



Mansfield Township School District

Board of Education Monthly Meeting Agenda

February 3, 2020

I. Meeting to Start 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	_____	Ramy Reddy	_____
Abbey True Harris	_____	Lisa Willever	_____
Leila Davis	_____	Stephen Thomas	_____
Stacey Nicosia	_____	Jared Fantasia	_____
Alison Perrone	_____		

Administrators

Tiffany Moutis, Superintendent	_____	Glenn Kershner, MTES Principal	_____
Danielle Morolda, Business Adm/Bd Sec	_____	Stacy Cullari, JHES Principal	_____
Fred Knaak, Facilities Manager	_____	Kelly Gamez, Curr. & Inst. Supervisor	_____
Jason Shainline, Sup. of Special Services	_____		

II. Superintendent of Schools – Public Presentations

Mansfield Township Elementary School Student Spotlight - Michael Militch
 John Hydock Elementary School Student Spotlight - Makayla Ramos
 Recognition of JHES Teacher of the Year –Sara Giunta
 Recognition of JHES Educational Services Professional - Julie Katz
 Recognition of MTES Teacher of the Year – Kelley Tellefsen
 Recognition of MTES Educational Services Professional – Elise Szeker

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.

IV. Correspondence

There is no correspondence to report.

V. Approval of Minutes, Enrollment and HIB

1. [January 6, 2020 Reorg Meeting Minutes](#)
2. [January 6, 2020 Regular Meeting Minutes](#)
3. HIB 206804_MTE_01162020
4. Enrollment as of January 27, 2020

Grade	Enrollment	Sections	Average per class
Kindergarten	83 (<i>Special Education: 4; 2 of which are self contained</i>)	4	20.75
1 st Grade	61 (<i>Special Education: 6</i>)	3	20.33
2 nd Grade	65 (<i>Special Education: 9; 5 of which are self contained</i>)	4	16.25
3 rd Grade	66 (<i>Special Education: 13</i>)	4	16.50
4 th Grade	76 (<i>Special Education: 11; 3 of which are self contained</i>)	4	19.00
5 th Grade	77 (<i>Special Education: 16; 2 of which is self contained</i>)	4	19.25
6 th Grade	97 (<i>Special Education: 9; 2 of which are self contained - 1 from NH</i>)	4	24.25
	Total: 525		
Preschool Disabled:			
PSD	10 General Education; PK3 Disabled Half Day - 4; PK4 Disabled Full Day - 6		
	Total: 20		
Out of District Placement:			
BCSSSD, PASC: 4th	1		
Rockbrook/Skillman: 5th	1		
Brookfield: 2nd	1		
	Total: 3		
Total students in and out of district: 548			

Moved by: _____

Seconded by: _____

Frank Armenante _____
Abbey True Harris _____
Leila Davis _____
Stacey Nicosia _____
Alison Perrone _____

Ramy Reddy _____
Lisa Willever _____
Stephen Thomas _____
Jared Fantasia _____

VI. Superintendent’s Recommendations

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

A. Contracts

1. Resolve to approve [Parker McCay P.A.](#) as the Mansfield Township Board of Education Solicitor and Labor Counsel for the year 2020.
2. Award the contract for Construction, Security Vestibule to [Joseph Poretta Builders Inc.](#) for the Mansfield Township School District. [Recommendation of The Design Collaborative.](#)

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
Abbey True Harris _____
Leila Davis _____
Stacey Nicosia _____
Alison Perrone _____

Ramy Reddy _____
Lisa Willever _____
Stephen Thomas _____
Jared Fantasia _____

B. Personnel and Administration

1. Resolve to approve the below staff members for compensation and participation in Mansfield Township Elementary School’s Principal Advisory Committee (PAC).

Name	Title	# OF TEACHING HOURS @ \$45 PER HOUR	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Julie Katz	Guidance Counselor	1	\$45	11-120-100-101-04-106-040

Rachel Cohen	Teacher	1	\$45	11-120-100-101-04-106-040
Karen Omiatek	Coach	1	\$45	11-120-100-101-04-106-040
Margaret Traino	Teacher	1	\$45	11-120-100-101-04-106-040

2. Resolve to approve movement on the salary guide for Stephanie Johnson from BA in 2019-2020 to BA +18 in the 2020-2021 school year.
3. Resolve to approve the following staff members to attend a one-hour after school workshop (outside contractual hours) entitled Best Practices for Student/Staff Interactions on February 4, 2020 from 3:45PM – 4:45 PM:

Last Name	First Name	Hourly Rate
Abuissa	Aseel	\$14.57
Addiego	Debra	\$15.01
Akhtar	Errum	\$15.10
Beckworth	Monique	\$15.10
Bill-Smith	Telma	\$16.21
Burger	Charissa	\$17.10
Carty-Petit	Donna	\$16.31
Clark	Stefanie	\$14.10
D'Andrade	Monika	\$13.59
DeMarco	Allison	\$13.59
DiPietro	Cynthia	\$18.92
Eppolito	Nicole	\$13.59
Goos	Joslyn	\$13.59
Greer	Laura	\$13.59
Hensley	Rachel	\$14.10
Howard	Sandra	\$16.59
Kelly	Meghan	\$15.57
Kendra	Kimberly	\$15.57

Khan	Sharmeen	\$14.59
Koon	Laurie	\$14.10
Mack	Diane	\$14.57
Morgan	Mariyah	\$13.59
Neuhaus	Stephanie	\$14.59
Price	Kyra	\$16.59
Shaheen	Nuzhat	\$15.57
Stinglen	Helen	\$15.95
Szeker	Elise	\$15.45
Thomas	Teresa	\$18.49
Urbanik	Victoria	\$14.57

4. Resolve to approve the following staff members to attend a one-hour after school workshop (outside contractual hours) entitled Best Practices for Student/Staff Interactions on February 4, 2020 from 3:45PM – 4:45 PM at the rate of \$45.00 per hour:

Last Name	First Name
Boyce	Deborah
Carney	Christine
Cleary	Jenna
Janney	Elizabeth
Rodriguez	Michelle

5. Resolve to approve Danielle Morolda, Business Administrator, as the Public Agency Compliance Officer (P.A.C.O) in accordance with NJAC 17:27-3.2 for the Mansfield Township Board of Education for the year 2020.
6. Resolve to approve the resignation of Victoria Furbeck, AID.EXT.040.05, a 1:1 aide at Mansfield Elementary School, effective January 31, 2020.
7. Resolve to approve Monica Giampietro as a substitute teacher for Mansfield Township School District at the substitute rate pending Substitute Certification.
8. Resolve to approve Heideline Nitka as a substitute teacher and instructional aide for Mansfield Township School District at the substitute rate pending Substitute Certification.
9. Resolve to approve the below staff to be compensated for Sustainable NJ Grant Curriculum Writing.

Name	Account Number	Description	Number of Hours/Dates Approved
Megan Gallagher	20-190-100-610-01-000-030	Need to compensate a teacher for science curriculum writing to fulfill grant requirements	3 hours @ 45/hour

10. Resolve to approve the following teachers to serve as co-coordinators for the Girls on the Run program at Mansfield Township Elementary School.

Name	Title	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Gail Rowan	Title IV Girls on the Run Teacher	\$740 (stipend)	20-280-100-100-00-156
Sandra Place	Title IV Girls on the Run Teacher	\$740 (stipend)	20-280-100-100-00-156

11. Resolve to approve the transfer of Rachel Hensley to go from full time to part time, from AID.GEN.0404.04 to AID.EXT.040.05.

12. Resolve to approve Malissa Farrish as a part time Instructional Aide at IHES at the rate of \$17.10 per hour; begin date after BOE approval and approval of all submitted paperwork.

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
 Abbey True Harris _____
 Leila Davis _____
 Stacey Nicosia _____
 Alison Perrone _____

Ramy Reddy _____
 Lisa Willever _____
 Stephen Thomas _____
 Jared Fantasia _____

C. Policies and Procedures

1. Resolve to approve the first reading of the [Crisis/Suicide Prevention and Intervention Policy 5141.6](#).

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
 Abbey True Harris _____
 Leila Davis _____
 Stacey Nicosia _____
 Alison Perrone _____

RamyReddy _____
 Lisa Willever _____
 Stephen Thomas _____
 Jared Fantasia _____

C. Curriculum/Instruction & Technology

1. Resolve to approve below travel and related expenses.

EMPLOYEE/TITLE	TRAVEL DATES/LOCATION	SPONSORING ENTITY/ACCOUNT	EVENT DESCRIPTION	REGISTR. FEE	HOTEL AND MEALS	MILEAGE/TOLLS/PARKING	TOTAL
Janet Strusz/LLI	2020-2/6, 4/2, 5/14 in Ringoes, NJ	Cooper Elem School/11-000-223-580-06-000-000	Certification for Reading Recovery	\$0.00	\$0.00	\$78.54	\$78.54
Nicole Riviello/Literacy Coach	Monroe Twp, NJ 3/27/20	NJ Dept of Education/11-000-223-580-06-000-000	Coaching Consortium	\$0.00	\$0.00	\$18.90	\$18.90
Tiffany Moutis/Supt	Monroe, NJ 6/22/20	FEA/11-000-223-580-03-000-000	enhance leadership qualities	\$149.00	\$0.00	\$18.97	\$167.97
Kelly Gamez/Sup Curr	Monroe, NJ 6/22/20	FEA/11-000-223-580-06-000-000	enhance leadership qualities	\$149.00	\$0.00	\$18.97	\$167.97
Stacy Cullari/Princ	Monroe, NJ 6/22/20	FEA/11-000-223-580-06-000-000	enhance leadership qualities	\$149.00	\$0.00	\$19.25	\$168.25
Danielle Morolda/BA	Monroe, NJ 6/22/20	FEA/11-000-223-580-04-000-000	enhance leadership qualities	\$149.00	\$0.00	\$18.97	\$167.97
Allan Regi/Custodian	Bellmawr, NJ 1/25/2020	Johnstone Supply 11-000-261-580-07-000-000	required for HVACR certification	\$200.00	\$0.00	\$22.96	\$222.96
Fred Knaak/Facilities Mgr	Atlantic City, NJ 3/23-3/25/2020	NJSBGA 11-000-261-580-07-000-000	annual conf	\$0.00	\$229.00	\$58.82	\$287.82
Julie Katz/Counselor	New Brunswick, NJ 2/28/2020	NJSBF 11-000-223-580-06-000-000	integrate solutions in school	\$0.00	\$0.00	\$25.55	\$25.55
Glenn Kershner/Principal	online	FEA/11-000-223-580-06-000-000	enhance investigation techniques	\$100.00	\$0.00	\$0.00	\$100.00

Julie Katz/Counselor	Chesterfield Elem School 2/13/2020	Mileage to Julie 11-000-223-580-06-000-000	collaborate w/other districts	\$0.00	\$0.00	\$4.90	\$4.90
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2. Resolve to approve the [2020-2021 MTSD school calendar](#).

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
 Abbey True Harris _____
 Leila Davis _____
 Stacey Nicosia _____
 Alison Perrone _____

Ramy Reddy _____
 Lisa Willever _____
 Stephen Thomas _____
 Jared Fantasia _____

D. Facilities/Security & Transportation

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

JOHN HYDOCK ELEMENTARY SCHOOL		
Date/Time:	1/24/20	1/29/20
Type of Drill	Fire	Non-Fire Evacuation
Duration of Drill	Approximately 5 minutes	Approximately 7 minutes
Weather Conditions	Sunny/Cold	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.	Non-Fire Evacuation was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari		

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL		
Date/Time:	1/2/20	1/30/20
Type of Drill	Fire	Lockdown
Duration of Drill	4 ½ min	3 MIN
Weather Conditions	Cool and Cloudy	Cold and Sunny
Participants of Drill	370	397
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted with no incidents	Police did show up with in 3min, due to their system not informing them that a lockdown drill was taking place.
Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner		

3. Resolve to approve the recycling of the linked [electronics](#).
4. Resolve to approve the below facility use for Mansfield Township School District.

ORGANIZATION	DATE(S)	TIME	FACILITY
Northern Burlington Soccer Club	March thru Aug 1, 2020	11AM-6PM on Sat/Sun for games and 5PM-9PM weeknights for practices	MTES soccer fields

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
Abbey True Harris _____
Leila Davis _____
Stacey Nicosia _____
Alison Perrone _____

Ramy Reddy _____
Lisa Willever _____
Stephen Thomas _____
Jared Fantasia _____

E. Finance and Budget

1. Resolve to approve [Bills List](#) for February, 2020.

	Batch 50	
Fund 10		\$242,040.98
Fund 20		\$19,314.02
Fund 63		\$10,335.61

	Batch 51	
Fund 71		280.88

	Batch 79	
Fund 10		\$7,427.38
Fund 71		\$843.31

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 December, 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 December 2019](#) [Board Secretary's Report for December 2019](#)

3. Resolve to approve Payroll amounts for January 15, 2019 (\$368,197.50) and January 31, 2019 (\$352,182.29).

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante	_____	Ramy Reddy	_____
Abbey True Harris	_____	Lisa Willever	_____
Leila Davis	_____	Stephen Thomas	_____
Stacey Nicosia	_____	Jared Fantasia	_____
Alison Perrone	_____		

VII. New Business

VIII. Old Business

IX. 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.

X. Executive Session

Motion to Open Executive Session

Moved by: _____

Seconded by: _____

Frank Armenante	_____	Ramy Reddy	_____
Abbey True Harris	_____	Lisa Willever	_____
Leila Davis	_____	Stephen Thomas	_____
Stacey Nicosia	_____	Jared Fantasia	_____
Alison Perrone	_____		

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 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**
- 8. Terms and conditions of employment/personnel matters**

Motion to Adjourn Executive Session

Moved by: _____ Seconded by: _____

Frank Armenante	_____	Ramy Reddy	_____
Abbey True Harris	_____	Lisa Willever	_____
Leila Davis	_____	Stephen Thomas	_____
Stacey Nicosia	_____	Jared Fantasia	_____
Alison Perrone	_____		

XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 3rd day of February, 2020; now, therefore, be it
 THEREFORE, BE IT RESOLVED, that the February 3, 2020 meeting of the Mansfield Township Board of Education be and is hereby adjourned at ____pm.

Moved by: _____ Seconded by: _____

Frank Armenante	_____	Ramy Reddy	_____
Abbey True Harris	_____	Lisa Willever	_____
Leila Davis	_____	Stephen Thomas	_____
Stacey Nicosia	_____	Jared Fantasia	_____
Alison Perrone	_____		