

MANSFIELD TOWNSHIP SCHOOL DISTRICT

Minutes

April 11, 2016

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, March 14, 2016 at 6:30 p.m. The meeting was called to order by Mrs. Alison Perrone, Board President.

The secretary recorded the roll and announced a quorum present.

Members present: Mrs. Alison Perrone, Board President  
Mr. Jared Fantasia, Vice President  
Mr. Joseph Broski  
Mr. Lou Klein – Arrived at 6:35 pm  
Mrs. Stacey Nicosia  
Dr. Potharlanka - Arrived at 6:32 pm, left the meeting at 8:34 pm  
Mr. Ramy Reddy – Arrived at 6:36 pm  
Mrs. Deborah Regi  
Mr. Scott Shumway – Left the meeting at 7:30pm

Members absent:

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

Mrs. Perrone led the board and the public in the flag salute.

Mrs. Perrone 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 March 21, 2016 and the Times of Trenton on March 21, 2016.

Presentation – Tiffany Moutis – District Goals

a.) Student Spotlight – JHES, Hannah Gierman, Kindergarten

CONSENT AGENDA

Motion by Mrs. Nicosia, second by Mrs. Regi to approve the Regular and Executive Session minutes.

MINUTES

March 14, 2016 Regular session minutes  
March 14, 2016 Executive session minutes

Voice Vote: Unanimously carried by voice vote.

Mr. Broski abstained on the March 14, 2016 Regular and Executive session minutes. Mr. Reddy abstained on the March 14, 2016 Executive session minutes.

PUBLIC COMMENT - None

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.*

#### SUPERINTENDENT’S REPORT

Motion by Mr. Fantasia, second by Mrs. Regi to approve the following Board Reports.

#### REVIEW OF THE FOLLOWING REPORTS

JHES Nurse’s Report  
MTES Nurse’s Report  
JHES Fire Drill 3/11/2016  
Evacuation Drill 3/24/2016  
MTES Fire Drill 3/9/2016  
MTES Shelter in Place 3/10/2016  
MVP Fire Drill 3/7/2016, 3/24/2016  
MVP Shelter in Place Drill 3/4/2016, 3/23/2016

VOICE VOTE: Unanimously carried by voice vote.

Motion by Mrs. Nicosia, second by Mr. Fantasia to approve the following Actions Items.

#### Action Items

1. Resolve to Establish a Multiple Disabilities Program for the 2016-2017 School year.
2. Resolve to Eliminate 6<sup>th</sup> Grade In-Class Support Program at MTES for the 2016-2017 School year.
3. Resolve to Expand In-Class Support Program at MTES – Full Day Integrated Preschool for the 2016-2017 School year.
4. Resolve to approve Grace Porrini, R.N., MTES School Nurse for a maximum of twelve (12) days of work throughout the summer to prepare for the start of the 2016-2017 academic year at the rate of \$40 per hour.
5. Resolve to approve Christine Flasser, R.N., JHES School Nurse for a maximum of seven (7) days of work throughout the summer to prepare for the start of the 2016-2017 academic year at the rate of \$40 per hour.

6. Resolve to approve the 2016 Summer Work Schedule for the Administrative, Secretarial and Custodial Staff as follows:  
June 20 – August 26, 2016 - Monday through Thursday.  
Administrative/Secretarial Staff: – 7:30 a.m. to 3:30 p.m.  
Custodial Staff: 7:30 a.m. to 3:30 p.m.  
  
The district will be closed July 4, 2016 in observance of Independence Day.  
  
The district will be closed September 5, 2016 in observance of Labor Day.  
  
Normal hours will commence on August 29, 2016.
7. Resolve to approve District participation in the Burlington County Inclusion Project (BCIP) for fiscal year 2016-2017 at an annual estimated cost of \$885.60.
8. Resolve to approve all employees with teaching certifications to be placed in classrooms when substitute teachers are unavailable on an 'as needed' basis for the 2016-2017 School year.
9. Resolve to approve the employment contract for Joyce Goode, School Business Administrator/Board Secretary for the 2016-2017 School year as approved by the Burlington County Interim Executive Superintendent of Schools in accordance with N.J.S.A. 18A:7-8(j). an annual salary of \$121,175.38.
10. Resolve to approve the employment contract for Glenn Kershner, Principal MTES, for the 2016-2017 School year, annual salary \$115,749.41
11. Resolve to reappoint and approve the employment contract for Stacy Cullari, Principal JHES, for the 2016-2017 School year, annual salary \$93,730.00
12. Resolve to reappoint and approve the employment contract for Fred Knaak, Director of Facilities, for the 2016-2017 School year, annual salary \$98,850.00.
13. Resolve to reappoint and approve the employment contract for Elizabeth Pigott, Confidential Administrative Secretary to the Superintendent for the 2016-2017 School year, annual salary \$56,650.00.
14. Resolve to reappoint and approve the employment contract for Christine LaMaine, Payroll/Human Resources for the 2016-2017 School year, annual salary \$56,650.00.
15. Resolve to reappoint and approve the employment contract for Diane Buckley , Secretary to the Business Administrator and the Director of Facilities for the 2016-2017 School Year, annual salary \$43,260.
16. Resolve to approve Eines Cannizzo, Technology Aide, for a maximum of 60 summer hours for the 2016-2017 School year.
17. Resolve to accept with regrets the resignation from Elaine Cotton, Instructional Aide, effective, April 7, 2016.
18. Resolved, to approve medical disability leave of absence for Kristine Papero, JHES 2<sup>nd</sup> Grade Teacher, from September 1, 2016 to December 15, 2016. RTW 12/16/2016.
19. Resolve to approve Lauren Ward as a MVP Substitute at the negotiated MTES agreement rate, effective 4/12/2016.

20. Resolve to approve the following Facility Use Applications:

Name of Organization	Facility	Date (s)	Time
Mansfield Rec T-Ball	JHES Athletic Field	Wednesday nights	6:00 pm – 8:00 pm
CHAS	MTES Computer Lab	5/4/2016 5/11/2016	11:55 am – 12:20 pm
CHAS	JHES Gym	5/27/2016	6:15 pm – 8:30 pm

21. Resolve to approve the following Professional Visitation Applications:

Workshop/Seminar	Attendee	Date(s)	Cost
School Security Conference	Joyce A. Goode Fred Knaak	6/3/2016	\$198
Sustainability & School Grounds	Fred Knaak	4/29/2016	\$75
CM3 Evolving Building Symposium	Fred Knaak	4/21/2016	\$-0-
Systems 3000 Training	Christine LaMaine	4/13/2016 4/27/2016	\$-0-
Columbia University Writing Institute	Keira Scussa Nicole Gaspari	8/1-5/2016	\$4,995
The explosive Child	Cheryl Strickland	4/20/2016	\$-0-
Title I Technical Assistance for New Program Directors	Keira Scussa	4/25/2016	\$-0-

22. Resolve to approve the following Educational Field Trips:

Destination of Trip	Grade	Date (s)	Cost
Hamilton YMCA Saw Mill	6	05/25/2016	\$-0- Compliments of CHAS
Franklin Institute	5	5/5/2016	\$1,155
Silver Lake Nature Center	1	5/12/2016	\$800
MTES 1 <sup>st</sup> Grade Play	1	4/21/2016	\$-0-
Mock Bus Trip	K	5/4/2016	\$-0-

Roll Call Vote: Mr. Broski Yes Mr. Fantasia Yes Mr. Klein Yes  
 Mrs. Nicosia Yes Dr. Potharlanka Yes Mrs. Perrone Yes  
 Mr. Reddy Yes Mrs. Regi Yes Mr. Shumway Yes  
 Mr. Klein abstained on resolution 11. Mrs. Regi abstained on resolution 10, 11 & 12.

Motion by Mr. Shumway, second by Mrs. Nicosia to approve the Business Administrators Report.

BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A. ACTION ITEMS

1. 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 February 2016, 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 February 2016 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 April 2016 Bills and Claims.

- c. Batch: 52 \$13,347.83
- d. Batch: 51 \$295,280.85

BE IT FURTHER RESOLVED by the Mansfield Township Board of Education that the Superintendent of Schools and the Board Secretary are authorized to execute contracts and/or agreements for the term of July 1, 2016 to June 30, 2017 with the following:

Name	Service	Rates
Bayada Nurses	Nursing Services	\$55 per hour
Dori Levy	Learning Disabilities Teaching Consultant	\$85 per hour
Dimensions in Pediatric Physical Therapy, LLC	Physical Therapy	\$70 per hour

Resolve to approve the 2016-2017 Horizon Dental Insurance percentage increase as listed:

- a. Horizon Dental Total Care increase 0%
- b. Horizon Dental Option Plan 0% increase
- c. Horizon Dental Choice 0% increase

Be it resolved, by the School Board of Mansfield Township School District, County of Burlington, State of New Jersey, to appoint Joyce A. Goode, as the School Alliance Insurance Fund Commissioner for fiscal year 2016-2017.

Resolve to approve the Burlington County Education Services Unit Joint Transportation Agreement for Special Education Summer School, Special Education Winter Bus Routes, and Public, Non-Public and Vocational Schools for Fiscal Year 2016-2017.

Roll Call Vote:

Mr. Broski	Yes	Mr. Fantasia	Yes	Mr. Klein	Yes
Mrs. Nicosia	Yes	Dr. Potharlanka	Yes	Mrs. Perrone	Yes
Mr. Reddy	Yes	Mrs. Regi	Yes	Mr. Shumway	Yes

Old Business:

- a.) Board Self Evaluation – Execution Session
- b.) Superintendent Evaluation – Execution Session
- c.) Board Retreat

New Business:

Communication Between Districts – Dr. Potharlanka

- a.) Aflac – Mrs. Goode informed the Board that an Aflac representative wants permission to introduce Aflac to the district staff. This will be at no cost to the Board of Education.

Public comment: None

Executive session

Motion for closed session:

Motion by Mr. Broski, second by Mrs. Nicosia to recess to Executive Session. The board convened to Execution Session at 8:15 pm

The vote: Unanimously carried by voice vote.

CLOSED SESSION RESOLUTION - Legal

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:

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. Fantasia, second by Mrs. Nicosia to close Executive Session and reconvene to open session at 9:45 pm.

Adjournment

Motion by Mr. Broski, second by Mr. Fantasia to adjourn the meeting at 9:46 pm.

The vote: Unanimously carried by voice vote.