



# Mansfield Township School District

## Board of Education Monthly Meeting Agenda

August 10, 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	_____
Radiah Gamble	_____		

**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. Presentations**

Superintendent 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.*

**IV. Correspondence**

There is no correspondence to report.

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

1. [July 13, 2020 Monthly Meeting Minutes](#)
2. [July 23, 2020 Special Meeting Minutes](#)
3. Enrollment as of August 9, 2020:

Grade	Enrollment	Sections	Average per class
Kindergarten	57 (Special Education: 7)		
1 <sup>st</sup> Grade	84 (Special Education: 3)		
2 <sup>nd</sup> Grade	62 (Special Education: 8)		

3 <sup>rd</sup> Grade	65 (Special Education: 9)		
4 <sup>th</sup> Grade	66 (Special Education: 15)		
5 <sup>th</sup> Grade	75 (Special Education: 12)		
6 <sup>th</sup> Grade	75 (Special Education: 15)		
	<b>Total: 484</b>		
<b>Preschool Disabled:</b>			
PSD	1- PK3 Disabled Half Day Students 4 - PK4 Disabled Full Day Students 8 - PK4 Full Day General Education Students		
	<b>Total: 13</b>		
<b>Out of District Placement:</b>			
BCSSSD, PASC: 4th	1		
Rockbrook/Skillman: 5th	1		
Brookfield: 2nd	1		
	<b>Total: 3</b>		
<b>Total students in and out of district: 500</b>			

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

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

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

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 the 2020-2021 contract for [Paul's Commodity Hauling, Inc.](#)
2. Resolve to approve the [2020 ESY BCSSSD contract](#) for student 6549022348.
3. Resolve to approve the amended contract for [Brookfield Elementary School](#) for student 5274316399 who did not attend ESY.
4. Resolve to approve the [2020 ESY 1:1Teacher Assistant contract](#) for student 6549022348.

### 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 \_\_\_\_\_

### B. Personnel and Administration

1. Resolve to approve the following staff transfers for the 2020-2021 school year.

Staff Member	Position From	UPC Number	Position To	UPC Number
Kelly, Meghan	Extraordinary Aide - JHES - F/T	AID.EXT.030.01	Extraordinary Aide - MTES - F/T	AID.EXT.040.02
Akhtar, Errum	Extraordinary Aide - JHES - F/T	AID.EXT.030.02	Extraordinary Aide - MTES - F/T	AID.EXT.040.08
Goos, Jocylyn	Extraordinary Aide - JHES - P/T	AID.EXT.030.07	Extraordinary Aide - MTES - P/T	AID.EXT.040.04
Abuissa, Aseel	Extraordinary Aide - MTES - P/T	AID.EXT.040.04	Resource Rm Aide - MTES - P/T	AID.RRM.040.02
Khan, Sharmeen	Lunch/Recess Aide - MTES - P/T	AID.LUN.040.02	Resource Rm Aide - MTES - P/T	AID.RRM.040.01
Farrish, Malissa	Resource Rm Aide - JHES - P/T	AID.RRM.030.01	Gen Ed Aide - Gr 1 - JHES - P/T	AID.GEN.030.03
Eppolito, Nicole	Gen Ed Aide - Gr 1 - JHES - P/T	AID.GEN.030.03	Gen Ed Aide - Kin - JHES - P/T	AID.GEN.030.06

Hensley, Rachael	Extraordinary Aide - MTES - P/T	AID.EXT.040.05	Gen Ed Aide - Gr 5 - MTES - P/T	AID.GEN.040.03
Shaheen, Nuzhat	Gen Ed Aide - Gr 5 - MTES - P/T	AID.GEN.040.03	Gen Ed Aide - Gr 4 - MTES - P/T	AID.GEN.040.04

2. Resolve to approve Mallory DelMauro as a long term substitute for Nicole Rivielo effective September 1, 2020 (FTE 7.25) at the below MTSD substitute rate.

\$100 per day - days 1-9

\$110 per day - days 10-20

\$260.33 per day - days 21+

3. Resolve to approve the below persons and rate of pay for the MVP 2020-2021 school year.

Position	Rate of Pay	Employee	Location
Supervisor	\$40.00	Bifulco, Anthony	MTES
Coordinator	\$30.00	Parzyck, Kimberly	MTES
Coordinator	\$30.00	Perro, Kristine	JHES
Sub Coordinator	\$30.00	Christiani , Antonia	JHES
Nurse	\$35.00	Porrini, Grace	MTES

Sub RN	\$35.00	Donner, Dale	none
	\$35.00	Estronza, Victoria	none
Group Leaders	\$15.00	Carty-Pettit, Donna	MTES
	\$15.00	Christiani, Antonia	JHES
	\$15.00	Matey, Diane	MTES
	\$15.00	Regotts, Jason	MTES
	\$15.00	Sadlon, Kristen	MTES/JHES
	\$15.00	Setikas, Gerda	MTES
	\$15.00	Sholes, Karen	MTES
	\$15.00	Szeker, Elise	MTES
	\$15.00	Thomas, Terri	JHES

4. Resolve to approve, pending on criminal history approval, Gerlibne Herrera, currently a NYU student earning her Masters of Science degree in Communicative Sciences and Disorders, to shadow Sandra Place (Speech Language Pathologist) during the first marking period. Ms. Herrera will have a minimum of 75 hours of direct contact and a minimum of 5 diagnostic hours.
5. Resolve to approve the below staff and compensation for work to be completed in August 2020.

Description	Name	Title	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Summer Training	Trenna Stout	Teacher	Up to 10 hours @ \$47/hour	11-000-221-110-06-105-000

			Not to exceed \$470
	Janet Strusz	Teacher	Up to 10 hours @ \$47/hour Not to exceed \$470
	Christine Carney	Teacher	Up to 10 hours @ \$47/hour Not to exceed \$470
	Karen Bressler	Teacher	Up to 10 hours @ \$47/hour Not to exceed \$470
	Jamie Szymanski	Teacher	Up to 10 hours @ \$47/hour Not to exceed \$470
	Heather Phan	Teacher	Up to 10 hours @ \$47/hour Not to exceed \$470
Instructional Coach Summer Pay	Nicole Riviello	Literacy Coach	Up to 20 total summer hours @ \$47/hour Not to exceed \$940 for the summer *updated from May 2020 BOE
	Karen Omiatek	Math Coach	Up to 20 total summer hours @ \$47/hour Not to exceed \$940 for the summer *updated from May 2020 BOE

**Motion to Move Items**

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

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

Frank Armenante \_\_\_\_\_  
 Abbey True Harris \_\_\_\_\_  
 Leila Davis \_\_\_\_\_  
 Stacey Nicosia \_\_\_\_\_  
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 Stephen Thomas \_\_\_\_\_  
 Jared Fantasia \_\_\_\_\_

**C. Curriculum**

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 DESCRIP</i>	<i>REGISTRATION FEE</i>	<i>TOTAL</i>
Grace Porrini/ MTES Nurse	Oct 14, 2020/virtual	PD Travel Curr/11- 000-223-580-05- 000-000	29th Annual School Health Conf	\$135.00	\$135.00

**Motion to Move Items**

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

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 Stephen Thomas \_\_\_\_\_  
 Jared Fantasia \_\_\_\_\_

**D. Policies and Procedures**

1. Resolve to approve the revised [2020-2021 School Calendar](#) for Mansfield Township School District.
2. Resolve to approve the first reading of [Policy 1649](#) - Federal Families First Coronavirus Response Act.
3. Resolve to approve the first reading of [Policy 1648](#) - Remote Learning.

**Motion to Move Items**

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

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

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 Abbey True Harris \_\_\_\_\_  
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 Stacey Nicosia \_\_\_\_\_  
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Ramy Reddy \_\_\_\_\_  
 Lisa Willever \_\_\_\_\_  
 Stephen Thomas \_\_\_\_\_  
 Jared Fantasia \_\_\_\_\_



**E. Facilities/Security & Transportation**

1. Resolve to approve the below items to be auctioned on GovDeals.com.

38- 72" x 30" x 26"H ; computer tables with gray metal welded frames, cable management troughs, green or blue laminate tops and a gray rubber edge.

HP Laserjet 124A; 1-Cyan, 2-Yellow, 1 Magenta  
 HP Laserjet 641A; 3-Black, 2-Magenta, 3-Cyan, 3 Yellow

Quill Laser Jet (Compatible with HP4500, 4550 series; Canon CLBP-460 ) 2-Black, 1-Magenta, 1-Cyan, 2-Yellow

**Motion to Move Items**

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

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

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 Abbey True Harris \_\_\_\_\_  
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 Stacey Nicosia \_\_\_\_\_  
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 Stephen Thomas \_\_\_\_\_  
 Jared Fantasia \_\_\_\_\_

**F. Finance and Budget**

1. Resolve to approve August, 2020 Bills List.

[Batch 50](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$17,092.36				\$17,092.36
20	P2	\$333.32				\$333.32
63	63	\$80.90				\$80.90
GRAND	TOTAL	\$17,506.58	\$0.00	\$0.00	\$0.00	\$17,506.58

[Batch 51](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$166,124.74				\$166,124.74
20	20	\$14,945.94				\$14,945.94
GRAND	TOTAL	\$181,070.68	\$0.00	\$0.00	\$0.00	\$181,070.68

[Batch 52](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
71	71	\$106.24				\$106.24
GRAND	TOTAL	\$106.24	\$0.00	\$0.00	\$0.00	\$106.24

[Batch 79 and 80](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$4,274.02	\$4,274.02
10	11			\$6,789.98		\$6,789.98
Fund 10	TOTAL			\$6,789.98	\$4,274.02	\$11,064.00
GRAND	TOTAL	\$0.00	\$0.00	\$6,789.98	\$4,274.02	\$11,064.00

- Resolve to approve the Board Secretary and Treasurer Report: Resolved that the financial reports of the Board Secretary and Treasurer of School Monies for June, 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 August 2020](#)    [Board Secretary's Report for August 2020](#)

- Resolve to approve Payroll amounts for July 15, 2020 (\$75,301.56) and July 30, 2020 (\$84,656.87).
- Resolve to approve the monthly transfers for the month of [August, 2020](#).
- Resolve to approve the adoption of the Budget Adjustment Plan below in regards to the reduction of FY21 State Aid.

Original State Aid FY 21		Revised State Aid FY 21	
Equalization Aid	\$ 59,647.00	Equalization Aid	\$ 59,647.00
Transportation Aid	\$ 162,397.00	Transportation Aid	\$ 162,397.00
Special Education Aid	\$ 427,803.00	Special Education Aid	\$ 404,951.00

Security Aid	\$ 50,397.00	Security Aid	\$ 50,397.00
Total	\$ 700,244.00	Total	\$ 677,392.00

The Mansfield Township School District Budget Adjustment Plan for the FY21 State Aid adjustments reflecting the decreased amount of \$700,244 to \$677,392 totaling a reduction of \$22,852 includes the following adjustments.

The District will be transferring the amount of unassigned general fund surplus for use during 2020-2021 as permitted by N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.3b and c and upon NJDOE approval. A withdrawal in the "Recapitulation of Balances" section of 2021-2022 budget on line 3 of the 2020-21 column as "Budgeted Withdrawal from Unassigned" will be in the amount of \$22,852. This action was elected with the expectation of least disruption to the 2020-2021 school budget that has already incurred drastic financial cuts.

6. Resolve to approve the withdraw of funds in the amount of \$2,000 from the maintenance reserve account for the sanitization of school buildings during a health-related emergency and the motion to appropriate the funds into the required maintenance account lines for use on required maintenance activities for a school facility pursuant to N.J.A.C. 6A:23A-14.2 (recorded in line numbers 48500 through 48580, function code 261).

**Motion to Move Items**

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

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

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

**VII. Good of the Order**

**VIII. Adjournment**

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 10th day of August, 2020; now, therefore, be it  
 THEREFORE, BE IT RESOLVED, that the August, 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 \_\_\_\_\_  
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