

MANSFIELD TOWNSHIP SCHOOL DISTRICT

Board of Education Agenda

April 27, 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, April 13, 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. Broski, Vice President
Mr. Jared Fantasia Arrived at 6:45 pm
Mrs. Stacey Nicosia Arrived at 5:45 pm
Mrs. Beverly Pencak
Mrs. Alison Perrone
Mr. Ramy Reddy
Mrs. Deborah Regi
Mr. Scott Shumway

Members absent:

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 April 17, 2015 and the Times of Trenton on April 18, 2015.

- PRESENTATION

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

CONSENT AGENDA

Motion by Mr. Broski, second by Mr. Reddy to approve the April 13, 2015 Regular and Executive session minutes.

- MINUTES
April 13, 2015 Regular session minutes
April 13, 2015 Executive session minutes

Voice vote: Unanimously carried by voice vote.

Motion by Mr. Reddy, second by Mr. Shumway to approve the April 14, 2015 Regular and Executive session minutes.

April 14, 2015 Regular session minutes
April 14, 2015 Executive session minutes

Voice vote: Unanimously carried by voice vote.

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.

COLUMBUS HOME AND SCHOOL

Mrs. Perrone reported that three CHAS board members are leaving the CHAS board and 3 new people are joining the board. Bingo night was very successful. CHAS is planning the end of the year events.

SUPERINTENDENT’S REPORT

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

REVIEW OF THE FOLLOWING REPORTS

- Principal JHES
- Principal MTES
- Nurse JHES
- Nurse MTES
- Director of Curriculum and Instruction
- HIB Report
- Interim Supervisor of Student Services
- Facilities Manager
- Director of Food Services

- JHES Fire Drill – 3/30/2015
- Lock Down Drill – 3/31/2015
- MTES Fire Drill – 3/30/2015
- Lock Down Drill – 3/27/2015

The vote:	Mr. Broski	Yes	Mr. Fantasia	Asbent	Mr. Mojena	Yes
	Mrs. Nicosia	Yes	Mrs. Pencak	Yes	Mrs. Perrone	Yes
	Mr. Reddy	Yes	Mrs. Regi	Yes	Mr. Shumway	Yes

Motion by Mr. Reddy, second by Mr. Broski to approve the following action items.

Mr. Broski opened discussion on the Principals report he enjoys reading the reports questioned if the reports needed to be as detailed as presented. Ms. Perrone responded that she likes the way the reports are presented. Mrs. Cullari (JHES Principal) informed the Board that she would follow any format the board wanted.

Action Items

- Resolve to approve intermittent, unpaid Federal and NJ State Family Medical Leave for Seeranchee Jaigobin, Cafeteria Aide, for up to twelve (12) weeks effective April 1, 2015.
- Resolve to approve Colleen Wood as a Substitute Teacher and Substitute Instructional Aide for the remainder of the 2014-2015 school year.
- Resolve to approve extension of leave for Christine Wemple, Teacher. Ms. Wemple is requesting an unpaid leave of absence (per professional contract Article 5A:5) from September 1, 2015 through January 31, 2016, Ms. Wemple’s return to work date will be February 1, 2016.
- 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 2015-2016 academic year at the rate of \$40 per hour.
- 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 2015-2016 academic year at the rate of \$40 per hour.
- Resolve to approve District participation in the Burlington County Inclusion Project (BCIP) for fiscal year 2015-2016 at an annual cost of \$885.60.
- Resolve to approve the 2015 Summer Work Schedule for the Administrative, Secretarial and Custodial Staff as follows:
 - June 22 – August 28, 2015 - Monday through Thursday.
 - Administrative/Secretarial Staff: – 7:30 a.m. to 4:15 p.m.
 - Custodial Staff: 7:15 a.m. to 4:30 p.m.

The district will be closed July 2, 2015 in observance of Independence Day.

The district will be closed September 7, 2015 in observance of Labor Day.

Normal hours will commence on August 31, 2015.

During the four-day work weeks, any absence from work (e.g. vacation, personal leave, sick leave or illness in family) will be charge at a rate of 1.25 days for each day not in attendance.

- Resolve to accept, with regrets, the resignation of Deniqua Owens, MVP Group Leader, effective April 25, 2015.
- Resolve to approve Deniqua Owens as Substitute Group Leader for the MVP Program, effective April 25, 2015.
- Resolved, to approve the medical disability leave of absence for Kristine Perro, 2nd Grade Teacher, from September 29, 2015 through October 26, 2015.
- Resolved, to approve the NJ and Federal Family Leave for Kristine Perro, 2nd Grade Teacher, from October 27, 2015 through January 19, 2016 (RTW 01/20/2016).
- Resolve to accept, with regrets, the resignation of Danny Nelson, Custodian, effective April 20, 2015.
- Resolve to approve the extension of medical leave of absence previously approved for Glenn Kershner, Principal. Previous return to work date was May 1, 2015. New return to work date to approve is June 1, 2015.
- Resolve to approve Richard Frame as the Interim Principal, April 23, 2015 – May 31, 2015 at the rate of \$400.00 per day.
- Resolve to approve all employees with teaching certifications to be placed in classrooms when substitute teachers are unavailable on an 'as needed' basis.
- Resolve to approve the following Field trips:

Destination of Trip	Grade	Date (s)	Cost
Northern Burlington Middle School	6	5/12/2015	\$-0-
MTES	2 nd	5/28/2015	\$-0-
MTES	2 nd	6/12/2015	\$-0-
Silver Lake Nature Center	1 st	5/15/2015	\$760.00
Mock Bus around Columbus	1 st	5/4/2015	\$-0-

- Resolve to approve the following Professional Visitation Applications:

Workshop/Seminar	Attendee	Date(s)	Cost
Co-Teaching & Collaborative Practices for General & Special Educators	Ashley Logan	5/27/2015	\$-0-
	Nicole Gaspari		
Managing Diabetes in Children	Grace Porrini	5/9/2015	\$90.00

- Resolve to approve Judea Lanzo as MVP Group Leader, effective April 27, 2015. Hourly rate: \$15.00.
- Resolve to approve Alexander Bak as Substitute Teacher for the remainder of the 2014-2015 school year.

The vote: Mr. Broski Yes Mr. Fantasia Asbent Mr. Mojena Yes
 Mrs. Nicosia Yes Mrs. Pencak Yes Mrs. Perrone Yes
 Mr. Reddy Yes Mrs. Regi Yes Mr. Shumway Yes

*****Mrs. Regi abstained on # 4.*****

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

ACTION ITEMS

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

- Resolve, to approve the Annual Budget for the 2015-2016 School Year as approved by 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 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 budget to the Executive County Superintendent of Schools for approval.

General Fund	\$10,871,243
Special Revenue Fund	\$ 153,253
Debt Service	<u>\$ 1,089,237</u>
	\$12,113,733

BE IT FURTHER RESOLVED to acknowledge that the 2015-2016 budget as described above will result in the following:

General Tax Fund levy	\$9,604,841
Debt Service	\$1,057,895

- 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 February 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 February 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 Health Benefits Sidebar Agreement between the Mansfield Township Board of Education and the Mansfield Township Education Association.
- Resolve to approve the first reading of the revised Health Benefit Waiver Policy 3431.2.
- Resolve to approve Educational Translation Services, Inc. to provide interpretation services at the rate of \$80.00 per hour.
- Resolve to approve the Agreement for Professional Services between the Burlington County Special Services School District and the Mansfield Township School District Board of Education for fiscal year 2015-2016.

The vote:	Mr. Broski	Yes	Mr. Fantasia	Asbent	Mr. Mojena	Yes
	Mrs. Nicosia	Yes	Mrs. Pencak	Yes	Mrs. Perrone	Yes
	Mr. Reddy	Yes	Mrs. Regi	Yes	Mr. Shumway	Yes

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

- Resolve to approve the April 2015 Bills and Claims.

e.	Batch: 52	\$13,750.73
f.	Batch: 53	\$442,223.81

The vote:	Mr. Broski	Yes	Mr. Fantasia	Asbent	Mr. Mojena	Yes
	Mrs. Nicosia	Yes	Mrs. Pencak	Yes	Mrs. Perrone	Yes
	Mr. Reddy	Yes	Mrs. Regi	Yes	Mr. Shumway	Yes

Old Business: None

New Business: None

Public Comment: None

Executive session

Motion by Mr. Broski, second by Mrs. Regi to recess to Executive session. The board convened into closed session at 6:10 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:

Superintendent Interview Documents

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. Reddy to close the Executive session and reconvene to open session at 6:30 pm.

Voice vote: unanimously carried by voice vote.

Motion by Mr. Broski, second by Mrs. Regi to adjourn the meeting at 6:35 pm.

The vote: Unanimously carried by voice vote.

Respectfully submitted

Joyce A. Goode
Board Secretary / Business Administrator