

MANSFIELD TOWNSHIP SCHOOL DISTRICT

Board of Education Agenda

March 9, 2015

Minutes

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 9, 2015 at 6:30 p.m. 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 Arrived at 6:32 p.m.
Mrs. Stacey Nicosia
Mrs. Beverly Pencak
Mrs. Alison Perrone
Mrs. Deborah Regi
Mr. Scott Shumway

Members absent: Mr. Ramy Reddy

Others present: Mrs. Diane Bacher, 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 January 14, 2015 and the Trenton Times on January 14, 2015.

Motion by Mr. Broski, second by Mr. Shumway to recess to Executive session. The board convened into Executive session at 6:32 p.m.

Motion for closed session:

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:

Contracted Services

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.

Voice Vote: Unanimously carried by voice vote.

Motion by Mr. Broski, second by Mr. Fantasia to close the Executive session and reconvene to open session at 7:10 p.m.

PRESENTATION

Mrs. Joyce A. Goode, 2015-2016 Budget Presentation.

CONSENT AGENDA

MINUTES

February 9, 2015 Regular session minutes
February 9, 2015 Executive session minutes

Voice Vote

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.

No public comment

COLUMBUS HOME AND SCHOOL

SUPERINTENDENT'S REPORT

REVIEW OF THE FOLLOWING REPORTS

- Principal JHES
- Principal MTES
- Nurse JHES
- Nurse MTES
- Director of Curriculum and Instruction
- VVSA Report
- HIB Report
- Interim Supervisor of Student Services
- Facilities Manager
- Director of Food Services
- JHES Fire Drill – 2/25/2015
- Lock Down Drill – 2/27/2015
- MTES Fire Drill – 2/25/2015
- Lock Down Drill – 2/27/2015

Action Items

Motion by Mr. Broski, second by Mrs. Pencak to approve the following Action items:

- Resolve to approve medical leave of absence for Glenn Kershner, MTES Principal, effective April 2, 2015 through May 1, 2015. Return to work date: May 4, 2015.
- Accept, with regrets, the resignation of Michele Kovac, Instructional Aide, effective February 20, 2015.
- Resolve to approve Michele Kovac as Substitute Instructional Aide for the remainder of the 2014-2015 school year.
- Resolve to approve Amy Weinstein as the mentor for Corrienne Aviad at JHES.
- Resolve to approve Julie Leip as Substitute Teacher and Substitute Aide for the remainder of the 2014-2015 school year. As per contract: Substitute Teacher daily salary is \$80 and hourly rate for

Substitute Aide is \$9.50.

- Resolve to rescind the full-time contract of Shannon Slater, 1:1 Instructional Aide, effective March 11, 2015. The assigned student for whom she was hired has transferred to an out of district placement.
- Resolve to hire Shannon Slater as Part-Time Instructional Aide, effective March 12, 2015.
- Resolve to approve Christine Carney as Substitute Teacher for the remainder of the 2014-2015 school year. As per contract: Substitute Teacher daily salary is \$80.
- Resolve to extend replacement School Psychologist through March 27, 2015. Original approved end date was March 24, 2015. Additional days needed to review status of students with returning School Psychologist for the purpose of annual review season.
- Resolve to approve the 2015 – 2016 Mansfield Township School District calendar.
- Resolve to approve the following Field trips:

Destination of Trip	Grade	Date (s)	Cost
MTES	6	3/27/2015	-0-
Hamilton YMCA	6	6/3/2015	\$850

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

Motion by Mr. Broski, second by Mrs. Pencak to approve resolutions 1-4.

BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

ACTION ITEMS

- Resolve to approve an out of district tuition contract between the Y.A.L.E. School and Mansfield Township School District for student 230971, March 11, 2015 – June 30, 2015 at a prorated tuition of \$45,842.40.
- Resolve to approve the participation in the NJ DRLAP WAN and Internet Cooperative Purchasing Initiative – Contracting Guidance through Middlesex Regional Education Services Commission.
- Resolve to approve the Comcast Enterprise Services Contract July 1, 2015 – June 30, 2018.
- Resolve, to approve a tentative Annual Budget for the 2015-2016 School Year for submission to the Burlington County Department of Education as follows:

- a. WHEREAS, the Mansfield Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$9,500.00 for all staff and board members.

- b. BE IT RESOLVED that the tentative budget be approved for the 2015 - 2016 School Year using the 2015 - 2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

2014-15 Budget	General Fund	Special Revenue	Debt Service	Total
Total Expenses:	\$10,632,625.75	\$163,944.00	\$1,089,237.00	\$11,885,806.75
Less Est.	\$787,769.00	\$163,944.00	\$31,342.00	\$983,055.00

Revenues				
Budget Fund Balance	\$240,015.53	\$-0-	\$-0-	\$240,015.53
Taxes to be Raised	\$9,604,841.22	\$-0-	\$1,057,895.50	\$10,662,736.22

And to advertise said tentative budget in the Burlington County Times and the Trenton Times in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Mansfield Elementary School Media Center, 200 Mansfield Road East, Columbus, New Jersey on April 27, 2015 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2015 - 2016 School Year.

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

➤ 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:

- c. 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 January 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).
- d. 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 January 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 March 2015 Bills and Claims.

- e. Batch: \$
- f. Batch: \$

g. Batch: \$

- Old Business: A. Matrix B. Health Care Waiver C. June Board meeting date
- New Business: None
- Public Comment: None
- Executive session: None

Motion by Mr. Broski, second by Mr. Fantasia to recess to Executive session. The board convened into Executive session at 9:30 p.m.

Motion for closed session:

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:

Personal

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.

Voice Vote: Unanimously carried by voice vote.

Motion by Mr. Broski, second by Mrs. Regi to close the Executive session and reconvene to open session at 9:30 p.m.

Motion by, Mr. Broski, second by Mr. Shumway to approve the following resolution:

- Accept, with regrets, the retirement notification of Diane Bacher, Superintendent, effective June 30, 2015.

Roll Call Vote: Mr. Broski	Yes	Mr. Fantasia	Yes	Mr. Mojena
Yes				
Mrs. Nicosia	Yes	Mrs. Pencak	Yes	Mrs. Perrone
Yes				

Yes	Mr. Reddy	Absent	Mrs. Regi	Yes	Mr. Shumway
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Motion by Mr. Broski, second by Mr. Shumway to adjourn the meeting at 9:30 p.m.

The vote: Unanimously carried by voice vote.

Respectfully submitted

Joyce A. Goode
Board Secretary / Business Administrator