

MANSFIELD TOWNSHIP SCHOOL DISTRICT

Minutes

August 17, 2015

CALL TO ORDER The regular meeting of the Mansfield Board of Education was held in the Media Center at the Mansfield Township Elementary School, 200 Mansfield Road East, Columbus, New Jersey on Monday, August 17, 2015. The meeting was called to order by Mr. Mojena, Board President.

The secretary recorded the roll and announced a quorum present.

Members present: Mr. Marcial Mojena, Board President
Mr. Joseph Broski, Vice President
Mr. Jared Fantasia
Mrs. Stacey Nicosia
Mrs. Alison Perrone
Mr. Ramy Reddy
Mrs. Deborah Regi – Arrived at meeting at 6:31 pm.
Mr. Scott Shumway

Members absent: Mrs. Beverly Pencak

Others present: Mrs. Tiffany Moutis, Superintendent
Mrs. Joyce A. Goode, Business Administrator/Board Secretary

Mr. Mojena led the board and the public in the flag salute.

Mr. Mojena read the Open Public Meetings statement as follows:

STATEMENT OF NOTICE OF THE OPEN PUBLIC MEETING

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 on June 5, 2015 and the Trenton Times on June 5, 2015.

Presentation Mr. Glen Kershner - MTES School Goals: The Year in Review

CONSENT AGENDA

Motion by Mr. Broski, second by Mrs. Nicosia to approve the June Regular and Executive Session minutes.

MINUTES

June 1, 2015 Regular session minutes
June 1, 2015 Executive session minutes

Voice Vote: Unanimously carried by voice vote.

Motion by Mr. Broski, second by Mr. Fantasia to approve the July Regular and Executive Session minutes.

July 13, 2015 Regular session minutes

July 13, 2015 Executive session minutes

Voice Vote: Unanimously carried by voice vote. Mrs. Regi abstained on the Executive Session minutes.

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.

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.

COLUMBUS HOME AND SCHOOL REPORT

No Report

SUPERINTENDENT'S REPORT

Ms. Moutis discussed the 2015-2016 District Goals.

REVIEW OF THE FOLLOWING REPORTS

Motion by Mr. Broski, second by Mrs. Nicosia to approve the following reports.

Manager of Facilities
MTES Fire Drill – July 21, 2015

Voice Vote: Unanimously carried by voice vote.

Motion by Mr. Fantasia, second by Mr. Reddy to approve the following Action Items.

Action Items

Resolve to approve a NCLB Title I Coordinator position for the 2015-2016 School year.

Resolve to approve 2 fall and spring NCLB Title I afterschool teacher positions for the 2015-2016 School year.

Resolve to approve a NCLB Title I Afterschool program for the 2015-2016 School year.

Resolve, that the Board authorize the Superintendent of Schools to approve employment appointments between August 18, 2015 and the opening of school with the understanding that formal action will be taken at the September 21, 2015 Board meeting.

Resolve to approve the 2015-2016 Professional Development Plan.

Resolve to approve the revised Early Bird calendar for the 2015-2016 School year.

Resolve to approve Ashley Averack as a Part-Time Instructional Aide. Hourly rate \$12.24 as represented in the currently approved negotiated agreement.

Resolve to accept, with regrets, the resignation of Christine LaMaine, Secretary to the Business Administrator and Facilities Manager, effective August 15, 2015.

Resolve to approve Diane Buckley as Secretary to the Business Administrator and Facilities Manager, effective August 18, 2015. Annual Salary: \$42,000.00.

Resolve to approve part time hourly employment for Christine LaMaine to assist in Business Office as needed, August 27, 2015 - October 31, 2015. Hourly rate: \$23.26.

Resolve to approve establishment of part-time Child Study Team Secretary. The successful candidate will work 10-months per year, 5.5 hours per day at the negotiated hourly rate of \$15.85.

Resolve to accept, with regrets, the resignation of Sarah Martin, 6th Grade Inclusion Teacher effective August 4, 2015.

Resolve to approve Gail Rowan, Teacher, as presenter for new teacher orientation August 18 and 19, 2015. Hourly rate: \$40 representing the currently approved negotiated agreement. Not to exceed two hours.

Resolve to approve the following certified staff members to serve on a committee to collaborate a plan for Language Literacy Integration (LLI) and other special education department issues. Hourly rate: \$40 representing the currently approved negotiated agreement. Not to exceed two hours.

Nancy Sager
Amy Weinstein
Lisa Grieco
Carolyn Macauley
Gail Rowan
Sarah Weisenecker

Resolve to approve the following certified staff members to serve on 5th & 6th Grade Curriculum Planning Committee. Hourly rate: \$40 representing the currently approved negotiated agreement. Not to exceed two hours.

Jennifer Marinello
Denise Yockey

Resolve to approve medical disability leave of absence for Megan Zampino, Instructional Aide from September 14, 2015 through October 29, 2015.

Resolve to approve unpaid NJ and Federal Family Leave for Megan Zampino, Instructional Aide, from October 30, 2015 through January 21, 2016 (RTW January 22, 2016.)

Resolve to approve Brittany Sachs as Part Time Instructional Aide. Hourly rate: \$12.24 representing the currently approved negotiated agreement.

Resolve to approve Amy Smithson as Part Time Instructional Aide. Hourly rate: \$11.74 representing the

currently approved negotiated agreement.

Resolve the following certified staff members to present staff training on Benchmark Assessments on August 31, 2015. Hourly rate: \$40 representing the currently approved negotiated agreement. Not to exceed three hours for each staff member.

Karen Bressler
Trenna Stout

Resolve to accept, with regrets, the resignation of Karen Stuppi, School Library Media Specialist, effective on or before October 9, 2015.

Resolve to accept the resignation of Ashley Nyul as Instructional Aide, effective August 12, 2015.

Resolve to approve Ashley Nyul as part time Pre-Kindergarten Teacher for the 2015-2016 school year. Pro-rated annual salary of \$25,593.50 represents 0.5 of Step 1 BA on the currently approved negotiated agreement.

Resolve to accept the resignation of Carol Lawrence as Clerical Aide-MTES, effective August 13, 2015.

Resolve to approve Carol Lawrence as 10-month CST Secretary-Part Time, effective August 31, 2015. Hourly rate: \$15.85 as represented in the currently approved negotiated agreement.

Resolve to approve Elisa McKeon as Part Time Instructional Aide. Hourly rate: \$12.24 as represented in the currently approved negotiated agreement.

Resolve to approve Teresa Perez as Part Time Instructional Aide. Hourly rate: \$12.24 as represented in the currently approved negotiated agreement.

Resolve to approve change of job title:

From: Secretary to Superintendent/Child Study Team

To: Administrative Assistant to the Superintendent/Transportation Coordinator

Resolve to approve Robert Stinson as 6th Grade Inclusion Tenure-Track Teacher for the 2015-2016 school year. Annual salary of \$53,687.00 represents Step I MA on the currently approved negotiated agreement.

Resolve to approve the following Professional Visitation Applications:

Workshop/Seminar	Attendee	Date(s)	Cost
NJSBA Conference	Fred Knaak	October 27-29, 2015	No additional cost
IDA Fall Conference	Nancy Sager	October 16, 2015	\$190.00 (Member fee)
IDA Fall Conference	Sara Wiesenecker	October 16, 2015	\$230.00 (Non-Member Fee)
WISC-V + Beyond	Sharon Dixon	October 5, 2015	\$149.00

Roll Call Vote: Mr. Broski Yes Mr. Fantasia Yes Mr. Mojena Yes
 Mrs. Nicosia Yes Mrs. Pencak Absent Mrs. Perrone Yes
 Mr. Reddy Yes Mrs. Regi Yes Mr. Shumway Yes

BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

Motion by Mr. Broski, second by Mr. Shumway to approve the following Action Items.

A. ACTION ITEMS

Resolve, to approve the Board Secretary’s Monthly Certification of Line Item Status and the Board of Education’s Monthly Certification of Budgetary Major Account funds Status:

- a. Board Secretary’s Monthly Certification Budgetary Line Item Status: Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of May 2015 and June 2015, no budgetary line item account has encumbrances and expenditures, which in total, exceed the line item appropriation in violation of N.J.A.C. A: 23-11(a).
- b. Board of Education’s Monthly Certification of Budgetary Major Account/Fund Status: Pursuance to N.J.A.C. 6A:23-2.11(c)4, we certify that as of May 2015 June 2015 the review of the secretary’s and treasurer’s monthly financial reports, in the minutes of the board each month, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b).

Resolve to approve the July 2015 & August 2015 Bills and Claims.

- c. Batch: 0 \$26,764.84
- d. Batch: 51 \$289,555.02
- e. Batch: 52 \$13,480.10
- f. Batch: 53 \$8,791.81

Resolve to approve the following Facility Use Applications:

Name of Organization	Facility	Date (s)	Time
Northern Burlington Soccer Club	MTES Athletic Fields	8/1, - 12/1, 2015	11:00 am – 6:00 pm Saturdays & Sundays 5:00 pm – 8:00 pm Monday - Friday
MTEA	MTES Cafeteria	August 31, 2015	7:30 am – 9:30 AM
Girls Scouts Troop #22049	MTES Library	10/20, 11/3, 11/17, 12/1, 12/15/2015, 1/5, 1/19, 2/2, 2/23, 3/8, 3/22/2016	6:15 pm – 7:30 pm
Girls Scout Troop #22257	MTES Art Room	9/21,10/5, 10/19, 11/2, 11/16, 11/30, 12/14/2015, 1/4, 1/25, 2/8, 2/22, 3/7, 3/21, 4/11, 4/25, 5/9/2016	6:15 pm – 7:45 pm

Roll Call Vote:

Resolve to approve the Mansfield Municipal Tax payment schedule for Fiscal year 2015-2016 as follows, 10 equal monthly payments \$873,167.36 August 2015 – May 2016, June 2016 payment \$873,167.40. Total taxes due to the district \$9,604,841. Payment due the 10th of each month.

Resolve to approve the Mansfield Municipal Debt Service Tax schedule for fiscal 2015-2016 as follows 11 equal monthly payments \$96,172.27. Total taxes due to district \$1,057,895. Payment due the 10th of each month.

Resolve that the Home and School Association shall continue to be included as an additional insured for liability under the School Alliance Insurance Fund (SAIF) Coverage Document for the Mansfield Township Board of Education July 1, 2015 - June 30, 2016.

Resolve to approve the out of district placement for student 241646 to attend the Rugby School, tuition \$63,867.60 for fiscal year 2015-2016, plus the cost of transportation.

Resolve to approve the tuition contract between the Mansfield Township School District and the New Hanover Township School District. 1 New Hanover student will enroll in the Mansfield Township Special Education program September 3, 2015 – June 16, 2016 at the tuition rate of \$37,112, plus the cost of an Instruction Aide rate of \$20,720. Plus Related Services fees.

Resolve to approve a parent paid Kindergarten tuition contact between the Mansfield Township School District and student 00000 parents for the 2015-2016 school year at the certified annual tuition \$9,787. Per Diem rate \$54.37.

Resolve to approve Delta – T Group North Jersey, Inc. to provide substitutes as needed for the following non-Certified staffing positions: Instructional Aides, Custodian / Maintenance, Secretarial Services and Food Services.

Resolve to approve the disposal of PS Mail Pressure Seal System equipment.

Roll Call Vote:	Mr. Broski	Yes	Mr. Fantasia	Yes	Mr. Mojena	Yes
	Mrs. Nicosia	Yes	Mrs. Pencak	Absent	Mrs. Perrone	Yes
	Mr. Reddy	Yes	Mrs. Regi	Yes	Mr. Shumway	Yes

Old Business: Electronic Participation at Board Meetings, Full Day Parent Paid Pre-K., NJSBA Superintendent’s Evaluation for Diane Bacher. Board Self Evaluation.

Board members discussed and agreed to Electronic Participation at Board of Education meeting. Board members reviewed Policy 9322 and agreed to a first reading at the next scheduled meeting.

There was a lengthy discussion on Full Day parent paid Pre-K. Dori Levy informed that it would take about a year to develop the program and she would keep them updated on her progress throughout the year.

Board members were encouraged to complete the Board Self-evaluation as soon as possible.

New Business: Full – Day Parent Paid Pre-K survey results.

Public comment: Stephanie Hunsinger stated that she would like and would support a full day parent paid Pre- K program.

Executive session

Motion by Mr. Broski, second by, Mr. Shumway, to recess to Executive Session. The Board convened into Executive Session at 6:31 pm.

The vote: Unanimously carried by voice vote.

CLOSED SESSION RESOLUTION

WHEREAS, the Board of Education of Mansfield (“Board of Education”) has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session;

NOW, THEREFORE, BE IT RESOLVED THAT THE Board of Education will go into closed session for the following reasons outlined in N.J.S.A. 10:4-12:

Personnel

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the discussion of the aforementioned subjects may be made public at a time when the Board of Education Attorney advised the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

Motion by Mr. Broski, second by Mr. Fantasia to close Executive Session and reconvene to open session at 6:55 pm.

The vote: Unanimously carried by voice vote.

Adjournment

Motion by Mr. Broski, second by Mrs. Nicosia to adjourn the meeting at 8:45 pm.

Voice vote: Unanimously carried by voice vote.