

Mansfield Township School District

Board of Education Monthly Meeting Minutes

April 8, 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>Present</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Present</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>Present</i>
Alison Perrone	<i>Present</i>		

Administrators

Tiffany Moutis, Superintendent	<i>Present</i>	Jason Shainline, CST Supervisor	<i>Present</i>
Joan Saylor, Interim Bus Admin	<i>Present</i>	Glenn Kershner, MTES Principal	<i>Present</i>
Danielle Morolda, Board Sec/Comp	<i>Present</i>	Stacy Cullari, JHES Principal	<i>Present</i>
Fred Knaak, Facilities Manager	<i>Present</i>	Kelly Gamez, Curr. & Inst. Super	<i>Present</i>

II. Superintendent of Schools – Public Presentations

John Hydock Elementary School Student Spotlight - Jacob Campbell
PARCC Score Comparison
Facility Update

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 public comment.

IV. Correspondence

There is no correspondence to report.

V. Committee Report

Personnel/Negotiations Committee – Reported by Frank Armenante
Building and Grounds/Security Committee – Reported by Stacey Nicosia

VI. Approval of Minutes and Enrollment

1. March 18, 2019 Meeting Minutes.
2. Enrollment as of March 29, 2019.

Grade	Enrollment	Sections	Average per class
Kindergarten	55 (<i>Special Education: 4</i>)	3	18.33

1 st Grade	68 (Special Education: 8; 5 of which are self contained)	4	17.00
2 nd Grade	68 (Special Education: 9)	4	17.25
3 rd Grade	73 (Special Education: 11; 4 of which are self contained)	4	18.25
4 th Grade	77 (Special Education: 15; 5 of which are self contained)	4	19.25
5 th Grade	90 (Special Education: 8; 2 of which is self contained - 1 student from NH)	4	22.50
6 th Grade	89 (Special Education: 20; 1 of which is self contained)	4	22.25
	Total: 521		
Preschool Disabled:			
PSD/Full Day	11 General Education; 9 PSD		
	Total: 20		
Out of District Placement:			
BCSSSD, PASC: 4 th and 6 th	2		
Rockbrook/Skillman: 5 th	1		
	Total: 3		
Total students in and out of district: 544			

Moved by: *Stacey Nicosia*

Seconded by: *Frank Armenante*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Abstain</i>	Lisa Willever	<i>Abstain</i>
Leila Davis	<i>Absent</i>	Maureen Villegas	<i>Abstain</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia, President	<i>Abstain</i>
Alison Perrone	<i>Aye</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 contract with the Educational Services Commission of New Jersey for out-of-district transportation services. ESCNJ 19 20
2. Resolve to approve Polar Shredding to provide shredding services for Mansfield Township School District. Polar Shredding 2019
3. Resolve to approve the jointure of Schools Health Insurance Fund along with the group's Indemnity and Trust Agreement. Resolution #1007

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Frank Armenante*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, President	<i>Aye</i>
Alison Perrone	<i>Aye</i>		

B. Personnel and Administration

1. Resolve to approve Glenn Kershner as the Affirmative Action Officer for the 2019-20 school year.
2. Resolve to authorize the Affirmative Action Team to conduct the Needs Assessment and develop a Comprehensive Equity Plan. The Affirmative Action Team consists of those below:

Tiffany Moutis
Glenn Kershner
Stacy Cullari
Jason Shainline
Kelly Gamez
Julie Katz

3. Resolve to approve Dr. Joan Saylor as an hourly employee for the Mansfield Township School District for the month of May, 2019 at the rate of \$75 per hour.
4. Resolve to approve the below staff members for the Mansfield Township School STEM mini-camp summer program, June 24th through June 26th, per the recommendation of the ESSA coordinator.

Staff Name	School	Position	Max Number of hours	Rate of Pay	Not to exceed this amount	Account Number
Gail Rowan	MTES	STEM Teacher	15 hours 5 prep hours	\$50/hour \$20/hour	\$850	20-280-100-100-06-156-040 ext. 7921
Denise Yockey	MTES	STEM Teacher	15 teaching hours 5 prep hours	\$50/hour \$20/hour	\$850	20-280-100-100-06-156-040 ext. 7921
Diane D'Amico	MTES	STEM Teacher	15 teaching hours 5 prep hours	\$50/hour \$20/hour	\$850	20-280-100-100-06-156-040 ext. 7921

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Frank Armenante*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, 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 AND TOLLS	HOTEL/MOTEL RATE	TOTAL
Tiffany Moutis	Superintendent	Caesars, Atlantic City, NJ May 15-17, 2019	NJASA/NJAPSA	Network-learn up-to-date programs	supt off wrkshp reg and supt reg bus trvl exp	11-000-223-580-03-208-111 11-000-223-580-03-901-111	\$550.00	\$165.00	\$55.61	\$210.00	\$980.61
Kelly Gamez	Supervisor Curriculum	Caesars, Atlantic City, NJ May 15-17, 2019	NJASA/NJAPSA	Network-learn up-to-date programs	cur/inst wrkshp reg and stf trn reg trvl srv	11-000-223-580-06-208-139 11-000-223-580-06-901-139	\$599.00	\$165.00	\$55.61	\$210.00	\$1,029.61

Stacy Cullari	Principal JHES	Caesers, Atlantic City, NJ May 15-17, 2019	NJASA/NJAPSA	Network-learn up-to-date program	cur/inst wrkshp reg and prin reg trvl JHES	11-000-223-580-06-208-139 11-000-223-580-01-901-030	\$599.00	\$165.00	\$55.61	\$210.00	\$1,029.61
Jason Shainline	Supervisor Special Svcs	Caesers, Atlantic City, NJ May 15-17, 2019	NJASA/NJAPSA	Network-learn up-to-date program	Cst wkshp reg/cst reg bus trvl	11-000-223-580-05-208-137 11-000-223-580-05-901-137	\$599.00	\$165.00	\$55.61	\$210.00	\$1,029.61
Donna Giampietro	School Secretary/Registrar	5/15/19 in Cinnamon, NJ	Burl Cnty Registrar Meeting	Gain knowledge how others register-policies practices	stf trn reg trvl srv	11-000-223-580-06-901-139	\$0.00	\$0.00	\$13.45	\$0.00	\$13.45
Kris Patton	School Secretary	5/15/19 in Cinnamon, NJ	Burlington County Registrar Meeting	Gain knowledge how others reg-policies/practices	stf trn reg trvl srv	11-000-223-580-06-901-139	\$0.00	\$0.00	\$12.03	\$0.00	\$12.03
Stacy Brophy	4th Grade Teacher	June 23-26, 2019 to Phila Convention Center	ISTE - Ed Tech Conference 2019	lates ed/tech prod and svcs -network-14 yr member to ISTE	Cur/inst wkshp reg and stf trn reg trvl svc	11-000-223-580-06-208-139 and 11-000-223-580-06-901-139	\$595.00	\$0.00	\$98.12	\$0.00	\$693.12
Karen Bressler	BSI Teacher MTES	September 27, 2019 in Princeton, NJ	Wilson/NewGranage School Princeton	Training to become a level 1 Wilson Certified Teacher	Cur/inst wkshp reg and stf trn reg trvl svc	11-000-223-580-06-208-139 11-000-223-580-06-901-139	\$2,400.00	\$0.00	\$14.82	\$0.00	\$2,414.82
Danielle Morolda	Comptroller	May 14, 2019 Robbinsville, NJ	NJASBO	Prepare for audit/closure books	cur/inst wrkshp reg-stf trn reg trvl srv	11-000-223-580-06-208-139 11-000-223-580-06-901-139	\$50.00	\$0.00	\$7.00	\$0.00	\$57.00
Stacy Cullari	JHES Principal	October 17-18, 2019 in Long Branch, NJ	NJPSA	NJPSA Fall Conference	cur/inst wrkshp reg and prin reg trvl JHES	11-000-223-580-06-208-139 and 11-000-223-580-01-901-030	\$292.00	\$0.00	\$31.74	\$0.00	\$323.74

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Abbey True Harris*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, President	<i>Aye</i>
Alison Perrone	<i>Aye</i>		

D. Policy and Procedures

1. Resolve to approve the Passion Project mission within Mansfield Township School District to compile care packages of item and monetary donations for oversea troops.

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, President	<i>Aye</i>
Alison Perrone	<i>Aye</i>		

E. Facilities/Security & Transportation

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

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL		
Date/Time:	3/28/19	3/14/19
Type of Drill	Lockdown	Fire
Duration of Drill	3 MIN	4 MIN
Weather Conditions	Sunny and Cool	Sunny and Warm
	409	417

Participants of Drill		
Brief Description of What Type of Drill was Conducted	Drill was conducted with no incidents	Fire Drill was conducted with no incidents
Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner		

JOHN HYDOCK ELEMENTARY SCHOOL		
Date/Time:	3/14/2019	3/29/2019
Type of Drill	Fire	Evacuation (non-fire)
Duration of Drill	Approximately 5 minutes	Approximately 8 minutes
Weather Conditions	Sunny/Warm	Cloudy/Warm
Participants of Drill	Entire student body and staff Approximately 225 people	Entire student body and staff Approximately 225 people
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted without incident.	Evacuation was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari/K Gamez		

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

ORGANIZATION	DATE(S)	TIME	FACILITY	MISC
Northern Burlington Lacrosse Club	4/9/19 thru 5/30/19	Saturdays 8:30-2pm and Sundays 10am-3pm and Tue/Wed/Thurs 5:30-7:30pm	MTES athletic fields	
Girl Scout Troop	4/11, 4/18, 5/2,	6:15-8:15pm	MTES Art Room	

26228	5/16/19			
CHAS Family Fun Night	6-7-2019	7-9pm	MTES Gym and field outside Gym	2 Food Trucks
NB Warrior Basketball	April 15,18,29 May 2,9,20,23,30 June 3 and 6 2019	6:15 - 9:15pm	MTES Gymnasium	
NB Warrior Basketball	May 6 and 13, 2019	6:15 - 9:15pm	MTES Cafeteria	

3. Resolve to approve the disposal of the the items listed below.

Plantronics Wireless Office Headset System
Califone Recorder

4. Resolve to approve the following items to be auctioned off through Gov Deals.

HVAC Parts:

3; Mueller HVAC Linesets 3/8L x 5/8S x 3/8I x 35'

Snow Plow Parts; Meyer:

2 Meyer Hose Assy. 1/4" x 45" long Part Number 15972

A-Solenoid Assy. Part Number 15697

B-Solenoid Assy. Part Number 15697

C-Solenoid Assy. Part Number 15358

2 Coupler Hydraulic 1/4"Part Number 15741

Pressure Relief Red Bush 08473

Hose Assy. 1/4" x 45" long

Hydraulic Piston

Salt Spreader Part; Western:

Bearing Mounting Plate Part Number P2020

5. Resolve to approve the 6th grade of Mansfield Township Elementary School visit to Hamilton YMCA Sawmill Branch.

Motion to Move Items

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante, Vice President *Aye*

Ramy Reddy

Absent

Abbey True Harris *Aye*

Lisa Willever

Aye

Leila Davis *Absent*

Maureen Villegas

Aye

Stacey Nicosia *Aye*

Jared Fantasia, President

_Aye

Alison Perrone *Aye*

F. Finance and Budget

1. Resolve to approve Bills List for April 2019.

Batch 66

Fund 10-11	\$298,021.22
Fund 20	\$6,079.86

Batch 68

Fund 10-11	\$195.33
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Batch 74

Fund 10-11	\$155,789.20
Fund 40	\$88,900.00
Fund 71	\$1,613.19

2. Resolve to approve Payroll amounts for March 15, 2019 - \$347,589.56 and March 31, 2019 - \$346,715.56. Correspondence
3. Resolve to approve by the Mansfield Township Regional Board of Education that Danielle Morolda is hereby appointed as Fund Commissioner to the School Health Insurance Fund, effective July 1, 2019 to represent the Mansfield Township Board of Education. And,

BE IT FURTHER RESOLVED that Marie Tilton be appointed as Alternate Fund Commissioner to the School Health Insurance Fund effective July 1, 2019.

4. Resolve to approve monthly transfers for the month of April, 2019.

Account Name	Account Number	From:	To:
CST - Supplies	11.000.219.610.05.201.137	500	
CST - Contracted Serv	11.000.219.440.05.385.040		500
Supt Secretary Salary	11.000.230.100.03.105.111	14,000	
Attendance Sal Dist	11.000.211.100.04.000.000		14,000
Bus Office Salary	11.000.251.100.04.108.112	15,000	
Transportation Salary	11.000.270.160.04.000.000		15,000
Prin Secretary Salary JHES	11.000.240.105.01.100.030	10,000	
Attendance Salary JHES	11.000.211.100.04.000.030		10,000
Prin Secretary Salary MTES	11.000.240.105.02.100.040	10,000	
Attendance Salary MTES	11.000.211.100.04.000.040		10,000
CPA Services	11.000.230.332.00.401	135	
Municipal Adv Service	11.000.230.333.04.410.112	850	
Principal Supplies JHES	11.000.240.610.01.201.030	1,500	
Principal Supplies MTES	11.000.240.610.02.201.040	7,000	
Technology Salary	11.000.252.110.08.100.111	3,000	
Technology Contracted	11.000.252.340.08.436.111	1,500	
Principal Computer Supp	11.000.240.610.01.223.030	4,500	
Bus Office Appraisal Serv	11.000.251.340.04.263.112	1,230	
Principal Supplies/Furn	11.000.240.610.02.234.040	860	
Principal Dues	11.000.240.890.02.314.040	175	
Auditor Services	11.000.230.332.04.402.112		16,000
Legal Services	11.000.230.331.03.214.111		4,750
Principal Salary JHES	11.000.240.110.01.101.131	100	
Principal Salary MTES	11.000.240.110.02.101.131	100	
Copier Rental	11.000.240.440.01.387.030	1,267	
Principal Supplies	11.000.240.610.02.234.040	7,275	
Attendance Salary	11.000.211.100.04.000.000		8,742
Grounds Supplies	11.000.263.610.07.957.119	4,250	
Grounds Contracted Serv	11.000.263.420.07.217.119		4,250
Total		83,242	83,242

Motion to Move Items

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

Frank Armenante, Vice President *Aye*

Ramy Reddy

Absent

Abbey True Harris *Aye*

Lisa Willever

Aye

Leila Davis *Absent*

Maureen Villegas

Aye

Stacey Nicosia *Aye*

Jared Fantasia, President

Aye

Alison Perrone *Aye*

VIII. Executive Session

Executive Session Starts at 8:22pm

Motion to Open Executive Session

Moved by: *Stacey Nicosia*

Seconded by: *Maureen Villegas*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, 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) #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:

- 4. Collective bargaining negotiations**
- 8. Terms and conditions of employment/personnel matters**

Motion to Adjourn Executive Session

Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, President	<i>Aye</i>
Alison Perrone	<i>Aye</i>		

Executive Session Closes at 8:37pm

IX. New Business

Reminder that the Mansfield Board of Education Retreat will be held on Saturday, April 13, 2019 8:30am to 12pm.

X. Old Business

No old business.

XI. 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.

Public Comment waived due to no public being present.

XII. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 8th day of April, 2019; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the April 8, 2019 meeting of the Mansfield Township Board of Education be and is hereby adjourned at 8:41pm.

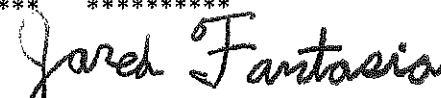
Moved by: *Maureen Villegas*

Seconded by: *Stacey Nicosia*

Frank Armenante, Vice President	<i>Aye</i>	Ramy Reddy	<i>Absent</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, President	<i>Aye</i>
Alison Perrone	<i>Aye</i>		



Danielle Morolda
Secretary to the Board



Jared Fantasia, President

{OFFICIAL SEAL}

CERTIFICATION OF THE BOARD SECRETARY
