

# Mansfield Township School District

## Board of Education Monthly Meeting Minutes

July 13, 2020

### I. Meeting Started 10:03am

#### 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	<i>Present</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Present</i>	Lisa Willever	<i>Present</i>
Leila Davis	<i>Arrived 10:05</i>	Stephen Thomas	<i>Present</i>
Stacey Nicosia	<i>Present</i>	Jared Fantasia	<i>Present</i>
Radiah Gamble	<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>Present</i>
Jason Shainline, Sup. of Special Services	<i>Present</i>		

## II. Presentations

## III. Public Comment

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.

*Sheryl and Brian Morro - 13 Crest Avenue -*

*First Question/Comment, Is there a specific date when the district will share exactly what online learning will look like? This would make it easier to make an opt-out decision.*

*Superintendent Moutis' response - Parents can choose the opt-out option up to the first day of school. The date of the plan will be determined when numbers are known. Questions are to be directed to building principals.*

*First Question/Comment, Can ACT and Basic Skills be done in place of Specials?*

*Superintendent Moutis' response - The details of ACT and Special Areas are being planned now.*

*Jill Ballard - 4 Waverly Drive -*

*First Question/Comment, Can we have options for Basic Skills and how timing affects younger children?*

*Superintendent Moutis' response - This is something to look at. We will discuss it while we are reviewing curriculum and how to best manage staff and students.*

## IV. Correspondence

Letter from the [Department of Military and Veterans Affairs](#).

## V. Approval of Minutes, Enrollment, Suspensions and HIB

1. [May 4, 2020 Monthly Meeting Minutes](#)
2. Resolve to approve the following HIB cases:

**Tracking Number:**  
219544\_MTE\_05182020

**Tracking Number:**  
219541\_MTE\_05182020

Section 5.1 Vote

Moved by: Frank Armenante		Seconded by: Lisa Willever	
Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

Section 5.2 Vote

Moved by: Stacey Nicosia		Seconded by: Radiah Gamble	
Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</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 [2020-2021 Insurance Renewal Proposal](#) submitted by the Barclay Group.
2. Resolve to approve the [2020-2021 School Alliance Insurance Fund, Indemnity and Trust Renewal Agreement](#).
3. Resolve to approve the [2020-2021 School Alliance Insurance Fund, Renewal of Membership](#).
4. Resolve to approve the [2020-2021 School Alliance Insurance Fund, Appointing of a Risk Management Consultant](#).
5. Resolve to approve the [Letter of Agency with E-Rate Online, LLC](#).
6. Resolve to approve the July 1, 2020 through June 30, 2022 contract renewal with [Benecard](#).
7. Resolve to approve the [2020-2021 Brookfield](#) contract for student 5274316399 commencing on July 6, 2020 through June 30, 2021.
8. Resolve to approve the 2020-2021 [REM Audiology Associates contract](#).
9. Resolve to approve the 2020-2021 [CM3 Building Solutions](#) contract.

**Motion to Move Items**

Moved by: Lisa Willever

Seconded by: Stacey Nicosia

Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

**B. Personnel and Administration**

1. Resolve to approve the resignation of Monika R. D'Andrade, a recess/lunch aide, AID.LUN.040.01, at Mansfield Township Elementary School effective June 30, 2020.
2. Resolve to approve the resignation of Victoria Urbanik, an extraordinary aide, AID.EXT.030.05, at the John Hydock Elementary School effective June 30, 2020.
3. Resolve to approve the corrected salary of Michelle Hildebrandt from \$41,652.00 BA Step 1 to \$42,652.00 BA+18 Step 1. (FTE remains 0.80.)
4. Resolve to approve Laura Sadowski as a long term substitute at the substitute rate for Leanne Scheinfeld effective October 12, 2020 through February 5, 2021.
5. Resolve to approve Caitlin Nelson as a full time instructional assistant at John Hydock Elementary School, AID.EXT.030.05, at an annual salary of \$19,198.25, Step 1 - \$14.09/hour + \$1.00/hr BA, effective September 1, 2020.
6. Resolve to approve Grazia Saile as a part-time Guidance Counselor at John Hydock Elementary School, REL.GUI.030.02, at an annual salary of \$22,371.65, MA Step 1, at an FTE of 0.41, effective September 1, 2020.
7. Resolve to approve Christie Simone as an Occupational Therapist at an annual salary of \$43,652, MA Step 1 effective September 1, 2020:

School	Salary	FTE	UPC	Account #
JHES	<u>\$21,826</u>	0.40	REL.OCC.030.01	11-000-216-320-05-134-030
MTES	<u>\$21,826</u>	0.40	REL.OCC.040.01	11-000-216-320-05-134-040

8. Resolve to approve the below MTSD nurses for hours and compensation listed below for summer work.

Name	Title	MAX TOTAL COMPENSATION \$47/hour	ACCOUNT NUMBER
Grace Porrini	MTES Nurse	\$940	11-000-213-100-04-001-040

<b>Tara Kowalczyk</b>	<b>JHES Nurse</b>	<b>\$940</b>	<b>11-000-213-100-04-001-030</b>
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9. Resolve to approve the below 2020-2021 appointments of staff and rates for extra compensation per the recommendation of the Curriculum and Instruction Supervisor.

<b>Description</b>	<b>Name</b>	<b>Title</b>	<b>MAX TOTAL COMPENSATION</b>	<b>ACCOUNT NUMBER</b>
Title 1 Teacher	Ashley Raywood	Title 1 Summer Teacher	Not to exceed \$985	20-231-100-100-00-151
	Kristina Papero	Title 1 Summer Teacher	Not to exceed \$985	
	Cheryl Mastowski	Title 1 Summer Teacher	Not to exceed \$985	
	Kristina Perro	Title 1 Summer Teacher	Not to exceed \$985	
	Maureen Konopada	Title 1 Summer Teacher	Not to exceed \$985	
Title 1 Coordinator	Nicole Riviello	Title 1 Coordinator	Stipend of \$1173.00	20-231-200-100-00-151
Title 1 Teacher	Rhonda Marcantonio	Ready, Set, Go Teacher	Not to exceed \$1,728	20-231-100-100-00-157
	Deborah Boyce	Ready, Set, Go Teacher	Not to exceed \$1,728	

**Motion to Move Items**

Moved by: Stacey Nicosia

Seconded by: Lisa Willever

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Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

**C. Curriculum**

No Curriculum items to be voted on.

**Motion to Move Items**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Frank Armenante \_\_\_\_\_  
 Abbey True Harris \_\_\_\_\_  
 Leila Davis \_\_\_\_\_  
 Stacey Nicosia \_\_\_\_\_  
 Radiah Gamble \_\_\_\_\_

Ramy Reddy \_\_\_\_\_  
 Lisa Willever \_\_\_\_\_  
 Stephen Thomas \_\_\_\_\_  
 Jared Fantasia \_\_\_\_\_

**D. Policies and Procedures**

1. Resolve to approve the below Corrective Action Plan for the School Nutrition Program Procurement Review.

RECOMMEN DATION	RECOMMENDATION	APPROVED CORRECTIVE ACTION	PERSON RESPONSIBLE FOR IMPLEMENTATION OF THE CORRECTIVE ACTION	EFFECTIVE DATE OF IMPLEMENTATION
1	Did the SFA monitor the FSMC through periodic on-site monitoring	The SFA will conduct on-site monitoring using form #330 or a SFA developed equivalent	School Business Administrator	September 7, 2020
2	The minutes, of the advisory board, should note who attended the meeting and the title of each attendee	The SFA will record attendance at the Advisory Board meetings	School Business Administrator	September 7, 2020

**Motion to Move Items**

Moved by: Stacey Nicosia

Seconded by: Frank Armenante

Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

**E. Facilities/Security & Transportation**

1. Resolve to approve the use of facilities as listed below.

ORGANIZATION	DATE(S)	TIME	FACILITY
Northern Burlington Regional High School	7/8 (raindate either 7/9 or 7/10)	8am - 1pm	MTES parking lot - overflow of parking for graduation outside

**Motion to Move Items**

Moved by: Frank Armenante

Seconded by: Steve Tomas

Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

**F. Finance and Budget**

1. Resolve to approve July, 2020 Bills List.

[Batch 50](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks *	Hand Checks Non/AP	Total Checks
20	20	\$27,211.00				\$27,211.00
GRAND	TOTAL	\$27,211.00	\$0.00	\$0.00	\$0.00	\$27,211.00

[Batch 51](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$153,792.83				\$153,792.83
10	12	\$9,319.50				\$9,319.50
Fund 10	TOTAL	\$163,112.33				\$163,112.33
20	20	\$8,050.81				\$8,050.81
63	63	\$8,662.83				\$8,662.83
GRAND	TOTAL	\$179,825.97	\$0.00	\$0.00	\$0.00	\$179,825.97

[Batch 52](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
71	71	\$1,449.64				\$1,449.64
GRAND	TOTAL	\$1,449.64	\$0.00	\$0.00	\$0.00	\$1,449.64

[Batch 54](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$252,741.59				\$252,741.59
40	40	\$126,875.00				\$126,875.00
GRAND	TOTAL	\$379,616.59	\$0.00	\$0.00	\$0.00	\$379,616.59

2. Resolve to approve the Board Secretary and Treasurer Report: Resolved that the financial reports of the Board Secretary and Treasurer of School Monies for April, 2020 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 May 2020](#)    [Board Secretary's Report for May 2020](#)

3. Resolve to approve Payroll amounts for June 15, 2020 (\$425,639.99) and June 30, 2020 (\$348,238.97).
4. Resolve to approve the monthly transfers for the month of [July, 2020](#).
5. Resolve to approve the excess liability from \$10M to \$15M at the rate of \$1,029 from the [School Alliance Insurance Fund proposal](#) for the 2020-2021 school year.
6. Resolve to approve a discounted Preschool tuition rate of \$400 for those months including early dismissal due to the Covid-19 MTSD Reopening Plan.

**Motion to Move Items**

Moved by: Stacey Nicosia

Seconded by: Steve Thomas

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Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

**VII. Good of the Order**

*Special BOE Meeting to be held July 23rd at 5pm  
 Superintendent Moutis shared the Re-Opening Plans Guideline draft and asked for 12  
 month employees to return to buildings on August 17th.*

**VIII. Adjournment**

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 13th day of July, 2020; now, therefore, be it  
 THEREFORE, BE IT RESOLVED, that the July 13, 2020 meeting of the Mansfield Township Board of Education be and is hereby adjourned at 12:10pm.

Moved by: *Lisa Willever*

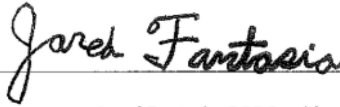
Seconded by: *Stacey Nicosia*

Frank Armenante	<i>Aye</i>	Ramy Reddy	<i>Absent</i>
Abbey True Harris	<i>Absent</i>	Lisa Willever	<i>Aye</i>
Leila Davis	<i>Aye</i>	Stephen Thomas	<i>Aye</i>
Stacey Nicosia	<i>Aye</i>	Jared Fantasia	<i>Aye</i>
Radiah Gamble	<i>Aye</i>		

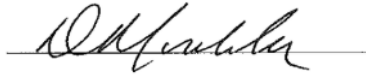
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Jared Fantasia, BOE President



Danielle Morolda, Secretary to the Board

{OFFICIAL SEAL}

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CERTIFICATION OF THE BOARD SECRETARY

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Public Present:

Fred Knaak

Jason Shainline

Kelly Gamez

Stacy Cullari

Glenn Kershner

Andrea Katz

Beth Pigott

Bradley Thompson

Carmen Barnes

Christie Simone

Denise Yockey

Erin Militich

Jennifer Brown

Jessica Winters

Jill Ballard

Joel Steele

Karen Bressler

Katie Cooney

Kimmy Ruth

Kristine Patton

Amy Burns

Kristin Medoros

Jamie Devereaux

B. Barnes

Christine Carney

Melissa Bearden

Adaora Udoh

Jackie Cuccia

Lisa Shannon

Meghan Grosse

Miele

Quin Phillips

Neeng

R. Jones

Rhonda Marcantonio

Ryan Ballard

Sadowski

Sarah Wiesnecker

Shen Khan

Sheryl Morro

Steven Wilder

Stryker

Tara K

Yvonne Pacheco

Sandy and John Howard

Donna Giampietro

Adriana Fajardo

Shannon Feeley

Jo Wilder

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