



Mansfield Township School District

Board of Education Monthly Meeting Agenda

December 14, 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 - Olive Petroni
MTES Student Spotlight - Trevor Johnston

Retirement Recognitions
Kathy Valeriano
Carol Manion

Board Member Recognitions
Ramy Reddy
Stacey Nicosia
Radiah Gamble

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. Committee Update

VI. Approval of Minutes, Enrollment, Suspensions and HIB

1. [November 9, 2020 Meeting Minutes](#)
2. [November 23, 2020 Meeting Minutes](#)
3. Enrollment as of December 7, 2020:

Grade	Enrollment	Sections	Average per class
Kindergarten Opted Out: 11	52 (Special Education: 7; 4 of which are self contained)	4 1 SC Gr K-2	12.00 4
1 st Grade Opted Out: 26	85 (Special Education: 4; 1 of which is self contained)	4 1 SC Gr K-2	21.00 1
2 nd Grade Opted Out: 15	58 (Special Education: 10; 2 of which are self contained)	3 1 SC Gr K-2	18.67 2
3 rd Grade Opted Out: 25	71 (Special Education: 9; 4 of which are self contained)	3 1 SC Gr 3-4	22.33 4
4 th Grade Opted Out: 16	68 (Special Education: 15)	3 1 SC Gr 3-4	22.67 0
5 th Grade Opted Out: 25	79 (Special Education: 16; 5 of which are self contained)	4 1 SC Gr 5-6	18.50 5
6 th Grade Opted Out: 26	77 (Special Education: 14; 3 of which are self contained)	4 1 SC Gr 5-6	18.50 3
Opt Out Total: 144	Total: 490		
Preschool Disabled:			
PSD Opted Out: 2	2- PK3 Disabled Half Day Students 7 - PK4 Disabled Full Day Students 10 - PK4 Full Day General Education Students		
Opt Out Total: 2	Total Enrollment: 19		
Out of District Placement:			
BCSSSD, PASC: 6th	1		
Brookfield: 3rd Grader	1		
Riverbank Charter School: 1st grade	1		
	Total: 3		

Total students Opted Out: 146 Total students enrolled in and out of district: 512
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Moved by: _____

Seconded by: _____

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

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

1. Resolve to approve the [20-21 Burlington County Special Services School District Tuition Agreement](#) for Student State ID #6549022348.
2. Resolve to approve the [2021-2025 contract with the Burlington County Cooperative Pricing System #4-BUCCP](#).

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 resignation of the following employee:

Name	Position	Location	UPC Number	Effective Date	FTE
Mack, Diane	Lunch/Recess Aide	JHES	AID.LUN.030.01	11/25/2020	FTE: 0.35 (2.5 hours per day)

2. Resolve to approve the following paid leaves:

Name	Position	Location	Paid Leave Dates	# of Sick	Reason	Return to
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				Days Used		Work
Giunta, Sara	MD Teacher K-2	JHES	05/10/2021 - 06/30/2021	29	Maternity	FMLA & NJFLA to start 09/01/21*
Johnson, Stephanie	PSD Teacher - Spec Ed	JHES	05/10/2021 - 06/30/2021	29	Maternity	FMLA & NJFLA to start 09/01/21*
Employee #4314	Resource Room Teacher - Gr 5	MTES	11/30/2020 - 12/23/2020	a minimum of 18	Medical	(On or after) 01/04/2021

* Exact dates for FMLA & NJFLA to be determined and approved in the spring after the 2021/22 school year calendar is approved.

3. Resolve to approve the following unpaid leave:

Name	Position	Location	Unpaid Leave Dates	Return to Work
Riviello, Nicole	ELA Coach	Floater	01/08/2021 - 06/30/2021	09/01/2021#
Scheinfeld, Leanne	5th Grade Teacher	MTES	02/08/2021 - 05/28/2021	06/02/2021

Employee to be paid the entire stipend for Title I Coordinator on 06/15/21. Work to be done from 01/08/21 through 06/15/2021.

4. Resolve to approve the following assignments:

Name	Position	Location	Dates	Replacing
DelMauro, Mallory	Long Term Sub - 1st Grade	JHES	01/08/2021 - 06/22/2021	Riviello, Nicole
Sadowski, Laura	Long Term Sub - 5th Grade	MTES	02/08/2021 - 05/28/2021	Scheinfeld, Leanne
Rouse, McKenna	Permanent Sub Teacher	Floater	11/30/2020 - 12/23/2020	Employee #4314

5. Resolve to approve the transfer for the following employee:

Name	Position From	UPC Number	Position To	UPC Number	Effective Date
Patton, Joanna	PSD IA - JHES	AID.PSD.030.03	Extraordinary Aide - US/HS MD - JHES	AID.EXT.030.07 +	Retroactive to 11/16/2020

+ UPC position code hours to change from 5.5 hours per day for 181 days to 2.5 hours per day for 165 days

6. Resolve to approve the following employee for telework:

EE ID	Requested Time Out of School (retroactive)	Return to Work

4089	11/17/2020 - 11/25/2020	11/30/2020
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7. Resolve to approve the withdrawal of the following leave request:

EE ID	Effective Dates
4226	Rescinded request for Intermittent Leave from 11/30/20 - 12/31/20

8. Resolve to approve the following employee for Paid Leave Families First Corona Response Act:

EE ID	Effective Dates
4023	12/14/20 - 12/31/20 +

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

9. Resolve to approve an increase in hours for the following employee:

Name	Position	UPC Number	From	To	Effective Date
Boyce, Debra	Resource Room Teacher - 1st Grade	TCH.RRM.030.03	FTE 0.48 3.5 hours/day \$26,287.20	FTE 0.64 4.67 hours/day \$35,049.60 <i>prorated</i>	Retroactive to 11/30/2020

Salary based on MA Step 2 - \$54,765.00 for 2020/21 school year

10. Resolve to approve the donation of sick days (after all sick, vacation, and personal days are exhausted) for the following employee:

Employee #	Position	Approximate Sick Leave Dates	Approximate # of Sick Days to be Donated	Approximate Return to Work
4877	Custodian	12/30/2020 - 01/29/2021	13.5	02/01/2021

Dates and # of sick days are subject to change based on when the doctor allows the employee to return to work.

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	_____
Radiah Gamble	_____		

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>HOTEL AND MEALS</i>	<i>MILEAGE/TOLLS/PARKING</i>	<i>TOTAL</i>
Julie Katz	Virtual	New Jersey State Bar Foundation	Social Emotional Character Development	\$0.00	\$0.00	\$0.00	\$0.00
Janet Strusz	Virtual	Reading Recovery	Reading Recovery Continuing Contact	\$0.00	\$0.00	\$0.00	\$0.00

2. Resolve to approve the linked [Textbook Discard](#) for Music Connection, Maniking Music and World of Music texts located at Mansfield Township Elementary School.

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	_____

D. Policies and Procedures

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

[Policies](#) for the following (Strauss Esmay Alert 218):

- 3159 Teaching Staff Members/School District Reporting Responsibilities
- 3218 Use, Possession, or Distribution of Substances
- 4218 Use, Possession, or Distribution of Substances
- 4219 Commercial Driver’s License Controlled Substance & Alcohol Use Testing
- 6112 Reimbursement of Federal & Other Grant Expenditures
- 8600 Student Transportation
- 8630 Bus Drivers/Bus Aide Responsibility
- 8670 Transportation of Special Needs Students

9210 Parent Organizations

9400 Media Relations

[Regulations](#) for the following (Strauss Esmay Alert 218):

3218 Use, Possession, or Distribution of Substances

4218 Use, Possession, or Distribution of Substances

6112 Reimbursement of Federal & Other Grant Expenditures

8600 Student Trans

8630 Emergency School Bus Procedures

[Policies](#) for the following (Strauss Esmay Alert 220):

2270 Religion in the Schools

2622 Student Assessment

5111 Eligibility of Resident/Nonresident Students

5200 Attendance

5330.04 Administering an Opioid Antidote

5610 Suspension

5620 Expulsion

8320 Personnel Records

[Regulations](#) for the following (Strauss Esmay Alert 220):

5111 Eligibility of Resident/Nonresident Students

5200 Attendance

5320 Immunization

5330.04 Administering an Opioid Antidote

5610 Suspension Procedures

8320 Personnel Records

[Policies](#) for the following (Strauss Esmay Alert 221):

1620 Administrative Employment Contract

2431 Athletic Competition

6440 Cooperative Purchasing

6470.01 Electronic Funds Transfer & Claimant Certification

7440 School District Security

7450 Property Inventory

8420 Emergency & Crisis Situations

8561 Procurement Procedures for School Nutrition Program

[Regulations](#) for the following (Strauss Esmay Alert 221):

6470.01 Electronic Funds Transfer & Claimant Certification

7440 School District Security

7510 Use of School Facilities

2. Resolve to approve the Emergency reading of the below policy for the Mansfield Township School District.

[1648.02 Remote Learning Options for Families](#)

3. Resolve to approve the first reading of the following regulations for the Mansfield Township School District.

[Policies](#) for the following (Strauss Esmay Alert 221):

5330.05 Seizure Action Plan

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:	11/20/2020	11/18/2020
Type of Drill	Fire	Notification Drill
Duration of Drill	Approximately 5 minutes	Approximately 2min
Weather Conditions	Warm/Sunny	Cold/Cloudy
Participants of Drill	Entire student body and staff Approximately 70 people	Fred Knaak, Stacy Cullari, Krissy Patton
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.	Tested notification system to ensure the effectiveness of contacting parents and stakeholders of the school community.

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 _____
 Abbey True Harris _____
 Leila Davis _____
 Stacey Nicosia _____
 Radiah Gamble _____

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

F. Finance and Budget

1. Resolve to approve November, 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	\$490.00				\$490.00
GRAND	TOTAL	\$490.00	\$0.00	\$0.00	\$0.00	\$490.00

[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 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	\$297,594.02				\$297,594.02
Fund 10	TOTAL	\$298,922.02				\$298,922.02
20	20	\$8,432.44				\$8,432.44
20	P2	\$35.48				\$35.48
Fund 20	TOTAL	\$8,467.92				\$8,467.92
63	63	\$12,248.40				\$12,248.40
GRAND	TOTAL	\$319,638.34	\$0.00	\$0.00	\$0.00	\$319,638.34

[Batch 79 and 80](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$33,948.02	\$33,948.02
10	11			\$12,489.82		\$12,489.82
Fund 10	TOTAL			\$12,489.82	\$33,948.02	\$46,437.84
GRAND	TOTAL	\$0.00	\$0.00	\$12,489.82	\$33,948.02	\$46,437.84

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

- Resolve to approve Payroll amounts for November 13, 2020 (\$338,588.34) and November 30, 2020 (\$336,389.87).
- Resolve to approve the monthly transfers for the month of [December, 2020](#).
- Resolve to approve the [Emergency SSO Food Service Management Company Breakfast Cost Reimbursable Contract](#) for the 20-21 school year.

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 _____

VIII. Good of the Order

IX. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 14th day of December, 2020; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the December, 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 _____