

Mansfield Township School District

Board of Education Monthly Meeting Minutes

August 12, 2019

I. Meeting Started at 6:30pm

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>Present</i>	Ramy Reddy	<i>Present</i>
Abbey True Harris	<i>Present</i>	Lisa Willever	<i>Absent</i>
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Absent</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>Absent</i>
Danielle Morolda, Business Adm/Bd Sec	<i>Present</i>	Stacy Cullari, JHES Principal	<i>Absent</i>
Fred Knaak, Facilities Manager	<i>Absent</i>	Kelly Gamez, Curr. & Inst. Supervisor	<i>Absent</i>
Jason Shainline, CST Supervisor	<i>Absent</i>		

II. Superintendent of Schools – Public Presentations

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

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.

No Comment

IV. Correspondence

There is no correspondence.

V. Approval of Minutes and Enrollment

1. July 8, 2019 Meeting Minutes
2. Resolve to approve the executive decision on the below cases discussed on July 8, 2019.

202275_MTE_06112019
202538_MTE_06192019

3. Enrollment as of July 29, 2019.

Grade	Enrollment	Sections	Average per class
Kindergarten	76 (Special Education: 3)	4	19

1 st Grade	58 (Special Education: 6)	3	19.33
2 nd Grade	64 (Special Education: 7; 4 of which are self contained)	4	16.00
3 rd Grade	65 (Special Education: 11)	4	16.25
4 th Grade	71 (Special Education: 10; 4 of which are self contained - 1 student from NH)	4	17.75
5 th Grade	76 (Special Education: 17; 5 of which is self contained)	4	19.00
6 th Grade	93 (Special Education: 9; 2 of which is self contained - 1 student from NH)	4	23.25
Total: 503			
Preschool Disabled:			
PSD/Full Day	10 General Education; 6 PK4-FD		
Total: 16			
Out of District Placement:			
BCSSSD, PASC: 4 th	1		
Rockbrook/Skillman: 5 th	1		
Total: 2			
Total students in and out of district: 521			

Moved by: *Frank Armenante*

Seconded by: *Abbey True Harris*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Abstain 1,2</i>	<i>Approve 3</i>
Abbey True Harris	<i>Abstain 1,2</i>	Lisa Willever	<i>Absent</i>	
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Absent</i>	
Stacey Nicosia	<i>Abstain 1,2</i>	Jared Fantasia, President	<i>Aye</i>	
Alison Perrone	<i>Absent</i>			

VI. Superintendent's Recommendations

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

A. Contracts

1. Resolve to approve the 2019-2020 school year contract with Diamond Construction for services to repair sidewalks at Mansfield Township Elementary School and John Hydock Elementary School.
2. Resolve to approve the 2019-2020 school year contract with 360 Translations for translation services.
3. Resolve to approve the 2019-2020 school year contract with REM Audiology Association for educational audiology management services.
4. Resolve to approve the 2019-2020 school year contract with Cooper Learning Center for multiple consultation and assessment services.
5. Resolve to approve the Interlocal Service Agreement for the Media Specialist union with Springfield Township School District for 2019-2020 services.
6. Resolve to approve the 2019-2020 school year contract with Paul's Commodity Hauling for transportation of food.
7. Resolve to approve the 2019-2020 school year contract with Western Pest Services.
8. Resolve to approve the 2019-2020 school year contract with Patriot Roofing Inc.
9. Resolve to approve the award for architectural services with The Design Collaborative based on an hourly rate for services provided.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

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

B. Personnel and Administration

1. Resolve to approve the resignation of Jennifer Lemanski (AID.EXT.040.05) as a full time aide at MTES effective July 31, 2019.

2. Resolve to approve compensation for the following staff members for their participation at LATIC training on July 22 - 24, 2019.

Last Name	First Name	Max Number of hours	Rate of Pay	Not to exceed this amount	Account Number
Brophy	Stacy	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Cohen	Rachel	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Fehn	Kate	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Grosse	Meghan	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Hart	Deb	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Konopada	Maureen	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Papero	Kristina	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Rosenberg	Kim	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992
Rowan	Gail	18	\$40/hour	\$720	11-000-223-110-06-000 Ext: 7992

3. Resolve to approve the compensation for the following staff members for I-Ready summer training occurring on August 22, 2019.

Name	Title	# OF TEACHING HOURS @ \$40 PER HOUR	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Nancy Sager	Teacher	6 hours @\$40/hour	\$240	11-000-223-110-06-106-000
Gail Rowan	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000
Jenny Buono	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000
Sarah Weisenecker	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000
Deborah Boyce	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000

Bonnie Hope	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000
Carolyn Macauley	Teacher	6 hours @\$40/hour	\$240	11-000-223-110-06-106-000
Cheryl Mastowski	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000
Jill Fitzpatrick	Teacher	2.5 hours @\$40/hour	\$100	11-000-223-110-06-106-000

4. Resolve to approve the following leave for Ashley Raywood- paid sick leave from December 2, 2019 through December 6, 2019 and twelve weeks of Family Medical Leave from December 9, 2019 through March 16, 2020. Following will be unpaid leave from March 17, 2020 through April 19, 2020.
5. Resolve to approve the Practicum and Seminar in Administration Internship Agreement for Karen Omiatek for the 2019-2020 school year.
6. Resolve to approve extra compensation for the summer work of Julie Katz on July 2, 2019, 9:30am to 12:30pm at the rate of \$40/hr.
7. Resolve to approve the resignation of Ernie Turner as Treasurer of School Monies effective immediately.
8. Resolve to approve the hire of David Gorski as Treasurer of School Monies effective immediately at the annual rate of \$5,000.
9. Resolve to approve the following MVP Employees for the 2019/2020 school year.

Name	Title	Rate of Pay	ACCOUNT NUMBER
Bifulco, Anthony	Supervisor	\$40/hour	71-900-320-100-00-102
Parzyck, Kimberly	Coordinator	\$30/hour	71-900-320-100-00-102
Perro, Kristine	Coordinator	\$30/hour	71-900-320-100-00-102
Christiani, Antonia	Sub Coordinator	\$30/hour as needed	71-900-320-100-00-102
Porrini, Grace	Nurse	\$35/hour	71-900-320-100-00-102
Donner, Dale	Sub Nurse	\$35/hour as needed	71-900-320-100-00-102

Estronza, Victoria	Sub Nurse	\$35/hour as needed	71-900-320-100-00-102
Carty-Pettit, Donna	Group Leader	\$15/hour	71-900-320-106-00-104
Christiani, Antonia	Group Leader	\$15/hour	71-900-320-106-00-104
Matey, Diane	Group Leader	\$15/hour	71-900-320-106-00-104
Regotts, Jason	Group Leader	\$15/hour	71-900-320-106-00-104
Russo, Paulette	Group Leader	\$15/hour	71-900-320-106-00-104
Sadlon, Kristen	Group Leader	\$15/hour	71-900-320-106-00-104
Setikas, Gerda	Group Leader	\$15/hour	71-900-320-106-00-104
Sholes, Karen	Group Leader	\$15/hour	71-900-320-106-00-104
Szeker, Elise	Group Leader	\$15/hour	71-900-320-106-00-104
Thomas, Terri	Group Leader	\$15/hour	71-900-320-106-00-104

10. Resolve to approve the following Substitute Teachers for the 2019/2020 school year at a rate of \$100/day.

Name
Alpin, Christine
DiLeo, Jennifer
Doudoukjan, Drew
Foster, Trancye
Gross, Randi
Hogan, LisaMarie
Hussain, Raheela
Jackson, Darnel
Kominkiewicz, MaryJane

Kutz, Bridget
Lake, Sherie
Mangus, Barbara
Mills, Beverly
Mulcahy, James
Nirdlinger, Danielle
Pawlowski, Jennifer
Pursell, Olivia
Racz, Lisa
Regotts, Jason
Robson, Jean
Roesch, Edward
Rose-Grisham, Danielle
Sadowski, Laura
Stelljes, Dianne
Vilic, Tina
Wallace, Michael
Walter, Melanie
Weilbacker, Kathleen
Willever, Jessica
Willever, Patrick

11. Resolve to approve the following Substitute Instructional Assistants for the 2019/2020 school year at a rate of \$13/hour.

Name
Ahmed, Nosheen
DeLorenzo, Dorian
Kovac, Michele

12. Resolve to approve the following Substitute Nurses for the 2019/2020 school year at a rate of \$150/day.

Name
Daly, Jean
Donner, Dale
Estronza, Victoria

13. Resolve to approve the following Substitute Custodians for the 2019/2020 school year at a rate of \$13.75/hour.

Name
Becker, John
Belonzi, Alexander
Regotts, Jason
Wolverton, Timothy

14. Resolve to approve the following new hires for the 2019-2020 school year

Name	Title	Position Control Number	Location	Salary	Start Date
Allison Demarco	Reg Ed IA - Gr 3 - PT	AID.GEN.040.02	MTES	12,517.05	9/1/2019
Saree Barsoum	RC - IA - PT	AID.RRM.030.01	JHES	12,517.05	9/1/2019
Sandra Howard	PSD IA - PT	AID.PSD.030.02	JHES	15,383.55	9/1/2019
Joslyn Goos	Extra IA - MD - PT	AID.EXT.030.08	JHES	12,517.05	9/1/2019
Stephanie Neuhaus	Extra IA - RC - FT	AID.EXT.030.04	JHES	17,938.73	9/1/2019
Nicole Eppolito	Reg Ed IA - Gr 1 - PT	AID.GEN.030.03	JHES	12,517.05	9/1/2019

Laura Greer	Reg Ed - Gr 3 - PT	AID.GEN.040.01	MTES	12,517.05	9/1/2019
Laurie Koon	Extra IA - MD - FT	AID.EXT.030.03	JHES	16,666.47	9/1/2019

15. Resolve to approve Hillary Lovenduski to work an additional 2 hours @ \$60/hr for the 2019 Summer Camp at Mansfield Township School District.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Abbey True Harris*

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

C. Curriculum/Instruction & Technology

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

EMPLOYEE	DISTRICT ASSIGNMENT	TRAVEL DATES/ LOCATION	SPONSORING ENTITY	EVENT DESCRIPTION	FUNDING SOURCE	ACCOUNT SERIES	REGISTRATION FEE	MEAL ALLOWANCE	MILEAGE ESTIMATE + TOLLS	HOTEL RATE	TOTAL
Danielle Morolda	Business Administrator	9/19/19, 11/14/19, 2/11/20 in Robbinsville, NJ	NJASBO	Learn about business procedures	11-000-223-580-04-000-000	PD Travel Bus	\$150.00		\$23.73		\$173.73
Tiffany Moutis	Superintendent	10/16-10/18/19 in Long Branch, NJ	Foundation for Educational Administration, Inc	Presenting on executive learning/NJ PSA Fall Conference Ocean Place Resort	11-000-223-580-03-000-000	PD Travel Supt	\$356.00	\$91.50	\$34.79	\$300.00	\$782.29
Glenn Kershner	MTES Principal	7/30/19 in Middlesex County, NJ	Middlesex County Fire Academy	Portion of required continuing education for School Safety Specialist	11-000-223-580-02-000-040	PD Travel MTES	Free - info came out after July board mtg		30.94		30.94

Tiffany Moutis	Superintendent	March 13, 2020 thru March 16, 2020 in Los Angeles, CA	ASCD Empower 20	Improve leadership skills and discover staff development	11-000-223-580-03-000-000	PD Travel Supt	\$500.00	\$231.00	\$350 (flight - approximately)	\$900.00	approximately \$1981
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2. Resolve to approve the 2019-2020 Professional Development Plan for Mansfield Township School District.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Ramy Reddy*

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

D. Policy and Procedures

1. Resolve to approve the second reading of the below regulation and policy for the 2019-2020 school year.

Regulation 2418	<u>Section 504 of the Rehabilitation Act of 1973 - Students</u>
Policy 2418	<u>Section 504 of the Rehabilitation Act of 1973 - Students</u>

2. Resolve to approve the Procurement Procedure Policy for School Food Authorities.
3. Resolve to approve the Code of Conduct for Procurement for food services in the Mansfield Township School District.
4. Resolve to approve the After School Club Handbook for John Hydock Elementary School for the 2019-2020 school year.
5. Resolve to approve the 2019-2020 Staff Handbook for the Mansfield Township School District.
6. Resolve to approve the 2019-2020 Mentoring Plan for the Mansfield Township School District.
7. Resolve to approve the 2019-2020 Mentoring Plan Statement of Assurance for the Mansfield Township School District.
8. Resolve to approve the Danielson Framework as the Common Core State Standards rubric for assessment.
9. Resolve to approve the 2019-2020 Staff Evaluation Rubric for Mansfield Township School District.
10. Resolve to approve the change of the 2019 MTES Back to School Night date from September 19th, 2019 to September 17, 2019.

11. Resolve to approve the updated version of Mansfield Township School District's 2019-2020 School Calendar.

12. Resolve to approve the MTES Instructional Aide Handbook for the 2019-2020 school year.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

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

E. Facilities/Security & Transportation

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

ORGANIZATION	DATE(S)	TIME	FACILITY
Mansfield Twp Recreation - Men's basketball league	9/13/19-12/31/19	6:15-9:30pm Friday nights	MTES Gym
Primepoint men's basketball	Sept 2019-May 2020	6:15-8:30 JHES (9:30 MTES) Wednesday nights	MTES Cafeteria or Gym Sept thru Nov and JHES Gym Dec thru May
Northern Burlington Soccer Club	8/13/19 thru 12/8/19	11am-6pm on Sat/Sun for games and 5pm-9pm weeknights for practice	MTES 3 soccer fields

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

Electric Pallet Stacker
Year: Unknown
Condition: Poor

Portable Smart Boards 38" with Projectors - 2 of them
Model SB640
Year 2007

47 Desks
55 Chairs

Motion to Move Items

Moved by: *Abbey True Harris*

Seconded by: *Ramy Reddy*

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

F. Finance and Budget

1. Resolve to approve Bills List for July 2019.

Fund 10-11	\$19,617.28
Fund 20	\$1,829.05

Batch 51	
Fund 71	\$105.34

Batch 52	
Fund 10-11	\$263,913.58

2. Resolve to approve Payroll amounts for July 15, 2019 - \$79,546.45 and July 31, 2019 - \$100,174.45.
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 June 2019

Board Secretary's Report for June 2019

4. Resolve to approve the monthly transfer for June 2019.
5. Resolve to approve the addition of Cyber Insurance coverage with the School Alliance Insurance Fund for the 2019-2020 school year.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Ramy Reddy*

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

VII. Executive Session

Motion to Open Executive Session at 7:33pm

Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Aye</i>
Abbey True Harris	<i>Aye</i>	Lisa Willever	<i>Absent</i>
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Absent</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia, President	<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) #4** 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:

4. Collective bargaining negotiations

Motion to Adjourn Executive Session at 7:45pm

Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

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

VIII. New Business

Discussion was had about the possibility of merging with surrounding districts.

IX. Old Business

None

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.

Waived


XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 12th day of August, 2019; now, therefore, be it THEREFORE, BE IT RESOLVED, that the August 12, 2019, meeting of the Mansfield Township Board of Education be and is hereby adjourned at 8:01pm.

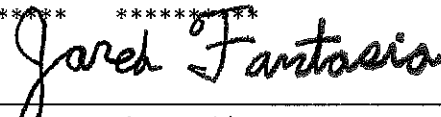
Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

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



 Danielle Morolda
 Secretary to the Board



 Jared Fantasia, President

{OFFICIAL SEAL}

***** CERTIFICATION OF THE BOARD SECRETARY *****