



Mansfield Township School District

Board of Education Monthly Meeting Agenda

April 11, 2022

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 Member

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Vacant	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____
Simmer Bains	_____		

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	_____		

II. Presentations (Estimated Time: 30 Minutes)

Superintendent Presentation

JHES Student Spotlight February - Aliya Beckworth

MTES Student Spotlight February - Isabel Roche

Tenure Celebration - Ryan Bryzinski

BOE Member Recognition - Allyson Johnston

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 three 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

V. Committee Updates

Curriculum and Diversity, Fiscal and Building/Grounds, Policy and Personnel/Negotiations

VI. Approval of Minutes, Enrollment, Suspensions and HIB

1. Resolve to approve the [March 14, 2022 Regular Meeting Minutes](#)
2. Resolve to approve the two day out of school suspension at MTES for student #13662835.
3. Resolve to approve the one day out of school suspension at MTES for student #14003818.
4. Enrollment as of 4/1/2022:

Grade	Enrollment	Sections	Average per class
Kindergarten	74 (Special Education: 3; 1 of which are self contained)	4	18.25 1 SC
1 st Grade	68 (Special Education: 7; 4 of which is self contained)	4	16.00 4 SC
2 nd Grade	78 (Special Education: 11; 1 of which are self contained)	4	19.25 1 SC
3 rd Grade	66 (Special Education: 12; 2 of which are self contained)	3	21.33 2 SC
4 th Grade	72 (Special Education: 11; 5 of which are self contained)	3	22.33 5 SC
5 th Grade	71 (Special Education: 16)	3	23.66 0 SC
6 th Grade	79 (Special Education: 16; 3 of which are self contained)	4	19.00 3 SC
	Total: 508		
Preschool Disabled:			
PSD/Half & Full Day:	7 - PK3 Disabled Half Day Students 7 - PK4 Disabled Full Day Students 12 - PK4 Full Day General Education Students		
	Total: 26		
Out of District Placement:			
BCSSSD: 1- PreK	1		
Riverbank Charter School: 2-Kindergarten; 1-2nd grade	3		
Y.A.L.E.: 1 - 6th grade	1		
	Total: 5		
Total students in and out of district: 539			

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
Vacant _____
Ryan Ballard _____
Frank Armenante _____

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 2022-2023 agreement with the [Busch Law Group](#).

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
Vacant _____
Ryan Ballard _____
Frank Armenante _____

B. Personnel and Administration

1. Resolve to approve the following amended Long Term Substitute Teacher assignment.
Formerly approved on the June 14, 2021, November 8, 2021, and February 16, 2022 agendas.

Name	Position	Location	Dates	Replacing
Santos, Monica	Resource Room Teacher - Grade 2	JHES	From: 09/01/2021 - 04/06/2022 To: 09/01/2021 - 06/21/2022	Johnson

2. Resolve to approve the following Long Term Substitute Teacher assignment for the 2022/2023 school year.

Name	Position	Location	Dates	Replacing
DelMauro,	Teacher - 5th	MTHES	From:	Brown

Mallory	Grade		09/01/2021 - 03/08/2024	
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3. Resolve to approve the below 2022/2023 Extended School Year (ESY) staff and rates of pay.

Name	Title	ACCOUNT NUMBER	Teacher/Related Service # OF WORKING HOURS @ \$60/hr + \$300 prep day	MAX TOTAL COMPENSATION
Teachers				
Ashley Yeager	Teacher	11-000-219-110-05-104-000	45 hours + \$300 prep day	\$3,000
Instructional Assistants				
			Instructional Assistant # of working hrs @ \$14.75/hr or salaried rate of pay whichever is higher	
Meghan Kelly	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$16.63*	\$623.63
Sharmeen Khan	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Stephen Kotarski	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Errum Akhtar	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$16.13*	\$604.88
Cynthia DiPietro	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$20.31*	\$761.63
Stephanie Crisson	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554
Cynthia Hancock	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$15.58*	\$584.25
Donna Skrzenta	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554
Jessica Peter	Instructional Assistant	11-000-217-106-04-104-030	37.5 hours @ \$14.75	\$554

* Salary subject to change pending outcome of negotiations.

4. Resolve to approve the following individual for employment for the remainder of the 2021-2022 school year.

Name	Replacement/ New Position	Position/ Location	UPC Number	Effective Date	Salary	FTE
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Jaigobin, Seeranchee	Rose	MTES	CUS.FUL.040.01	04/04/2022	\$37,980.80 Step 1 - \$18.26/hr	1.00 8 hrs per day for 260 days
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5. Resolve to approve the below **Summer** 2022 appointments of staff and rates for extra compensation for each noted program.

	Name	Position	Payment	Account
Summer Academy Co-Lead Teacher	K.Omiatek	Summer Academy Co-Lead Teacher	Stipend: \$1,500 (1/2 to be paid 6/30/22 and pay period at the culmination of program)	20-484-100-100-00
	M.Konopada	Summer Academy Co-Lead Teacher	Stipend: \$1,500 (1/2 to be paid 6/30/22 and pay period at the culmination of program)	20-489-100-100-00-00
Summer Academy Teachers (ARP ESSER: Evidence-Based Summer Learning and Enrichment)	Elizabeth Janney	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Ryan Brydzindki	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Jill Fitzpatrick	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Cheryl Mastowski	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Kristine Soltesz	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Jacklyn Malpas	Summer Learning Academy Teacher	Rate of Pay \$60/teaching hour \$30/prep hour	20-489-100-100-00-00

			pay not to exceed: \$2,610	
Summer Learning Academy Substitute Teacher ARP ESSER: Evidence-Based Summer Learning and Enrichment	Diane D'Amico	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Kristine Perro	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Judy Shapiro	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Tracy Schwartzberg	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Johanna Sobon	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Deb Hart	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Karen Omiatek	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00
	Maureen Konopada	Summer Learning Academy Substitute	Rate of Pay \$60/teaching hour \$30/prep hour pay not to exceed: \$2,610	20-489-100-100-00-00

6. Resolve to approve the retroactive Teacher in Charge pay for the following employees.

Name	Title	Account Number	Retroactive Payment Amount
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Katz, Julie	School Counselor	11-000-240-103-04-106-000	\$500.00
Omiatek, Karen	Teacher - Math Coach	11-000-240-103-04-106-000	\$50.00

- Resolve to approve Lisa Price, a student from Western Governors University, to shadow Tara Kowalczyk, JHES nurse, for four hours on April 11, 2022 and four hours on April 12, 2022.
- Resolve to approve the administrative leave of employee #4616 from 04/06/2022 until 04/11/2022.

Motion to Move Items

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
 Vacant _____
 Ryan Ballard _____
 Frank Armenante _____

C. Policies and Procedures

- Resolve to approve the job description for [Teacher in Charge](#).

Motion to Move Items

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
 Vacant _____
 Ryan Ballard _____
 Frank Armenante _____

D. Curriculum

- Resolve to approve the below professional development and travel for the stated MTSD employee.

<i>EMPLOYEE /TITLE</i>	<i>TRAVEL DATES/LOCAT ION</i>	<i>SPONSORING ENTITY/ACCO UNT</i>	<i>EVENT DESCRIPTION</i>	<i>REGISTR ATION FEE</i>	<i>HOTEL AND MEALS</i>	<i>MILEAGE /TOLLS/ PARKING</i>	<i>TOTAL</i>
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Allan Regi	6/3/2022	Johnstone Supply	HVAC Continued Education	\$225.00	-	-	\$225.00
Karen Omiatek	5/11/2022,5/12/2022	Numeracy Consultants	Primary Numeracy (K-3, 3-6)	\$75.00 each	-	-	\$150.00
Sandra Place	5/16/2022	Bureau of Education and Research	School Based SLPs:Lang Disorder vs. Lang Differences for English Learners (Grades K-12)	\$279.00	-	48miles	\$295.80
Angela Stewart	5/6/2022	NJSAP	NJSAP Spring Conference	\$225.00	-	-	\$225.00
Johanna Sobon	5/16/2022	NJSBE	Elementary Conflict Resolution	\$0.00	-	-	\$0.00
Johanna Sobon	4/11/2022	NJSBF	Social Emotional/Character Development	\$0.00	-	-	\$0.00
Jason Shainline	5/13/2022	NJPSA/FEA	Special Education Summit	\$125.00	-	-	\$125.00

Motion to Move Items

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
Vacant _____
Ryan Ballard _____
Frank Armenante _____

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:	3/16/22	3/31/22

Type of Drill	Fire	Lockdown Drill
Duration of Drill	3 min	5 min
Weather Conditions	Sunny & Warm	Warm & Windy
Participants of Drill	326	331
Brief Description of What Type of Drill was Conducted	Fire 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:	3/30/22	3/28/2022
Type of Drill	Fire	Shelter in Place (Outside Threat)
Duration of Drill	Approximately 5 minutes	Approximately 9 minutes
Weather Conditions	Cloudy/Warm	Cloudy/Cold
Participants of Drill	Entire student body and staff Approximately 250 people	Entire student body and staff Approximately 250 people
Brief Description of What Type of Drill was Conducted	Fire Drill was conducted without incident.	Shelter in Place was conducted without incident.
Person(s) overseeing Fire Drill: S Cullari		

Person(s) overseeing Security Drill: S Cullari, C Edolo

2. Resolve to approve the below facility use at Mansfield Township School District.

ORGANIZATION	EVENT	DATE(S)	TIME	FACILITY
CHAS	Pasta Dinner	May 20th, 2022	5:00pm-7:30pm	MTES Cafeteria
CHAS	Stock's Bakery Fundraiser Pick Up	June 10th, 2022	4:30pm - 7:15pm	MTES Portico

- 3. Resolve to approve the 4th grade field trip to Washington Crossing Park in June, 2022.
- 4. Resolve to approve the 1st grade field trip to Silver Lake Nature Center in May, 2022.
- 5. Resolve to approve the 5th grade field trip to the Franklin Institute in June, 2022.

Motion to Move Items

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
 Vacant _____
 Ryan Ballard _____
 Frank Armenante _____

F. Finance and Budget

1. Resolve to approve the April, 2022 Bills List.

[Batch 50](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$2,997.58		\$186,463.40		\$189,460.98
40	40			\$25,000.00		\$25,000.00
GRAND	TOTAL	\$2,997.58	\$0.00	\$211,463.40	\$0.00	\$214,460.98

[Batch 51](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10	\$9,249.00				\$9,249.00
10	11	\$361,064.98				\$361,064.98
Fund 10	TOTAL	\$370,313.98				\$370,313.98
20	20	\$18,417.98				\$18,417.98
63	63	\$26,649.76				\$26,649.76
GRAND	TOTAL	\$415,381.72	\$0.00	\$0.00	\$0.00	\$415,381.72

[Batch 52](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
71	71	\$1,404.73				\$1,404.73
GRAND	TOTAL	\$1,404.73	\$0.00	\$0.00	\$0.00	\$1,404.73

[Batch 79.80](#)

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$35,459.11	\$35,459.11
10	11			\$13,387.46		\$13,387.46
Fund 10	TOTAL			\$13,387.46	\$35,459.11	\$48,846.57
71	71			\$1,032.46		\$1,032.46
GRAND	TOTAL	\$0.00	\$0.00	<u>\$14,419.92</u>	\$35,459.11	\$49,879.03

- 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, 2022 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, 2022](#) [Board Secretary's Report for February, 2022](#)

- Resolve to approve Payroll amounts for March 15, 2022 (\$356,688.21) and March 31, 2022 (\$359,250.97).
- Resolve to approve the monthly transfers for the month of [April, 2022](#).
- Resolve to approve the acceptance of the American Rescue Plan (ARP) Homeless Children and Youth (HCY) II grant in the amount of \$2,034 along with the acceptance of the inclusion of the ARP HCY regional consortium.

Motion to Move Items

Moved by: _____

Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Vacant	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____
Simmer Bains	_____		

VIII. Good of the Order

BOE Member Interviews May 2, 2022

IX. Public Comment

X. Executive Session (Estimated Time: 1 hour)

Motion to Open Executive Session

Moved by: _____

Seconded by: _____

Stephen Thomas	_____	Andrea Melton	_____
Emily Green	_____	Vacant	_____
Abbey True Harris	_____	Ryan Ballard	_____
James Sullivan	_____	Frank Armenante	_____
Simmer Bains	_____		

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, 7 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

- 7. Any matter anticipating litigation or contract negotiation
- 8. Terms and conditions of employment/personnel matters

Motion to Adjourn Executive Session

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
 Vacant _____
 Ryan Ballard _____
 Frank Armenante _____

XI. Adjournment

WHEREAS, there being no further business of the Mansfield Township Board of Education to attend to on this 11th day of April, 2022;
 THEREFORE, BE IT RESOLVED, that the April, 2022 meeting of the Mansfield Township Board of Education be and is hereby adjourned at ____pm.

Moved by: _____

Seconded by: _____

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

Andrea Melton _____
 Vacant _____
 Ryan Ballard _____
 Frank Armenante _____