

Mansfield Township Board of Education

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Extract from the Minutes of a meeting of the
BOARD OF EDUCATION OF THE
TOWNSHIP OF MANSFIELD, WARREN COUNTY, N.J.
as recorded in the

OFFICIAL MINUTE BOOK

The Board of Education of the Township of Mansfield in the County of Warren, N.J. convened a meeting on November 16, 2017 at 7:34 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

Present:

Mr. Jim Momary
Ms. Karri Reyes
Mr. John Falco
Ms. Annamarie Lalevee
Mr. Jason Winch
Ms. Krysti Mastrolacasa

Absent

Mr. Michael Coombs
Ms. Christene Bland

Also present: Messrs. Kemp, DeAngelo, and Ms. Baker were present.

Community: Some members of MEA/Para's were present. Resident, Mr. Perry Edwards was present to discuss a bus stop location.

Public Comment

Executive Session held from 8:04 p.m. to 8:22 p.m. regarding personnel and legal.

Superintendent's Report
November 14, 2017

Admin.
Report

1. HIB Report --
 - a. 1 alleged cases of HIB investigated (#5)
 - b. Was not found to be HIB
2. Congratulations to our re-elected Board Members: Christine Bland, Anna Maria Lalevee, and Krysti Mastrolacasa. Also to our new board member Joseph Rodriques.

HIB

Election
Results

- | | |
|--|---|
| <ol style="list-style-type: none"> 3. Enrollment is 626. Last year we were at 646. 4. First marking period report cards go home tomorrow. 5. School Board Convention – Some of my sessions included: <ol style="list-style-type: none"> a. Technology resources b. Personal development c. Great networking opportunities | <p>Enrollment</p> <p>First Marking
Period
School Board
Convention</p> |
| <ol style="list-style-type: none"> 6. I attended the County-wide Security Meeting. I will be serving on the subcommittee to develop recommendations for teacher empowerment in the event of an active shooter. | <p>County-wide
Security
Meeting</p> |
| <ol style="list-style-type: none"> 7. Looking at lighting on the building for dark sidewalk areas. 8. Sue Ellyn’s Celebration of Life is Sunday from 1-4. There will be some speakers beginning at 1:30. There will also be a sixth grade promotion award in her name. | <p>Lighting
Celebration of
Life</p> |
| <ol style="list-style-type: none"> 9. Some of Ms. Baker’s initiative include the following: <ol style="list-style-type: none"> a. ESL - WIDA grading policy | <p>Ms. Baker
initiatives</p> |
| <p>NJDOE has published grading guidelines for EL students based on their WIDA scores. These have been shared with staff and has had direct impact, informing how classroom teachers are working with specific students who are still acquiring English language.</p> | |
| <p>b. Retentions and questions of grade placement</p> | |
| <p><i>Light’s Retention Scale; Principal’s Guide to Grade Retention and Promotion</i>
 These instruments will assist in guiding difficult decisions. The I&RS team sees this as a promising resource. Mrs. Raiello stated, “<i>This brings many factors into the conversation in a neutral, objective manner.</i>”</p> | |
| <p>c. Next Gen Science Standards Transition - Materials pilots</p> | |
| <ul style="list-style-type: none"> • Five sets of materials have been identified for potential pilots: two online and three hard copy. <ul style="list-style-type: none"> ○ New Jersey Center for Teaching and Learning Director Melissa Axelsson is scheduled to present 12/4/17 to all staff. NJCTL series is all online, mapped per NJSLS, and available at nominal charge. ○ Hard copy samples are on order from three publishers. Free trials for the second online series have been provided to all the grade level Science Reps. • Teachers will be examining options during grade level meetings to prioritize selections and plan how pilots will be implemented per grade level, to begin January or sooner. • Science leaders will develop criteria to evaluate material sets for potential purchase. | |

- If purchase is deferred due to funding, NJCTL materials will continue to be available for the following year.

d. Computer Science Program - moving forward at all grade levels

- Grades K-1 focus primarily on mouse skills, click-drag, basic navigation through Successmaker and websites (Starfall) for children often accustomed to touch screen; basic keyboard skills will be introduced midyear
- Grade 2 – Whole class lessons alternate Tynker coding with keyboarding, word docs, and spreadsheets
- Grade 3 – Weekly Media class periods are extended for every class to allow for 10-12 weeks of Tynker coding in whole class lessons; students may continue per individualized pacing during indoor winter recess.
- Grade 4 – Tynker coding lessons (12 week sequence) will be included in weekly Media classes during the second half of the year.
- Grades 5-6 – Tynker coding was introduced during math classes by Mrs. Teets. December's Hour of Code will kick off a weekly routine of incorporating Tynker or other coding activities during study time.

e. Boosterthon

- Pep Rally: 10/25/2017
- Fun Run: 11/03/2017
- Estimated School Pledge Profit: \$13,261 (based on 95% collection)
- Total Laps: 15,521
- # of Students with Laps: 447
- Lap Average: 34.72

Consent Agenda

1. *Motion by Mr. Winch, second by Mrs. Mastrolacasa* and carried by 7-0-0 vote to approve the minutes of the following meeting:
 - October 12, 2017, Regular Board Meeting

Minutes

**APPROVAL AGENDA
PERSONNEL**

1. *Motion by Mr. Winch, second by Mrs. Mastrolacasa* and carried by unanimous vote to Approve Mansfield Township School District to limit students

participating in the Choice Program to two percent of the number of students per grade per year.

**Choice
Program**

2. *Motion by Mr. Winch, second by Mr. Mastrolacasa* and carried by unanimous vote to approve the following 2017-2018 After School Clubs and their sponsors:

Student Clubs

Ski Club	Tanya Slate and Laurie O'Brien, Melissa Gillette, and Caryn Coscia
Homework Club 3 rd and 4 th Grade	Christina McLeavey (subs Abbate, Zappulla, Quinn, Florentine, Marmorato)
Homework Club 5 th and 6 th Grade	Laura Baggerly (subs Abbate, Zappulla, Quinn, Florentine, Marmorato)
Battle of the Books 5 th & 6 th	Laura Baggerly
Spike Video Productions	Kristin Baker, Robin Iaione, Ray Zuchowski
Science Club	Selena Donaldson (sub Katie Kline)
Battle of the Books 3 rd and 4 th	Katie Kline (sub Selena Donaldson)
Art	Selena Donaldson and Ruth Byrne (sub Katie Kline)
Chess Club	Donna McPhillips, Jennifer Teets, Jason Teets (volunteer)
Computer Science	Kristin Baker and Rich VanDien, Jason Teets (volunteer)

3. *Motion by Mr. Winch, second by Mrs. Mastrolacasa* and carried by unanimous vote to affirm/accept the findings regarding HIB Incidents presented at the October 12, 2017, meeting.

HIB

- 4.

Motion by Mr. Winch, second by Mrs. Mastrolacasa and carried by unanimous vote to approve the Uniform State Memorandum of Agreement between Education (Mansfield Twp. BOE) and Law Enforcement Officials.

**Memorandum
of Agreement**

Items 1-5 were moved on one motion

**APPROVAL AGENDA
PERSONNEL**

- | | | |
|----|---|--|
| 1. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the Step Change for Katie Kline from B4-5 (\$55,434) to B15 (\$56,109) \$675.00. | Step
Movement
Kline |
| 2. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the resignation of Michelle Stecky as Paraprofessional effective January 2, 2018. | Resignation –
Michelle
Stecky
Leave Request |
| 3. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the leave request from Employee SMID#32712606. | Lead Teacher |
| 4. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the job description for lead teacher. | Kristin Baker
Lead Teacher |
| 5. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous Kristin Baker as lead teacher effective November 20, 2017. | Contract
Change –
Valli
Contract
Change – Mrs.
McDonald |
| 6. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the revised contract change for Giovanni Valli effective January 2, 2018. | Oil Leak/Legal
Review |
| 7. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried by unanimous the revised contract change for Carla McDonald, contract from September 1, 2017 to November 15, 2017. Received \$2,350 s/b \$2,700. | Benefit
Payment |
| 8. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and unanimous vote to authorize the attorney review the documentation regarding the oil leak. | |
| 9. | <i>Motion by Mr. Momary, second by Mr. Winch</i> and carried on unanimous vote to pay \$5,700 to SIM ID# 660353. | |

**APPROVAL AGENDA
FINANCE**

- | | | |
|----|---|-------------------|
| 1. | <i>Motion by Mr. Winch, second by Mr. Momary</i> and carried by unanimous vote to approve the following bills list/(s): | Bill Lists |
| | <ul style="list-style-type: none">September 2017, Referendum Account: \$76,354.94; | |

- October 13, 2017, to October 31, 2017, Operating Account \$754,788.24;
- October 13, 2017, to October 31, 2017, Referendum Account \$0.00;
- October 13, 2017, to October 31, 2017, Cafeteria Account \$22,373.69;
- November 1, 2017, to November 16, 2017, Operating Account: \$627,307.15;
- November 1, 2017, to November 16, 2017, Referendum Account: \$26,874.00;
- November 1, 2017, to November 16, 2017, Cafeteria Account: \$24,042.09.

2. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the October 12, 2017, Workshop/Travel Requests. **Workshop/
Travel**
 3. ***Motion by Mr. Winch, second by Mr. Momary*** and carried by unanimous vote to approve the transfers on the Transfer Report, as follows: **Budget
Transfers**
 - Fund 10: \$ 9,760.30 (August 2017)
 - Fund 20: \$ 990.00 (August 2017)
 - Fund 30: \$29,874.00 (August 2017)
 4. ***Motion by Mr. Winch, second by Mr. Coombs and carried by unanimous vote*** to approve the Treasurer's and Secretary's monthly financial reports as of August 31, 2017, with a balance of \$2,116,463.93. **Treasurer's
and
Secretary's
Report**
- Items 1 through 4 were moved on one motion.**
5. ***Motion by Mr. Winch, second by Ms. Mastrolacasa*** and carried by roll call vote to 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:23A-16.10(a) for August 31, 2017, with a balance of \$2,116,463.93. **Treasurer's
and
Secretary's
Report**
 6. ***Motion by Mr. Winch, second by Ms. Mastrolacasa*** and carried by unanimous vote to approve a Contract with the State of New Jersey, Commission for the Blind and Visually Impaired, in the amount of \$1,900.00 for services rendered to Student ID# 8741717838, in the 2017-2018 Academic Year. **Commission
for Blind**

7. **Motion by Mr. Winch, second by Ms. Mastrolacasa** and carried by unanimous vote to approve Sussex County Regional Cooperative to provide transportation at a 4% administrative fee for Mansfield Township students for the 2017/2018 school year, with Hopatcong Schools being the lead education association. **Sussex Agreement**

8. **Motion by Mr. Winch, second by Ms. Mastrolacasa** and carried by unanimous vote to approve a Contract with Windsor Learning Center in the amount of \$64,050 for services rendered to Student ID# 7916378905, in the 2017-18 Academic Year. **Windsor Learning Center Agreement**

9. **Motion by Mr. Winch, second by Ms. Mastrolacasa** and carried by unanimous vote to approve a quote from Troxell for the balance of stage work in the amount of \$10,710.00 to be paid from referendum fund. **Troxell stage work**

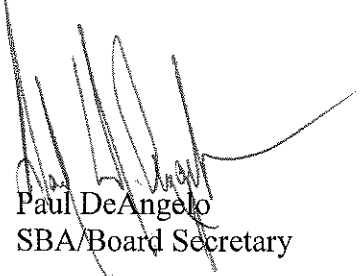
Items 6 through 9 were moved on one motion.

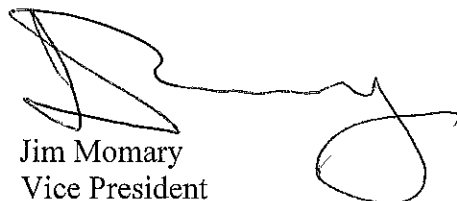
None

PUBLIC COMMENT

Discussion: Mr. Momary discussed various NJSBA trainings. Mr. Winch thanked Mansfield regarding her schooling. Mr. DeAngelo acknowledge his son at Riverside School District. Ms. McPhilips questioned the lead teacher position **DISCUSSION**

Adjournment on a motion from Mr. Winch and seconded by Mr. Falco at 9:05 p.m. **ADJOURNMENT**


Paul DeAngelo
SBA/Board Secretary


Jim Momary
Vice President