting	2019 - 9/12, 10/10, 11/14, 12/5 2020 - 1/9, 2/13, 3/12, 4/9, 5/14	7-9:30pm	MTES Library

CHAS Welcome Back Luncheon	9/3/19	9am-1pm	MTES Cafeteria
CHAS - Back-to-School Night	9/17/2019	6:30-8pm	MTES Lobby
CHAS Room Parent & Membership Mtg	9/25/2019	6:30-9:30pm	MTES Library and Lobby
CHAS Back-to-School Night	9/26/2019	6:30-8pm	JHES Lobby
CHAS Planning Session	10/16/2019	7:30-9:30pm	MTES Library
CHAS - 4th Grade Halloween Party	10/18/2019	3:30-9pm	MTES Hall and Cafeteria
CHAS - Scholastic Book Fair Set-up and Blast off	10/25/2019	1-8PM	JHES Library
CHAS - Trunk or Treat	10/27/2019	5-8pm	MTES Parking Lot
CHAS - Scholastic Book Fair	10/28-11/1/19	8:30-3pm	JHES Library
CHAS Scholastic All-for-Books Collection	10/21-10/25/19	8:30am-6:30pm	JHES and MTES Lobby
CHAS Planning Session	11/13/2019	7:30-9:30pm	MTES Library
CHAS Family Paint Night	11/15/2019	5-9:30PM (5-6:30 set up)	MTES Cafeteria and Art Room
CHAS Santa's Toy Drive	11/18/19-12/13/19	Donation box in lobby for duration of days	JHES and MTES Lobby
CHAS Holiday Dessert Fundraiser Order Pick Up	11/18/19	3-7pm	MTES Lobby
CHAS Planning Session	12/4/19	7:30-9:30pm	MTES Library
CHAS Holiday Shop Set-Up	12-10-2019	7-9pm	JHES Library
CHAS Box Tops Contest	10/7-10/11/19	8:30am-6:30pm	JHES and MTES Lobby

2. Resolve to approve the below items to auction with GovDeals.

Smooth Fitness Treadmill - serial number SMUS-425-08040131

3. Resolve to approve the 6th grade field trips for the 2019-2020 school year as listed below.

UPenn Museum of Archaeology- Fall/ Winter
Northern Moving Up- March
Northern Field Day- May
Sawmill- June

4. Resolve to approve the 5th grade field trip for the 2019-2020 school year as listed below.

Franklin Institute - May

5. Resolve to approve the 4th grade field trip for the 2019-2020 school year as listed below.

Washington Crossing's State Park - May

6. Resolve to approve the 3rd grade field trip for the 2019-2020 school year as listed below.

Fernbrook Farms Environmental Education - October

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

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

F. Finance and Budget

1. Resolve to approve the September 2019 Bills List.

	Batch 50
Fund 10	\$499,246.65
Fund 20	\$6,690.59
Fund 40	\$300.00

	Batch 51
Fund 71	\$210.68

	Batch 53
Fund 10-11	\$248,385.68

2. Resolve to approve Payroll amounts for August 15, 2019 - \$101,254.00 and August 31, 2019 - \$77,135.47.
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 January, February, March, and April 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 July 2019

Board Secretary's Report for July 2019

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

Account Name	Account Number	From:	To:
Kindergarten Tch Sal	11-110-100-101-04-103-030	51346	
Perm Teach Sub	11-120-100-101-04-150-000		51346
Media Supplies MTES	11-000-222-610-02-000-040	65	
Equipment Media MTES	12-000-222-731-02-000-040		65
Nurse Supplies MTES	11-000-213-610-02-212-040	2855	
XTRA Orton Srv	11-000-217-320-05-324-040	2950	
CST Assist Tec Exams	11-000-219-390-05-343-137	3700	
CST Psychiatric Exams	11-000-219-390-05-414-137	1156.34	
QRTLY PD BENEFIT REIMB	82-190-100-250-00-112		10,661.34
MEDICAL INS	11-000-291-270-04-000-000	7186.52	
PRINC SAL MTES	11-000-240-103-04-100-040		3,194.91
PRINC SAL JHES	11-000-240-103-04-100-030		3,991.61
MEDICAL INS	11-000-291-270-04-000-000	5905.19	
Curr Super Sal	11-000-221-102-04-103-000		2,781.00
Maintenance Sal	11-000-261-100-04-103-000		3,123.71
Curr Sec Sal	11-000-221-105-04-103-000		0.24
Maint Sec Sal	11-000-261-105-04-103-000		0.24
Construction MTES	12-000-400-450-04-000-040	700	
Construction JHES	12-000-400-450-04-000-030		700.00
Summer Camp Sal	11-422-100-100-00-000-000	383.36	
Summer Camp Sup	11-422-100-600-00-000-000		183.36
Summer Camp Refunds	11-422-100-890-00-000-000		200
Totals		76247.41	76247.41

5. Resolve to approve 2019-2020 Purchasing Manual for the Mansfield Township School District.

Motion to Move Items

Moved by: *Lisa Willever*

Seconded by: *Stacey Nicosia*

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

VIII. New Business

*The BOE President suggested attendance of members at the Burlington County School Boards Meeting
The JHES parent pick-up procedures were discussed.*

IX. Old Business

The Business Administrator/Board Secretary presented the BOE with a fiscal review of MTSD's 2019 Summer Camp.

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.

No Comments

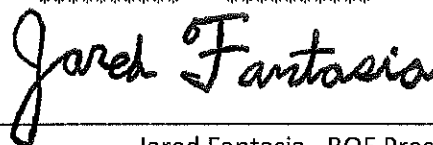
XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 9th day of September, 2019; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the September 9, 2019, meeting of the Mansfield Township Board of Education be and is hereby adjourned at 9:50pm.

Moved by: *Lisa Willever*

Seconded by: *Leila Davis*

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



Jared Fantasia, BOE President

D Morolda

Danielle Morolda
Secretary to the Board

{OFFICIAL SEAL}

CERTIFICATION OF THE BOARD SECRETARY
