

**Mansfield Township School District
Board of Education Reorg Meeting Agenda
January 5, 2022**

I. Meeting to Start 6:30pm

Salute to the Flag

II. Oath of Office

Term of Office January 6, 2022 to January 2023 Reorganization

Swearing in of Ryan Ballard
Swearing in of James Sullivan

It is understood that the members taking the oath of office stipulates that they have and/or will read section 2.) Of this agenda as it pertains to the Board Member Code of Ethics. The newly sworn member shall sign a copy of said Code and it shall be retained in the personnel file.

III. Statement and Roll Call

1.) 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.

Roll Call of Board Members

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Allyson Johnston	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____

Administrators

Tiffany Moutis, Superintendent	_____	Glenn Kershner, MTES Principal	_____
Danielle Dolci, Business Adm/Bd Sec	_____	Stacy Cullari, JHES Principal	_____
Fred Knaak, Facilities Manager	_____	Kelly Gamez, Director of Curr. & Inst.	_____
Jason Shainline, Sup. of Special Services	_____		

2.) Code of Ethics for School Board Members

A school board member shall abide by the following Code of Ethics for School Board Members:

- I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

IV. Nominations from the Floor

Under the procedure of nominations from the floor, the chair calls for the nominations at the time established by rules or custom of the organization. A member need not be recognized by the chair to make a nomination. No second is required for a nomination. Once all nominations are submitted, the President

shall declare that nominations are closed. If there is only one nomination for a position, the President shall call for a motion to approve a single nominee for a position by unanimous consent. If there is more than one nominee for a position, the Board Secretary shall roll call the membership and that shall declare by name their choice for the position. The nominee with the most votes shall be elected to the position.

A. Nominations – Election of President

Danielle Dolci
President Pro Tempore

Motion Nominations Be Closed
[VOICE VOTE OR ROLL CALL FOR NOMINEE(S)]

Danielle Dolci
President Pro Tempore

Motion to Move Items

Moved by: _____

Seconded by: _____

Stephen Thomas _____
Emily Green _____
Abbey True Harris _____
James Sullivan _____

Andrea Melton _____
Allyson Johnston _____
Ryan Ballard _____
Frank Armenante _____

B. Nominations – Election of Vice President

President-Elect

Motion Nominations Be Closed
[VOICE VOTE OR ROLL CALL FOR NOMINEE(S)]

President-Elect

Motion to Move Items

Moved by: _____

Seconded by: _____

Stephen Thomas _____
Emily Green _____
Abbey True Harris _____
James Sullivan _____

Andrea Melton _____
Allyson Johnston _____
Ryan Ballard _____
Frank Armenante _____

V. 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.

VI. POLICIES AND PROCEDURES – BOARD OF EDUCATION POLICIES

- a.) Adoption of policies of the Board. Series 1000-Series 8000. The Board of Education wishes to adopt all existing district policies and New Jersey School Boards Association policies for the period from the reorganization meeting of Wednesday, January 5, 2022 to the reorganization meeting of 2023 subject to any revisions or modifications as are made pursuant to Board of Education Policy #9311 - "Formulation, Adoption and Amendment of Policies".
- b.) Adoption of bylaws of the Board, Series 9000 that details the role of the Board of Education as it pertains to its limits of authority, powers, purposes, duties, and its relationships with pupils, staff and community for the period of time from January 5, 2022 to the reorganization meeting in January 2023.
- c.) Adoption of procedures of the Board for the period of time from January 5, 2022 to the reorganization meeting in January 2023.
- d.) Adoption of the Policy 0142, Board Member Qualifications, Prohibited Acts and Code of Ethics.

Motion to Move Items

Moved by: _____

Seconded by: _____

Stephen Thomas _____
 Emily Green _____
 Abbey True Harris _____
 James Sullivan _____

Andrea Melton _____
 Allyson Johnston _____
 Ryan Ballard _____
 Frank Armenante _____

VII. POLICIES AND PROCEDURES

- a.) Designation of official publications in the Burlington County Times and Trenton Times newspaper, Legal Notices, RFP/Bid Solicitations and Meeting Notices.
- b.) Designation of official meeting dates, 2022 calendar year.

January 5, 2022 – Reorganization and Regular Meeting
 February 16, 2022
 March 14, 2022 - Budget Transmittal
 April 11, 2022
 May 2, 2022 Public Hearing/Regular Meeting
 June 13, 2022

July 11, 2022
 August 8, 2022
 September 12, 2022
 October 11, 2022
 November 14, 2022
 December 12, 2022

- c.) Designation of Board Parliamentarian, Danielle Dolci, Business Administrator/Board Secretary
- d.) Approve election results from the November 2021 Burlington County BOE Election for Mansfield Township.

James Sullivan 1784 votes
 Ryan Ballard 1346 votes

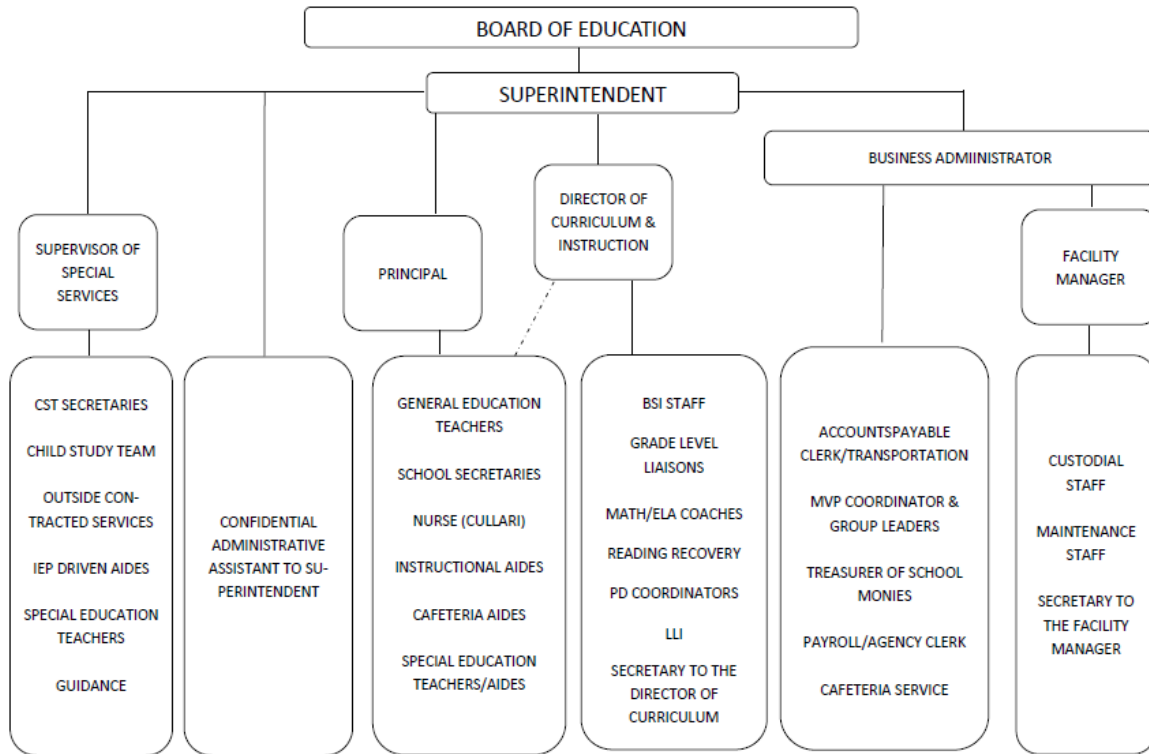
- e.) Approve the 2022 MTSD Board of Education Committees.

Committee Name	Time	Hosted by	<u>Suggested</u> Members*
Policy Personnel/ Negotiations	As Needed	Tiffany	1. Abbey True Harris 2. James Sullivan 3. Emily Green
Fiscal Building and Grounds/Security	As Needed	Danielle and Fred	1. Steve Thomas 2. Frank Armenante 3. Allyson Johnston
Curriculum Diversity	As Needed	Kelly (TBD - Stacy and/or Glenn)	1. Andrea Melton 2. Ryan Ballard 3. Frank Armenante

- f.) Approve Mansfield Township School District organization chart for 2022.

MANSFIELD TOWNSHIP SCHOOL DISTRICT ORGANIZATIONAL CHART

Revised: May 2021



Motion to Move Items

Moved by: _____

Seconded by: _____

Stephen Thomas _____
 Emily Green _____
 Abbey True Harris _____
 James Sullivan _____

Andrea Melton _____
 Allyson Johnston _____
 Ryan Ballard _____
 Frank Armenante _____

VIII. APPOINTMENT OF SPECIAL PERSONNEL SERVICES

- a.) Appointment of Treasurer of School Monies, Holman, Frenia Allison.
- b.) Appointment of public agency compliance officer, Danielle Dolci, Business Administrator/Board Secretary
- c.) Appointment of Board authorized representative, Danielle Dolci, Business Administrator/Board Secretary
- d.) Appointment of 504 Committee Coordinator, Jason Shainline, Supervisor of Special Services
- e.) Appointment of Custodian of Government Records, Danielle Dolci, Business Administrator/Board Secretary
- f.) Appointment of Integrated Pest Management Coordinator, Fred T. Knaak, Educational Facilities Manager
- g.) Appointment of Indoor Air Quality Designee, Fred T. Knaak, Educational Facilities Manager
- h.) Appointment of Asbestos Management Designee, Fred T. Knaak, Educational Facilities Manager

- i.) Appointment of Right to Know Compliance Designee, Fred T. Knaak, Educational Facilities Manager
- j.) Appointment of Harassment, Intimidation and Bullying Staff, Policy 5131.1, Stacy Cullari, Principal of John Hydock Elementary School
- k.) Appointment of Homeless Liaison and Assistant Homeless Liaison, Jason Shainline, Supervisor of Special Services and Danielle Dolci, Business Administrator/Board Secretary
- l.) Appointment of Affirmative Action Officer and Assistant Affirmative Action Officer, Glenn Kershner, Principal of Mansfield Township Elementary School and Danielle Dolci, Business Administrator/Board Secretary

Motion to Move Items

Moved by: _____ Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Allyson Johnston	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____

IX. APPOINTMENT OF BOARD SOLICITOR

- a.) Appointment of Mansfield Township School District Board Solicitor for General Counsel and Bond Counsel to be [Parker McCay P.A.](#) and the Busch Law Group for Special Education Counsel per agreements to provide legal services.

Motion to Move Items

Moved by: _____ Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Allyson Johnston	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____

X. APPOINTMENT OF DEPOSITORIES AND INVESTMENTS

- a.) Appointment of depositories and investments, 1st Constitution Bank
- b.) Approve use of facsimile signatures, President, Vice President, Superintendent of Schools, Treasurer of School Monies, and Business Administrator, Secretary to the Board
- c.) Authorize payment of bills between monthly meetings

Motion to Move Items

Moved by: _____ Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Allyson Johnston	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____

XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 5th day of January 2022; now, therefore, be it

THEREFORE, BE IT RESOLVED, that the January 5, 2022 meeting of the Mansfield Township Board of Education be and is hereby adjourned at ____pm.

Motion to Adjourn

Moved by: _____

Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Allyson Johnston	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____