



Mansfield Township School District

Board of Education Monthly Meeting Agenda

March 9, 2020

I. Meeting to Start 5:30pm

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 | _____ |
| _____ | _____ | | |

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. 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 | _____ |
| _____ | _____ | | |

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/BOE member interviews
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) #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:

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

Motion to Adjourn Executive Session

Moved by: _____

Seconded by: _____

Frank Armenante
Abbey True Harris
Leila Davis
Stacey Nicosia

Ramy Reddy
Lisa Willever
Stephen Thomas
Jared Fantasia

III. Superintendent of Schools – Public Presentations

Mansfield Township Elementary School Student Spotlight - Genevieve Morro
John Hydock Elementary School Student Spotlight - Isabel Roche
Budget Presentation

IV. 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.

V. Correspondence

There is no correspondence to report.

VI. Approval of Minutes, Enrollment, Suspensions and HIB

1. [February 3, 2020 Monthly Minutes](#)
2. [February 13, 2020 Special Meeting Minutes](#)
3. HIB 206804_MTE_01162020 and 206477_MTE_01072020
4. Suspensions - JHES - Student 14587586 2/27-3/2
Student 14563946 2/13
MTES - Student 1795918193 2/27-2/28
Student 9517802388 2/28-3/4
5. Enrollment as of February 27, 2020:

| Grade | Enrollment | Sections | Average per class |
|---|--|----------|-------------------|
| Kindergarten | 86 (Special Education: 4; 2 of which are self contained) | 4 | 21.50 |
| 1 st Grade | 62 (Special Education: 6) | 3 | 20.67 |
| 2 nd Grade | 65 (Special Education: 10; 5 of which are self contained) | 4 | 16.25 |
| 3 rd Grade | 66 (Special Education: 13) | 4 | 16.50 |
| 4 th Grade | 76 (Special Education: 11; 4 of which are self contained) | 4 | 19.00 |
| 5 th Grade | 77 (Special Education: 16; 2 of which is self contained) | 4 | 19.25 |
| 6 th Grade | 97 (Special Education: 9; 2 of which are self contained - 1 from NH) | 4 | 24.25 |
| | Total: 529 | | |
| 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: 552 | | | |

Moved by: _____

Seconded by: _____

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

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

VII. Superintendent's Recommendations

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

A. Contracts

No contracts.

Motion to Move Items

Moved by: _____

Seconded by: _____

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

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

B. Personnel and Administration

1. Resolve to approve the corrected salary of Malissa Farrish, a part time Instructional Aide at JHES, at the rate of \$16.59 instead of \$17.10 per hour.
2. Resolve to approve of paid leave from 02/24/2020 through 06/19/2020 for employee #4331 using sick and personal days.
3. Resolve to approve the allowance of the transfer of up to four sick days to employee #4331 in accordance with the attached Sick Day Donation Procedures.
4. Resolve to approve Laura Sadowski as a Long Term Substitute Replacement from 02/24/2020 through 06/19/2020.
5. Resolve to approve the unpaid maternity disability leave of absence under NJFLA for Nicole Riviello from September 1, 2020 to December 2, 2020.

6. Resolve to approve up to 6 hours of extra pay for Julie Katz to attend Board Meetings at a rate of \$50.00 per hour to be charged to account # 11-120-100-101-04-106-040.
7. Resolve to approve the hire of Joanna Patton as a part-time Preschool Education Aide at John Hydock Elementary School at the salary of \$13.59 per hour for 2.5 hours per day at a prorated salary of \$6,149.48 in the position of AIDE.PSD.030.03.
8. Resolve to approve Joanna Patton as a substitute instructional aide at the sub rate of \$13.00 per hour.
9. 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 |
|---|-----------------------------------|-------------------------------|-----------------------|
| Grace Porrini (Replacing Gail Rowan) | Title IV Girls on the Run Teacher | \$740 (stipend) | 20-280-100-100-00-156 |
| Gail Rowan | Substitute for Girls on the Run | \$45/hour | 20-280-100-100-00-156 |

10. Resolve to approve the below staff members for participation in the Spring 2020 After School Clubs.

| Name | Location | Club | Max Total Compensation (14 days, \$45/hr + \$20 per day prep = \$910) | Account Number |
|-----------------|-----------------|-------------|--|---------------------------|
| Alison Demarco | MTES | STEM | \$910 | 11-401-100-101-01-000-040 |
| Kyra Price | MTES | Sports | \$910 | 11-401-100-101-01-000-040 |
| Jill Hendershot | MTES | Technology | \$910 | 11-401-100-101-01-000-040 |
| Sandra Place | MTES | Art .5 | \$455 | 11-401-100-101-01-000-040 |
| Mariyah Morgan | MTES | Art .5 | \$455 | 11-401-100-101-01-000-040 |
| | | | | |
| Ryan Brydzinski | JHES | Sports | \$910 | 11-401-100-101-01-000-030 |
| Kate Fehn | JHES | Music | \$910 | 11-401-100-101-01-000-030 |

| | | | | |
|-----------------|------|------------------|-------|---------------------------|
| Kristen Spieler | JHES | STEM | \$910 | 11-401-100-101-01-000-030 |
| Kristina Papero | JHES | Nature Explorers | \$910 | 11-401-100-101-01-000-030 |

11. Resolve to approve the new Mansfield Township Board of Education member, _____, per Board discussion during Executive Session.
12. Resolve to approve the resignation of Shana Lohnes, Long Term Substitute for Kimberly Kendra, effective March 24, 2020.
13. Resolve to approve three hours of extra compensation to Kristine Patton at a rate of \$50 per hour for evening Kindergarten Registration from account 11-120-100-101-04-106-030.
14. Resolve to approve three hours of extra compensation to Tara Kowalcyzk at a rate of \$50.00 per hour for evening Kindergarten Registration from account 11-120-100-101-04-106-030.
15. Resolve to approve one hour of extra compensation to Brian Vandermark at a rate of \$50.00 per hour for attending the February 4, 2020 Healthy and Safe Workplace training from account 11-120-100-101-04-150-040.
16. Resolve to approve one hour of extra compensation to Tara Kowalcyk at a rate of \$50.00 per hour for attending the February 4, 2020 Healthy and Safe Workplace training from account 11-120-100-101-04-150-030.

Motion to Move Items

Moved by: _____

Seconded by: _____

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

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

C. Policies and Procedures

1. Resolve to approve the second 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 _____

RamyReddy _____
 Lisa Willever _____
 Stephen Thomas _____
 Jared Fantasia _____

D. Curriculum/Instruction & Technology

1. Resolve to approve below travel and related expenses.

| <i>EMPLOYEE/TITLE</i> | <i>TRAVEL DATES/LOCATION</i> | <i>SPONSORING ENTITY/ACCOUNT</i> | <i>EVENT DESCRIPTION</i> | <i>REGISTRATION FEE</i> | <i>HOTEL AND MEALS</i> | <i>MILEAGE/TOLLS/PARKING</i> | <i>TOTAL</i> |
|---------------------------------|--|---|--|-------------------------|------------------------|------------------------------|-----------------|
| <i>Karen Omiatek/Math Coach</i> | <i>3/2/2020 in Jamesburg, NJ</i> | <i>NJ Dept Ed/11-000-223-580-06-000-000</i> | <i>Mandatory School Testing Coordin Training</i> | <i>\$0.00</i> | <i>\$0.00</i> | <i>\$23.34</i> | <i>\$23.34</i> |
| <i>Glenn Kershner/Principal</i> | <i>3/2/2020 in Jamesburg, NJ</i> | <i>NJ Dept Ed/11-000-223-580-02-000-040</i> | <i>Mandatory School Testing Coordin Training</i> | <i>\$0.00</i> | <i>\$0.00</i> | <i>\$23.34</i> | <i>\$23.34</i> |
| <i>Danielle Morolda/BA</i> | <i>6/2-6/5/2020 in Atlantic City, NJ</i> | <i>NJASBO/11-000-223-580-04-000-000</i> | <i>professional growth</i> | <i>\$275.00</i> | <i>\$440.00</i> | <i>\$47.18</i> | <i>\$762.18</i> |

Motion to Move Items

Moved by: _____

Seconded by: _____

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

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

E. Facilities/Security & Transportation

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

| JOHN HYDOCK ELEMENTARY SCHOOL | | |
|--|---|---|
| Date/Time: | 2/24/20 | 2/11/2020 |
| Type of Drill | Fire | Emergency Weather Drill |
| Duration of Drill | Approximately 5 minutes | Approximately 12 minutes |
| Weather Conditions | Sunny/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. | Emergency evacuation drill involved students lining the hallways, sitting against the walls. Fred and I monitored to be sure students were a safe distance from any glass and that there was enough space for each class. |
| Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari | | |

| MANSFIELD TOWNSHIP ELEMENTARY SCHOOL | | |
|---|--------|------------------|
| Date/Time: | 2/3/20 | 2/3/20 |
| Type of Drill | Fire | Shelter in Place |

| | | |
|--|--|--|
| Duration of Drill | 3 min | 1 min |
| Weather Conditions | Sunny and Warm | Sunny and Warm |
| Participants of Drill | 372 | 397 |
| Brief Description of What Type of Drill was Conducted | Fire Drill was conducted with no incidents | Shelter in Place due to a student missing. |
| Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner | | |

2. Resolve to approve the Kindergarten class mock bus runs to take place in the month of May.
3. Resolve to approve the below facility use at Mansfield Township School District.

| ORGANIZATION | DATE(S) | TIME | FACILITY |
|-----------------------------------|-----------------------|---|-------------------|
| Northern Burlington Lacrosse Club | 3/10-5/28/2020 | Mon thru Fri evenings for practice and Sat/Sun games during day | MTES field 5 |
| Girl Scout Troop 26228 | 2020 - 4/24, 5/1, 5/8 | 6:15-9PM | MTES Media Center |

Motion to Move Items

Moved by: _____

Seconded by: _____

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

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

F. Finance and Budget

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

| | |
|------------|------------|
| Batch 51 | |
| Fund 10-11 | \$5,257.54 |

| | |
|----------|------------|
| Batch 52 | |
| Fund 71 | \$1,039.59 |

| | |
|----------|--------------|
| Batch 53 | |
| Fund 10 | \$2,604 |
| Fund 11 | \$335,278.25 |
| Fund 20 | \$13,766.05 |
| Fund 63 | \$17,299.53 |

| | |
|--------------|-------------|
| Batch 79, 80 | |
| Fund 10 | 51,544.07 |
| Fund 11 | \$20,982.79 |
| Fund 71 | \$2,049.34 |

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 January 2020](#) [Board Secretary's Report for January 2020](#)

3. Resolve to approve Payroll amounts for February 13, 2019 (\$374,038.45) and February 28, 2019 (\$341,796.60).
4. Resolve to approve the monthly transfers for [February 2020](#).
5. Resolve to approve submission of the Tentative 2020-21 School District Budget to the Executive County Superintendent of Schools and the Executive County School Business Administrator in the following amounts:

| <u>Fund</u> | <u>Total</u> | <u>Tax Levy</u> |
|-------------|--------------|-----------------|
| Fund 10 | 12,651,250 | 10,794,809 |
| Fund 20 | 125,527 | 0 |
| Fund 40 | 1,320,662 | 1,289,243 |

And to establish Monday May 4, 2020 as the Public Hearing on the budget.

6. Whereas, N.J.S.A. 18A-7F-39 permits a school district to exceed the tax levy cap in the current year by permitting the use banked cap; and whereby N.J.A.C. 6A:23A-10.3(b) allows for the use of banked cap only after all other automatic adjustments are first considered,

Therefore, be it resolved that the Mansfield Township Board of Education, after considering all 2020-2021 adjustments prior to requesting, the use of banked cap, has determined the need for \$107,972 in unused spending authority to fund needs to be included in the base budget and that said need must be completed by the end of the budget year (June 30, 2021) and cannot be deferred or incrementally completed over a longer period of time.

7. Resolve to approve travel expenditures that promotes the delivery of instruction or furthers the efficient operation of the school district of which requires prior approval of these expenditures by the Superintendent of Schools and the majority of the full voting membership of the Board and to further approve for regular district business travel only a threshold of \$150 per staff member where prior board approval shall not be required and to establish in accordance with NJAC 6A:23A-7.1 a maximum expenditure of \$75,000 for all staff and board members. The 2019-2020 maximum travel budget was \$54,179 of which \$20,094 has been expended to date.
8. Resolve to approve the recommendation of an additional question for the 2020 November election to include the following proposal.

Proposal - Projects to be undertaken include enhanced security, including vestibule upgrades, at Mansfield Township Elementary School and John Hydock Elementary School at a one-time occurrence of \$290,000.

9. Resolve to approve a donation from JB Hunt to Kate Fehn’s classroom of \$1000 worth of school supplies.

Motion to Move Items

Moved by: _____

Seconded by: _____

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

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

VIII. Good of the Order

IX. 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 | _____ |
| _____ | _____ | | |

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 #7** 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 - 207968_MTE_02102020**
7. **Any matter anticipating litigation or contract negotiation**

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 | _____ |
| _____ | _____ | | |

X. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 9th day of March, 2020; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the March 9, 2020 meeting of the Mansfield Township Board of Education be and is hereby adjourned at ____pm.

Moved by: _____

Seconded by: _____

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

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