



# Mansfield Township School District

## Board of Education Monthly Meeting Minutes

April 11, 2022

### I. Meeting Started at 6:35pm

#### 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, and under the emergency regulations by providing electronic notice in lieu of the traditional "adequate notice" of notifying the newspaper.*

*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 Member

Stephen Thomas	Arrived at 7:12pm	Andrea Melton	Present
Emily Green	Present	Vacant	_____
Abbey True Harris	Present	Ryan Ballard	Present
James Sullivan	Present	Frank Armenante	Present
Simmer Bains	Present		

**Administrators**

Tiffany Moutis, Superintendent	<i>Present</i>	Glenn Kershner, MTES Principal	<i>Present</i>
Danielle Dolci, Business Adm/Bd Sec	<i>Present</i>	Stacy Cullari, JHES Principal	<i>Present</i>
Fred Knaak, Facilities Manager	<i>Present</i>	Kelly Gamez, Director of Curr. & Inst.	<i>Present</i>
Jason Shainline, Sup. of Special Services	<i>Present</i>		

**II. Presentations (Estimated Time: 30 Minutes)**

Superintendent Presentation

JHES Student Spotlight February - Aliya Beckworth

MTES Student Spotlight February - Isabel Roche

Tenure Celebration - Ryan Bryzinski

BOE Member Recognition - Allyson Johnston

**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 three 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**

**V. Committee Updates**

*Curriculum and Diversity, Fiscal and Building/Grounds, Policy and Personnel/Negotiations*

**VI. Approval of Minutes, Enrollment, Suspensions and HIB**

1. Resolve to approve the March 14, 2022 Regular Meeting Minutes
2. Resolve to approve the two day out of school suspension at MTES for student #13662835.

3. Resolve to approve the one day out of school suspension at MTES for student #14003818.

4. Enrollment as of 4/1/2022:

Grade	Enrollment	Sections	Average per class
Kindergarten	74 (Special Education: 3; 1 of which are self contained)	4	18.25 1 SC
1 <sup>st</sup> Grade	68 (Special Education: 7; 4 of which is self contained)	4	16.00 4 SC
2 <sup>nd</sup> Grade	78 (Special Education: 11; 1 of which are self contained)	4	19.25 1 SC
3 <sup>rd</sup> Grade	66 (Special Education: 12; 2 of which are self contained)	3	21.33 2 SC
4 <sup>th</sup> Grade	72 (Special Education: 11; 5 of which are self contained)	3	22.33 5 SC
5 <sup>th</sup> Grade	71 (Special Education: 16)	3	23.66 0 SC
6 <sup>th</sup> Grade	79 (Special Education: 16; 3 of which are self contained)	4	19.00 3 SC
<b>Total: 508</b>			
<b>Preschool Disabled:</b>			
PSD/Half & Full Day:	7 - PK3 Disabled Half Day Students 7 - PK4 Disabled Full Day Students 12 - PK4 Full Day General Education Students		
	<b>Total: 26</b>		
<b>Out of District Placement:</b>			
BCSSSD: 1- PreK	1		
Riverbank Charter School: 2-Kindergarten; 1-2nd grade	3		
Y.A.L.E.: 1 - 6th grade	1		
	<b>Total: 5</b>		
<b>Total students in and out of district: 539</b>			

Moved by: Abbey True Harris

Seconded by: Ryan Ballard

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<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 2022-2023 agreement with the Busch Law Group.

Moved by: Stephen Thomas

Seconded by: Andrea Melton

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

#### B. Personnel and Administration

1. Resolve to approve the following amended Long Term Substitute Teacher assignment. Formerly approved on the June 14, 2021, November 8, 2021, and February 16, 2022 agendas.

Name	Position	Location	Dates	Replacing
Santos, Monica	Resource Room Teacher - Grade 2	JHES	<i>From:</i> 09/01/2021 - 04/06/2022 <i>To:</i> 09/01/2021 - 06/21/2022	Johnson

2. Resolve to approve the following Long Term Substitute Teacher assignment for the 2022/2023 school year:

Name	Position	Location	Dates	Replacing
DelMauro,	Teacher - 5th Grade	MTHES	<i>From:</i>	Brown

Mallory			09/01/2021 - 03/08/2023	
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3. Resolve to approve the below 2022/2023 Extended School Year (ESY) staff and rates of pay.

Name	Title	ACCOUNT NUMBER	Teacher/Related Service # OF WORKING HOURS @ \$60/hr + \$300 prep day	MAX TOTAL COMPENSATION
<b>Teachers</b>				
Ashley Yeager	Teacher	11-000-219-110-05-104-000	45 hours + \$300 prep day	\$3,000
<b>Instructional Assistants</b>				
			Instructional Assistant # of working hrs @ \$14.75/hr or salaried rate of pay whichever is higher	
Meghan Kelly	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$16.63*	\$623.63
Sharmeen Khan	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Stephen Kotarski	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Errum Akhtar	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$16.13*	\$604.88
Cynthia DiPietro	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$20.31*	\$761.63
Stephanie Crisson	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554
Cynthia Hancock	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Donna Skrzenta	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554
Jessica Peter	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554

\* Salary subject to change pending outcome of negotiations.

4. Resolve to approve the following individual for employment for the remainder of the 2021-2022 school year.

Name	Replacement/ New Position	Position/ Location	UPC Number	Effective Date	Salary	FTE
Jaigobin,	Rose	MTES	CUS.FUL040.01	04/04/2022	\$37,980.80	1.00

Seeranchee					Step 1 - \$18.26/hr	8 hrs per day for 260 days
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5. Resolve to approve the below **Summer 2022** appointments of staff and rates for extra compensation for each noted program.

	<b>Name</b>	<b>Position</b>	<b>Payment</b>	<b>Account</b>
Summer Academy Co-Lead Teacher	K.Omiatek	Summer Academy Co-Lead Teacher	Stipend: \$1,500 (½ to be paid 6/30/22 and pay period at the culmination of program)	20-484-100-100-00
	M.Konopada	Summer Academy Co-Lead Teacher	Stipend: \$1,500 (½ to be paid 6/30/22 and pay period at the culmination of program)	20-489-100-100-00-00
Summer Academy Teachers (ARP ESSER: Evidence-Based Summer Learning and Enrichment)	Elizabeth Janney	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Ryan Brydzindki	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Jill Fitzpatrick	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Cheryl Mastowski	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00

	Kristine Soltesz	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Jacklyn Malpas	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
Summer Learning Academy Substitute Teacher  ARP ESSER: Evidence-Based Summer Learning and Enrichment	Diane D'Amico	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Kristine Perro	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Judy Shapiro	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Tracy Schwartzberg	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Johanna Sobon	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Deb Hart	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00

	Karen Omiatek	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Maureen Konopada	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00

6. Resolve to approve the retroactive Teacher In Charge pay for the following employees.

Name	Title	Account Number	Retroactive Payment Amount
Katz, Julie	School Counselor	11-000-240-103-04-106-000	\$500.00
Omiatek, Karen	Teacher - Math Coach	11-000-240-103-04-106-000	\$50.00

7. Resolve to approve Lisa Price, a student from Western Governors University, to shadow Tara Kowalczyk, JHES nurse, for four hours on April 11, 2022 and four hours on April 12, 2022.

8. Resolve to approve the administrative leave of employee #4616 from 04/06/2022 until 04/11/2022.

**Motion to Move Items**

Moved by: Abbey True Harris

Seconded by: James Sullivan

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Absent</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

**C. Policies and Procedures**

1. Resolve to approve the job description for Teacher in Charge.

**Motion to Move Items**



Moved by: Andrea Melton

Seconded by: Simmer Bains

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Absent</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

**D. Curriculum**

1. Resolve to approve the below professional development and travel for the stated MTSD employee.

<b>EMPLOYEE /TITLE</b>	<b>TRAVEL DATES/LOCATION</b>	<b>SPONSORING ENTITY/ACCOUNT</b>	<b>EVENT DESCRIPTION</b>	<b>REGISTRATION FEE</b>	<b>HOTEL AND MEALS</b>	<b>MILEAGE /TOLLS/PARKING</b>	<b>TOTAL</b>
Allan Regi	6/3/2022	Johnstone Supply	HVAC Continued Education	\$225.00	-	-	\$225.00
Karen Omiatek	5/11/2022,5/12/2022	Numeracy Consultants	Primary Numeracy (K-3, 3-6)	\$75.00 each	-	-	\$150.00
Sandra Place	5/16/2022	Bureau of Education and Research	School Based SLPs:Lang Disorder vs. Lang Differences for English Learners (Grades K-12)	\$279.00	-	48miles	\$295.80
Angela Stewart	5/6/2022	NJSAP	NJSAP Spring Conference	\$225.00	-	-	\$225.00
Johanna Sobon	5/16/2022	NJSBE	Elementary Conflict Resolution	\$0.00	-	-	\$0.00
Johanna Sobon	4/11/2022	NJSBF	Social Emotional/Character Development	\$0.00	-	-	\$0.00
Jason Shainline	5/13/2022	NJPSA/FEA	Special Education Summit	\$125.00	-	-	\$125.00

**Motion to Move Items**

Moved by: Stephen Thomas

Seconded by: Ryan Ballard

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

**E. Facilities/Security & Transportation**

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

<b>MANSFIELD TOWNSHIP ELEMENTARY SCHOOL</b>		
<b>Date/Time:</b>	3/16/22	3/31/22
<b>Type of Drill</b>	Fire	Lockdown Drill
<b>Duration of Drill</b>	3 min	5 min
<b>Weather Conditions</b>	Sunny & Warm	Warm & Windy
<b>Participants of Drill</b>	326	331
<b>Brief Description of What Type of Drill was Conducted</b>	Fire Drill was conducted with no incidents	Drill was conducted with no incidents
Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner		

<b>JOHN HYDOCK ELEMENTARY SCHOOL</b>		

Date/Time:	3/30/22	3/28/2022
Type of Drill	Fire	Shelter in Place (Outside Threat)
Duration of Drill	Approximately 5 minutes	Approximately 9 minutes
Weather Conditions	Cloudy/Warm	Cloudy/Cold
Participants of Drill	Entire student body and staff Approximately 250 people	Entire student body and staff Approximately 250 people
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted without incident.	Shelter in Place was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari, C Edolo		

- Resolve to approve the below facility use at Mansfield Township School District.

ORGANIZATION	EVENT	DATE(S)	TIME	FACILITY
CHAS	Pasta Dinner	May 20th, 2022	5:00pm- 7:30pm	MTES Cafeteria
CHAS	Stock's Bakery Fundraiser Pick Up	June 10th, 2022	4:30pm -7:15pm	MTES Portico

- Resolve to approve the 4th grade field trip to Washington Crossing Park in June, 2022.
- Resolve to approve the 1st grade field trip to Silver Lake Nature Center in May, 2022.
- Resolve to approve the 5th grade field trip to the Franklin Institute in June, 2022.

**Motion to Move Items**

Moved by: James Sullivan

Seconded by: Stephen Thomas

Stephen Thomas  
Emily Green  
Abbey True Harris

*Aye*  
*Aye*  
*Aye*

James Sullivan  
Simmer Bains  
Andrea Melton

*Aye*  
*Aye*  
*Aye*

Vacant  
Ryan Ballard

\_\_\_\_\_  
*Aye*

Frank Armenante

*Aye*

## F. Finance and Budget

1. Resolve to approve the April, 2022 Bills List.

### Batch 50

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$2,997.58		\$186,463.40		\$189,460.98
40	40			\$25,000.00		\$25,000.00
GRAND	TOTAL	\$2,997.58	\$0.00	\$211,463.40	\$0.00	\$214,460.98

### Batch 51

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10	\$9,249.00				\$9,249.00
10	11	\$361,064.98				\$361,064.98
Fund 10	TOTAL	\$370,313.98				\$370,313.98
20	20	\$18,417.98				\$18,417.98
63	63	\$26,649.76				\$26,649.76
GRAND	TOTAL	\$415,381.72	\$0.00	\$0.00	\$0.00	\$415,381.72

### Batch 52

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
71	71	\$1,404.73				\$1,404.73
GRAND	TOTAL	\$1,404.73	\$0.00	\$0.00	\$0.00	\$1,404.73

### Batch 79,80

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$35,459.11	\$35,459.11
10	11			\$13,387.46		\$13,387.46
Fund 10	TOTAL			\$13,387.46	\$35,459.11	\$48,846.57
71	71			\$1,032.46		\$1,032.46
GRAND	TOTAL	\$0.00	\$0.00	\$14,419.92	\$35,459.11	\$49,879.03

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 February, 2022 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 February, 2022    Board Secretary's Report for February, 2022

3. Resolve to approve Payroll amounts for March 15, 2022 (\$356,688.21) and March 31, 2022 (\$359,250.97).
4. Resolve to approve the monthly transfers for the month of April, 2022.
5. Resolve to approve the acceptance of the American Rescue Plan (ARP) Homeless Children and Youth (HCY) II grant in the amount of \$2,034 along with the acceptance of the inclusion of the ARP HCY regional consortium.

**Motion to Move Items**

Moved by: Abbey True Harris

Seconded by: Andrea Melton

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

**VIII. Good of the Order**

BOE Member Interviews May 2, 2022  
BOE reviewed Diversity and Equity within the District

**IX. Public Comment**

*No public comment*

**X. Executive Session (Estimated Time: 1 hour)**

**Motion to Open Executive Session at 7:31pm**

Moved by: James Sullivan

Seconded by: Ryan Ballard

Stephen Thomas	<i>Aye</i>	Emily Green	<i>Aye</i>
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Abbey True Harris	<i>Aye</i>	Vacant	_____
James Sullivan	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
Simmer Bains	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Andrea Melton	<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, 7 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
7. Any matter anticipating litigation or contract negotiation
8. Terms and conditions of employment/personnel matters

**Motion to Adjourn Executive Session at 9:02pm**

Moved by: James Sullivan                      Seconded by: Ryan Ballard

Stephen Thomas	<i>Aye</i>	Andrea Melton	<i>Aye</i>
Emily Green	<i>Aye</i>	Vacant	_____
Abbey True Harris	<i>Aye</i>	Ryan Ballard	<i>Aye</i>
James Sullivan	<i>Aye</i>	Frank Armenante	<i>Aye</i>
Simmer Bains	<i>Aye</i>		

**XI. Personnel and Administration**

1. WHEREAS, Employee No. 4616 is a tenured teaching staff member employed by the Mansfield Township School District Board of Education; and



*Frank Armenante*

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Frank Armenante, President

*Danielle Dolci*

Danielle Dolci  
Secretary to the Board

{OFFICIAL SEAL}

\*\*\*\*\*

CERTIFICATION OF THE BOARD SECRETARY

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**Public in Attendance:**

Jill Ballard  
Jannah Wilder  
Christine Carney  
Karen Bressler  
Bmoore  
Shannon Feeley  
Rhonda  
Johanna  
Amanda Firtek  
iPhone (4)  
Brandon's iphone  
Rhcell  
Kristina Papero  
iPhone  
Eric Talerico  
Abbey True Harris  
Amy Guerin