



Mansfield Township School District

Board of Education Monthly Meeting Agenda

April 12, 2021

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

Jared Fantasia	_____	Lisa Willever	_____
Stephen Thomas	_____	Allyson Johnston	_____
Leila Davis	_____	Omar Coley	_____
Abbey True Harris	_____	Frank Armenante	_____
Emily Green	_____		

Administrators

Tiffany Moutis, Superintendent	_____	Glenn Kershner, MTES Principal	_____
Danielle Dolci, 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 (Estimated Time: 30 Minutes)

Superintendent Presentations

JHES Student Spotlight March - Zurain Rehman

MTES Student Spotlight March - Zachary Weinhofer

Recognition of Danielle Rose-Grisham

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 Updates

VI. Approval of Minutes, Enrollment, Suspensions and HIB

1. [March 15, 2021 Meeting Minutes](#)
2. Enrollment as of March 26, 2021:

Grade	Enrollment	Sections	Average per class
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Kindergarten Opted Out: 10	52 (Special Education: 5; 4 of which are self contained)	4 1 SC Gr K-2	12.00 4
1 st Grade Opted Out: 18	83 (Special Education: 5; 1 of which is self contained)	4 1 SC Gr K-2	20.50 1
2 nd Grade Opted Out: 15	58 (Special Education: 9; 2 of which are self contained)	3 1 SC Gr K-2	18.67 2
3 rd Grade Opted Out: 15	70 (Special Education: 9; 4 of which are self contained)	3 1 SC Gr 3-4	22.00 4
4 th Grade Opted Out: 12	64 (Special Education: 14)	3 1 SC Gr 3-4	21.33 0
5 th Grade Opted Out: 14	78 (Special Education: 16; 5 of which are self contained)	4 1 SC Gr 5-6	18.25 5
6 th Grade Opted Out: 27	76 (Special Education: 14; 3 of which are self contained)	4 1 SC Gr 5-6	18.25 3
Opted Out Total: 111	Total: 481		
Preschool Disabled:			
PSD Opted Out: 0	8 - PK4 Disabled Full Day Students 10 - PK4 Full Day General Education Students		
	Total: 18		
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: 502 Opted Out: 111			

Moved by: _____

Seconded by: _____

Jared Fantasia	_____	Lisa Willever	_____
Stephen Thomas	_____	Allyson Johnston	_____
Leila Davis	_____	Omar Coley	_____
Abbey True Harris	_____	Frank Armenante	_____
Emily Green	_____		

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 [Cooperative Pricing System Agreement for NJSBA ACES CPS #E8801](#).

Moved by: _____ Seconded by: _____

Jared Fantasia	_____	Lisa Willever	_____
Stephen Thomas	_____	Allyson Johnston	_____
Leila Davis	_____	Omar Coley	_____
Abbey True Harris	_____	Frank Armenante	_____
Emily Green	_____		

B. Personnel and Administration

1. Resolve to approve the following employee's revised leave of absence approved at the December 14, 2020 meeting and the March 15, 2020 meeting.

Name	Position	Location	Paid Leave Dates	FMLA/NJFLA Dates	Unpaid Leave Dates	Return to Work	Reason
Johnson, Stephanie	PSD Teacher - Spec Ed	JHES	FROM: 05/10/2021 - 06/22/2021 TO: 05/03/2021 - 06/22/2021	06/15/21 - 11/23/21 *	11/24/21 - 11/30/21	12/01/21	Maternity

** FMLA and NJFLA to run concurrently.*

2. Resolve to approve the following individuals for employment for the remainder of the 2020-2021 school year.

Name	Replace	Position/Location	UPC Number	Effective Date	Salary	FTE
Kotarski, Stephen	Mack	JHES	AID.LUN.030.01	On or after 04/13/2021	\$5,812.13 Step 1 = \$14.09/hr + \$1/hr for Bachelor	0.35

					2.5 hrs/day 165 days prorated	
Patterson, Megan	Vacant Position	MTES	AID.LUN.040.01	On or after 04/13/2021	\$5,812.13 Step 1 = \$14.09/hr 2.5 hrs/day 165 days prorated	0.35

* Pending submission and completion of all paperwork.

3. Resolve to approve the amended unpaid leaves for the following employees.

Name	Position	Location	Unpaid Leave Dates	Return to Work
4567	Lunch/Recess Aide	JHES	FROM: 01/28/2021 - 03/19/2021 TO: 01/28/2021 - 04/01/2021	04/12/2021
4838	Gen Ed Aide	MTES	FROM: 01/04/2021 - 06/22/2021 TO: 01/04/2021 - 04/23/2021	04/26/2021

4. Resolve to approve the transfers for the following employees.

Name	Position From	UPC Number	Position To	UPC Number	Effective Date
Beckworth, Monique	Unpaid LOA	n/a	Gen Ed Aide - P/T Kindergarten	AID.GEN.030.01	04/26/2021
Khan, Sharmeen	Resource Room Aide - P/T MTES	AID.RRM.040.01	Gen Ed Aide - P/T Grate 3	AID.GEN.040.02	03/29/2021
Shaheen, Nuzhat	Gen Ed Aide - P/T Grade 4	AID.GEN.040.04	Resource Room Aide - P/T MTES	AID.RRM.040.01	03/29/2021
DeMarco, Allison	Gen Ed Aide - P/T Grate 3	AID.GEN.040.02	Unpaid LOA	n/a	03/29/2021
Haney, Donald	Custodial Staff - F/T - Evening Shift	CUS.FUL.030.02	Custodial Staff - F/T - Day Shift	CUS.FUL.030.01	09/01/2021

5. Resolve to approve the increase in hours for the following employee.

Name	Position	UPC Number	From:	To:	Effective Date
Iqbal, Ghazala	Extraordinary Aide - JHES	FROM: AID.EXT.030.06 TO: AID.EXT.030.01	FTE 0.76 \$14.09/hrs + \$3/hr for Teacher Cert 5.5 hrs - 165 full days 3.0 hrs - 16 early dismissal days \$16,328.50	FTE 1.00 \$14.09/hr + \$3 for Teaching Cert 7.25 hrs - 165 full days 4.75 hrs - 16 early dismissal days	03/29/2021

			prorated	\$21,742.75 prorated	
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6. Resolve to approve the following individuals as volunteers for the remainder of the 2020 - 2021 school year.

Name	Position	Location	Effective Date
Appelget, Christa	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Diallo, Lorretta	Lunch Aide - 2.5 hrs/day	JHES/MTES	After 03/31/2021 **
Mason, Danielle	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Patterson, Megan	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Pilaar, Mary	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Ramos, Justine	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Steele, Kara	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Sullivan, Veronica	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Vrettos, Lisa	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021
Wolf, Erin	Lunch Aide - 2.5 hrs/day	JHES/MTES	On or after 03/31/2021

*** Pending results of Criminal History Review.*

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

Name	Position	Location	UPC Number	Effective Date	FTE
Saile, Grazia	School Counselor - Part Time	JHES	REL.GUI.030.02	03/31/2021	0.41 3.0 hrs/day

8. Resolve to approve the below staff at the compensated rate for the 2021 Extended School Year (ESY) program.

Name	Title	ACCOUNT NUMBER	Teacher/Related Service # OF WORKING HOURS @ \$60/hr + \$300 prep day	MAX TOTAL COMPENSATION
Teachers				
Deborah Boyce	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Ashley Raywood	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Lisa Grieco	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Rochelle Mersinger	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Kristina Papero	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Gail Rowan	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Lisa Dolci	Teacher	11-000-219-110-05-104-000	48 hours + \$300 prep day	\$3,180
Sub Teachers				
Judith Shapiro	Substitute Teacher	11-000-219-110-05-104-000	As needed	\$3,180
Chelsea Drake	Substitute Teacher	11-000-219-110-05-104-000	As needed	\$3,180
McKenna Rouse	Substitute Teacher	11-000-219-110-05-104-000	As needed	\$3,180
Dante Acerbo	Substitute Teacher	11-000-219-110-05-104-000	As needed	\$3,180
Speech Pathologist				
Dayna Bezila	Speech Pathologist	11-000-216-100-04-104-040	48 hours + \$300 prep day	\$3,180
Occupational Therapist				
Christie Simone	Occupational	11-000-219-110-05-	36 hours + \$300	\$2,460

	Therapist	104-000	prep day	
Nurse			Nurse # OF WORKING HOURS @ \$60/hr	
Grace Porrini	Nurse	11-000-213-100-04-001-040	40 hours	\$2,400
Instructional Assistants			Instructional Assistant # OF WORKING HOURS @ \$14.75/hr	
Meghan Kelly	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
McKenna Rouse	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Laurie Koon	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Chelsea Drake	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Nuzhat Shaheen	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Cynthia DiPietro	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Donna Carty-Pettit	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
Sharmeen Khan	Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590
TBD	Sub Instructional Assistant	11-000-217-106-04-104-030	40 hours	\$590

9. Resolve to approve the to approve the following Maternity Leave:

Name	Position	Location	Paid Sick Days	FMLA	Unpaid LOA	RTW
Raywood, Ashley	MD Teacher - Grade 5th & 6th	MTES	10/04/2021 - 12/03/2021	11/02/2021 - 02/08/2022	02/09/2022 - 04/01/2022	04/04/2022

10. Resolve to approve the following paid leave:

Employee Number	Location	Paid Sick Days	RTW
4326	MTES	03/15/2021 - 04/23/2021	04/04/2022

Motion to Move Items

Moved by: _____

Seconded by: _____

Jared Fantasia _____
 Stephen Thomas _____
 Leila Davis _____
 Abbey True Harris _____
 Emily Green _____

Lisa Willever _____
 Allyson Johnston _____
 Omar Coley _____
 Frank Armenante _____

C. Policies and Procedures

1. Resolve to approve the first reading of the below bylaws for the Mansfield Township School District.

[Bylaw 0164 - Conduct of Board Meeting](#)

[Bylaw 0167 Public Participation in Board Meeting](#)

[Bylaw 0169.02 - Board Member Use of Social Networks](#)

Motion to Move Items

Moved by: _____

Seconded by: _____

Jared Fantasia _____
 Stephen Thomas _____
 Leila Davis _____
 Abbey True Harris _____
 Emily Green _____

Lisa Willever _____
 Allyson Johnston _____
 Omar Coley _____
 Frank Armenante _____

D. Facilities/Security & Transportation

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

COHORT A

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL

Date/Time:	2/23/21	2/22/21
Type of Drill	Evacuation Drill	Fire
Duration of Drill	3 MIN	1 MIN
Weather Conditions	Cloudy and Cold	Snow and Raining
Participants of Drill	142	145
Brief Description of What Type of Drill was Conducted	<p>Drill was conducted with no incidents</p> <p>A limited area evacuation drill was conducted. The scenario was that heavy snow had built up on the gym roof causing water to leak in and concern for potential roof collapse. The Facilities Manager and Principal moved students from the gym to the cafe.</p>	Drill was conducted with no incidents
<p>Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner</p>		

COHORT B

MANSFIELD TOWNSHIP ELEMENTARY SCHOOL		
Date/Time:	02/24/21	02/26/21
Type of Drill	Evacuation Drill	Fire
Duration of Drill	3 Min	1 MIN
Weather Conditions	Cool and Sunny	Sunny and Warmish

Participants of Drill	139	126
Brief Description of What Type of Drill was Conducted	<p>Drill was conducted with no incidents</p> <p>A limited area evacuation drill was conducted. The scenario was that heavy snow had built up on the gym roof causing water to leak in and concern for potential roof collapse. The Facilities Manager and Principal moved students from the gym to the cafe.</p>	Drill was conducted with no incidents
<p>Person(s) overseeing Fire Drill: G. Kershner Person(s) overseeing Security Drill: G. Kershner</p>		

JOHN HYDOCK ELEMENTARY SCHOOL		
Date/Time:	Cohort A: March 23, 2021 Cohort B: March 24, 2021	Cohort A: March 19, 2021 Cohort B: March 30, 2021
Type of Drill	Fire	Lockdown
Duration of Drill	Approximately 5 minutes	Approximately 8 minutes
Weather Conditions	Cold/Cloudy	Sunny/Warm

Participants of Drill	Entire student body and staff Approximately 127 people	Entire student body and staff Approximately 127 people
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted without incident.	Lockdown was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari Person(s) overseeing Security Drill: S Cullari, K Gamez, J Shainline		

2. Resolve to approve the below usage of Mansfield Township School District facilities.

ORGANIZATION	DATE(S)	TIME	FACILITY	
CHAS	Grade Level Fun Night	4/16/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	4/23/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	4/30/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	5/7/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	5/14/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	5/21/21	6:30-9:00	Field 5
CHAS	Grade Level Fun Night	6/4/21	6:30-9:00	Field 5

Motion to Move Items

Moved by: _____

Seconded by: _____

Jared Fantasia _____
 Stephen Thomas _____
 Leila Davis _____

Abbey True Harris _____
 Emily Green _____
 Lisa Willever _____

Allyson Johnston
Omar Coley

Frank Armenante

E. Finance and Budget

1. Resolve to approve March, 2021 Bills List.

[Batch 50](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11			\$100.00		\$100.00
40	40			\$48,100.00		\$48,100.00
GRAND	TOTAL	\$0.00	\$0.00	\$48,200.00	\$0.00	\$48,200.00

[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	\$461,106.31				\$461,106.31
Fund 10	TOTAL	\$462,434.31				\$462,434.31
20	20	\$22,209.14				\$22,209.14
63	63	\$67.95				\$67.95
GRAND	TOTAL	\$484,711.40	\$0.00	\$0.00	\$0.00	\$484,711.40

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 February, 2021 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 February, 2021](#) [Board Secretary's Report for February, 2021](#)

3. Resolve to approve Payroll amounts for March 15, 2021 (\$337,188.22) and March 31, 2021 (\$339,985.87).
4. Resolve to approve the monthly transfers for the month of [March, 2021](#).

Motion to Move Items

Moved by: _____

Seconded by: _____

Jared Fantasia	_____	Lisa Willever	_____
Stephen Thomas	_____	Allyson Johnston	_____
Leila Davis	_____	Omar Coley	_____
Abbey True Harris	_____	Frank Armenante	_____
Emily Green	_____		

VIII. Good of the Order

IX. Public Comment

X. Executive Session

Motion to Open Executive Session

Moved by: _____

Seconded by: _____

Jared Fantasia	_____	Lisa Willever	_____
Stephen Thomas	_____	Allyson Johnston	_____
Leila Davis	_____	Omar Coley	_____
Abbey True Harris	_____	Frank Armenante	_____
Emily Green	_____		

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: _____

Jared Fantasia _____
Stephen Thomas _____
Leila Davis _____
Abbey True Harris _____
Emily Green _____

Lisa Willever _____
Allyson Johnston _____
Omar Coley _____
Frank Armenante _____

XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 12th day of April, 2021; now, therefore, be it
THEREFORE, BE IT RESOLVED, that the April, 2021 meeting of the Mansfield Township Board of Education be and is hereby adjourned at ____pm.

Moved by: _____

Seconded by: _____

Jared Fantasia _____
Stephen Thomas _____
Leila Davis _____
Abbey True Harris _____
Emily Green _____

Lisa Willever _____
Allyson Johnston _____
Omar Coley _____
Frank Armenante _____