



Mansfield Township School District

Board of Education Monthly Meeting Agenda

November 9, 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, 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 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
 JHES Student Spotlight - Dominic Flatch
 MTES Student Spotlight - Brielle Zibbel

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. [October 13, 2020 Meeting Minutes](#)
2. Enrollment as of October 28, 2020:

Grade	Enrollment	Sections	Average per class
Kindergarten Opted Out: 4	53 <i>(Special Education: 7; 4 of which are self contained)</i>	4 1 SC Gr K-2	12.25 4
1 st Grade Opted Out: 10	85 <i>(Special Education: 3; 1 of which is self contained)</i>	4 1 SC Gr K-2	21.00 1
2 nd Grade Opted Out: 8	60 <i>(Special Education: 9; 2 of which are self contained)</i>	3 1 SC Gr K-2	19.33 2

3 rd Grade Opted Out: 8	71 (<i>Special Education: 9; 4 of which are self contained</i>)	3 1 SC Gr 3-4	22.33 4
4 th Grade Opted Out: 6	66 (<i>Special Education: 15</i>)	3 1 SC Gr 3-4	22.00 0
5 th Grade Opted Out: 13	77 (<i>Special Education: 14; 5 of which are self contained</i>)	4 1 SC Gr 5-6	18.00 5
6 th Grade Opted Out: 11	75 (<i>Special Education: 14; 3 of which are self contained</i>)	4 1 SC Gr 5-6	18.00 3
Total: 487			
Preschool Disabled:			
PSD Opted Out: 0	1- PK3 Disabled Half Day Students 6 - PK4 Disabled Full Day Students 10 - PK4 Full Day General Education Students		
Total: 17			
Out of District Placement:			
BCSSSD, PASC: 6th	1		
Brookfield: 3rd Grader	1		
Riverbank Charter School: 1st grade	1		
Total: 3			
Total students in and out of district: 507			
Opted Out: 60			

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 [Rowan University School of Osteopathic Medicine Department of Family Medicine 2020-2021 contract.](#)
2. Resolve to approve the [Reading Recovery Ongoing Professional Development 2020-2021 Contract.](#)

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 salary distribution for the employees approved for Paid Leave Families First Corona Response Act on the 10/13/20 agenda.

EE ID	Effective Dates	Reason
4338	11/30/20* - 12/11/20 # 12/14/20 - 12/23/20 +	Childcare
4862	11/30/20* - 12/11/20 # 12/14/20 - 12/23/20 +	Childcare
4858	11/30/20* - 12/11/20 & 12/14/20 - 12/23/20 @	Childcare
4826	11/30/20* - 12/11/20 # 12/14/20 - 12/23/20 +	Childcare
4226	11/30/20* - 12/11/20 # 12/14/20 - 12/23/20 +	Childcare

* Denotes change from 12/01/20 to 11/30/20

Emergency Paid Sick Leave Act (2/3 of Pay - not to exceed 80 hours or average hours worked in 2 weeks - not to exceed \$200/day)

& First two weeks of Extended Family Leave - Use of Emergency Paid Sick Leave Act days ($\frac{2}{3}$ of Pay - not to exceed 80 hours or average hours worked in 2 weeks - not to exceed \$200/day) to be used during the first 2 weeks of Extended Family Leave.

+ First two weeks of Extended Family Leave - Use of 8 Sick Days - Not to exceed 2 weeks

@ Extended Family Leave ($\frac{2}{3}$ of Pay - not to exceed 10 weeks or to be used beyond 12/31/20 - not to exceed \$200/day)

2. Resolve to approve the resignation of the following employee.

Name	Position	Location	UPC Number	Effective Date	FTE
Cleary, Jenna	Art Teacher	JHES/ MTES	TCH.ART.030.01 TCH.ART.040.01	12/15/2020	0.80

3. Resolve to approve the Burlington County approved [2020-2021 Merit Goals](#) for Superintendent Moutis.

4. Resolve to approve the withdrawal of the following leave request.

EE ID	Effective Dates	Reason
4019	Rescinded request for Intermittent Leave from 11/30/20 - 12/23/20	Childcare
4863	Rescinded request for Intermittent Leave from 11/30/20 - 12/23/20	Childcare

5. Resolve to approve the requested a telework for employee #4834. Effective 12/01/2020 through 12/31/2020.

6. Resolve to approve the below position and related compensation.

Description	Name	Title	MAX TOTAL COMPENSATION	ACCOUNT NUMBER
Title 1 Lead Teacher	Karen Omiatek	Title 1 Lead Teacher	Stipend \$2,400	20-231-100-100-00-151

7. Resolve to approve the following staff transfers effective 11/30/2020:

Name	Position From	UPC Number	Position To	UPC Number
Goos, Joslyn	EXTRA IA EO/LB RC - MTES	AID.EXT.040.04	December Leave	n/a
Shaheen, Nuzhat	REG ED AIDE - MTES PT GR 4	AID.GEN.040.04	EXTRA IA EO/LB RC - MTES	AID.EXT.040.04

8. Resolve to approve Debra Hart, Stephanie Johnson and Heather Phan as mentors for the 2020-2021 school year.
9. Resolve to approve the following staff members for additional compensation for 2.5 hours per day on the following days: November 25, 2020, December 23, 2020, April 1, 2021, and May 28, 2021.

Name	Title	Account Number	Total Additional Hours	Additional Hours Not to Exceed
Addiego, Debra	Lunch Aide	11-000-262-107-04-103-040	10 hrs @ \$15.57/hour	\$155.70
Mack, Diane	Lunch Aide	11-000-262-107-04-103-040	10 hrs @ \$15.10/hour	\$151.00

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 _____

C. Curriculum

1. Resolve to approve below travel and professional development related expenses.

<i>EMPLOYEE</i>	<i>TRAVEL DATES/ LOCATION</i>	<i>SPONSORING ENTITY/ ACCOUNT</i>	<i>EVENT DESCRIPTION</i>	<i>REGISTRATION FEE</i>	<i>TOTAL</i>
Christa Edolo	Webinar	Damian Petino	Strategies for engagement and adjst to practive related to COVID	\$35.00	\$35.00
Christa Edolo	Virtual	NJPSA	Anti-Bullying Specialist Certificate	\$500.00	\$500.00
Christine Wemple	Virtual	Academy in Manayunk	Just Words Virtual Launch Workshop	\$325.00	\$325.00

Deborah Boyce	Virtual	Wilson	Fundations Level 2 Virtual Launch	\$289.00	\$289.00
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Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
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 Leila Davis _____
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 Radiah Gamble _____

Ramy Reddy _____
 Lisa Willever _____
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 Jared Fantasia _____

D. Policies and Procedures

1. Resolve to approve the second reading of the below policies for the Mansfield Township School District.

- [2464- Gifted and Talented Students](#)
- [0155 - Board Committees](#)
- [0144 - Board Member Orientation and Training](#)
- [Quarantining Staff-Revision Appendix E](#)
- [Transportation - Revision Appendix C](#)
- [Scheduling of Students - Revision Appendix N](#)

2. Resolve to approve the first reading of the below policies for the Mansfield Township School District. (All policies and regulations to have bolds and strikethroughs.)

- [Policy 3159 Teaching Staff Member/School District Reporting Responsibility](#)
- [Policy 3218 Use, Possession, or Distribution of Substances](#)
- [Policy 4218 Use, Possession, or Distribution of Substances](#)
- [Policy 4219 Commercial Driver's License Controlled Substance & Alcohol Use Testing](#)
- [Policy 6112 Reimbursement of Federal & Other Grant Expenditures](#)
- [Policy 8600 Student Transportation](#)
- [Policy 8630 Bus Driver/Bus Aide Responsibility](#)
- [Policy 8670 Transportation of Special Needs Students](#)
- [Policy 9210 Parent Organizations](#)
- [Policy 9400 Media Relations](#)
- [Regulation 3218 Use, Possession, or Distribution of Substances](#)
- [Regulation 4218 Use, Possession, or Distribution of Substances](#)
- [Regulation 6112 Reimbursement of Federal & Other Grant Expenditures](#)
- [Regulation 8600 Student Transportation](#)
- [Regulation 8630 Emergency School Bus Procedures](#)
- [Policy 2270 Religion in the Schools](#)
- [Policy 2622 Student Assessment](#)
- [Policy 5111 Eligibility of Resident/Nonresident Students](#)
- [Policy 5200 Attendance](#)

- [Policy 5320 Immunization](#)
- [Policy 5330.04 Administering an Opioid Antidote](#)
- [Policy 5610 Suspension](#)
- [Policy 5620 Expulsion](#)
- [Policy 8320 Personnel Records](#)
- [Regulation 5111 Eligibility of Resident/Nonresident Students](#)
- [Regulation 5200 Attendance](#)
- [Regulation 5320 Immunization](#)
- [Regulation 5330.04 Administering an Opioid Antidote](#)
- [Regulation 5610 Suspension Procedures](#)
- [Regulation 8320 Personnel Records](#)
- [Policy 1620 Administrative Employment Contracts](#)
- [Policy 2431 Athletic Competition](#)
- [Policy 6440 Cooperative Purchasing](#)
- [Policy 6470.01 Electronic Funds Transfer & Claimant Certification \(new\)](#)
- [Policy 7440 School District Security](#)
- [Policy 7450 Property Inventory](#)
- [Policy 8420 Emergency Crisis Situation](#)
- [Policy 8561 Procurement Procedures for School Nutrition Programs](#)
- [Regulation 6470.01 Electronic Funds Transfer & Claimant Certification](#)
- [Regulation 7440 School District Security](#)
- [Regulation 7510 Use of School Facilities](#)

3. Resolve to approve the [2019-2020 HIB report scores](#).
4. Resolve to approve the corrected wording for the 2021 MTSD Board of Education Goal #1 as per below.
 1. The Board will ensure that a Mansfield New Board Member Orientation including a mentorship will be conducted during the January reorganization meeting or within one month of the Board member induction as new board leaders have been elected to the Mansfield Township Board of Education.

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 _____

E. Facilities/Security & Transportation

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

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL		
Date/Time:	10/28/20	10/29/20
Type of Drill	Non Fire Evac Drill	Fire
Duration of Drill	3 MIN	2 MIN
Weather Conditions	Sunny and Warm	Wet and Rainy
Participants of Drill	34	32
Brief Description of What Type of Drill was Conducted	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		

JOHN HYDOCK ELEMENTARY SCHOOL		
Date/Time:	10/5/2020	10/22/20
Type of Drill	Fire	Evacuation Drill
Duration of Drill	N/A	Approximately 23 minutes
Weather Conditions	Sunny	Cloudy/Warm

Participants of Drill	Entire student body and staff Approximately 70 people	Entire student body and staff Approximately 70 people
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted per NJDOE guidelines. Students were instructed in the procedures in their classrooms and practiced evacuating one class at a time at a scheduled time. The fire alarm was later sounded for all students to hear what it sounds like.	Evacuation Drill was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari Person(s) overseeing Bus Drills: Christine Flasser, Janet Strusz, Cindy DiPietro, Stacy Cullari		

Motion to Move Items

Moved by: _____

Seconded by: _____

Frank Armenante _____
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 Jared Fantasia _____

F. Finance and Budget

1. Resolve to approve October, 2020 Bills List.

[Batch 51](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10	\$1,328.00				\$1,328.00
10	11	\$372,764.79				\$372,764.79
10	12	\$3,163.00				\$3,163.00
Fund 10	TOTAL	\$377,255.79				\$377,255.79
20	20	\$13,707.28				\$13,707.28
GRAND	TOTAL	\$390,963.07	\$0.00	\$0.00	\$0.00	\$390,963.07

[Batch 52](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
71	71	\$101.50				\$101.50
GRAND	TOTAL	\$101.50	\$0.00	\$0.00	\$0.00	\$101.50

[Batch 79 and 80](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$34,927.95	\$34,927.95
10	11			\$12,498.01		\$12,498.01
Fund 10	TOTAL			\$12,498.01	\$34,927.95	\$47,425.96
GRAND	TOTAL	\$0.00	\$0.00	\$12,498.01	\$34,927.95	\$47,425.96

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

- Resolve to approve Payroll amounts for October 15, 2020 (\$339,335.90) and October 30, 2020 (\$338,487.18).
- Resolve to approve the monthly transfers for the month of [November, 2020](#).
- Resolve to approve the 2020-2021 [Comprehensive Maintenance Plan](#) and [CM-1](#) form.

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 _____

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 9th day of November, 2020; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the November, 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 _____
Radiah Gamble _____

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