

## **MANSFIELD TOWNSHIP SCHOOL DISTRICT**

### Minutes

July 14, 2014

The regular meeting of the Mansfield Board of Education was held in the Superintendent's Conference room, at the Mansfield Township Elementary School, 200 Mansfield Road East, Columbus, New Jersey on Monday, July 14, 2014 at 1:03 p.m. The meeting was called to order by Mr. Broski, Board President.

The secretary recorded the roll and announced a quorum present.

Members present: Mr. Joseph Broski  
Mr. Marcial Mojena  
Mrs. Beverly Pencak  
Mrs. Alison Perrone  
Mrs. Deborah Regi

Members absent: Mr. Jared Fantasia  
Mr. Ramy Reddy  
Mr. Matthew Varava  
Mr. Curtis Wyers

Others present: Mrs. Diane Bacher, Superintendent  
Mrs. Joyce A. Goode, Business Administrator/Board Secretary

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

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

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 19, 2014 and the Trenton Times on June 19, 2014.

### 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.*

### Superintendent's Report

Motion by Mr. Mojena, second by, Mrs. Regi to approve the following reports:

- REVIEW OF THE FOLLOWING REPORTS
- Principal JHES
- Principal MTES
- Nurse JHES
- Nurse MTES
- Supervisor of Curriculum and Instruction
- Interim Supervisor of Student Services
- Facilities Manager
- Director of Food Services
- JHES Fire Drill – 6/2/2014
- Lock Down Drill – 6/5/2014
- MTES Fire Drill – 6/4/2014
- Lock Down Drill – 6/18/2014

The vote:      Yes (5)              No (0)              Absent (4)

### Consent Agenda

Motion by Mr. Mojena, second by Ms. Pencak to approve the following Actions items.

- Resolve to rescind prior approval of Stacy Cullari as Supervisor of Curriculum for the 2014 – 2015 school year.

- Resolve to approve Nicci Gosizk as Instructional Aide for 2014 Extended School Year (ESY) Program.
- Resolve to approve Maggie Parzyck as MVP Assistant Group Leader for 2014-15 school year, pending successful completion of criminal history review. Hourly rate: \$8.25.
- Resolve to approve the following individuals as Substitute MVP Group Leaders for the 2014-15 school year:

Pilar Nunez  
Kelly Walsh

- Resolve to accept, with regrets, the resignation of Janet Haney, Part Time Custodian, effective June 30, 2014.
- Resolve to approve Megan Manz as an Instructional Aide to work the extended school year July 7 – August 7, 2014.
- Resolve to approve Janet Haney as substitute custodian for the 2014-15 school year.
- Resolve to approve the medical disability leave of absence for Stacy Brophy, 4th Grade Teacher, from October 6, 2014 to November 25, 2014.
- Resolve to approve the NJ and Federal Family Leave for Stacy Brophy, 4th Grade Teacher, from November 26, 2014 through February 19, 2015. (RTW 02/20/2015).
- Resolve to approve the following individuals as Substitute Teachers for the 2014-2015 school year:

Damien Rafalowski  
Dianne Stelljes

- Resolve to approve the medical disability leave of absence for Sharon Dixon, School Psychologist, from November 12, 2014 to January 5, 2015.
- Resolve to approve the NJ and Federal Family Leave for Sharon Dixon, School Psychologist, from January 6, 2015 through March 24, 2015. (RTW 03/25/2015).
- Resolve to approve the following Professional Visitation Applications:

Workshop / Seminar	Attendee	Date(s)	Cost
Oppositional, Defiant & Disruptive Children	Cheryl Strickland	8/13/2014	\$199.99
E-Rate Training	Eines Cannizzo	10/7/2014	\$-0-

The vote: Mr. Broski Yes Mr. Fantasia Absent Mr. Mojena  
 Yes  
 Ms. Pencak Yes Ms. Perrone Yes Mr. Reddy Absent  
 Ms. Regi Yes Mr. Varava Absent Mr. Wyers  
 Absent

Motion by Mr. Mojena, second by Ms. Regi, to approve the following resolutions.

- BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT
- 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 fund 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 June 2014, 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 June 2014 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 June 2014 Bills and Claims.
  - c. Batch: 55 \$150,316.83 June 2014
  - d. Batch: 50 \$359,224.57 July 2014
- Resolve to approve the Extended School Year Transportation agreement with Northern Burlington Regional School District to transport student D.N. to Hampton Academy July 7- July 25, 2014 at the cost of \$2,502.
- Resolve to approve the Mansfield Municipal Tax payment schedule for Fiscal year 2014-2015 as follows, 10 equal monthly payments

\$856,046.45 August 2014 – May 2015, June 2015 payment \$856,046.50. Total taxes due to the district \$9,416,511. Payment due the 10<sup>th</sup> of each month.

- Resolve to approve the Mansfield Municipal Debt Service Tax schedule for fiscal 2014-2015 as follows 11 equal monthly payments \$94,360.90. Total taxes due to district \$1,037,970. Payment due the 10<sup>th</sup> 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, 2014-June 30, 2015.

The vote:	Mr. Broski	Yes	Mr. Fantasia	Absent	Mr. Mojena
Yes	Ms. Pencak	Yes	Ms. Perrone	Yes	Mr. Reddy
	Ms. Regi	Yes	Mr. Varava	Absent	Mr. Wyers
Absent					

\*\*\*\*\*Ms. Perrone abstained on # 6\*\*\*\*\*

Old Business

No Old Business

New Business

- Board Self Evaluation and Superintendent’s Evaluation.

Public Comment

- No Public comment

EXECUTIVE SESSION

Motion by Mr. Mojena, second by Ms. Regi to recess to close session. The Board convened into closed session at 1:42 pm.

The vote: Unanimously carried by voice vote.

The Board reconvened to public session at 4:20 pm.

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:

Discuss matters of Personnel

BE IT FURTHER RESOLVED that the Board of Education hereby declares that is 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.

- Resolve to approve the Memorandum of Agreement with Hainesport School district to share a Director of Curriculum and Instruction at a prorated salary of \$80,000 per year, during fiscal year 2014-2015.

The vote:	Mr. Broski	Yes	Mr. Fantasia	Absent	Mr. Mojena
Yes	Ms. Pencak	Yes	Ms. Perrone	Yes	Mr. Reddy
	Ms. Regi	Yes	Mr. Varava	Absent	Mr. Wyers
Absent					

Motion by Mr. Mojena, second by Ms. Perrone to adjourn the meeting at 4:20 pm.