

Mansfield Township Board of Education

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Extract from the Minutes of a Regular Board Meeting of the BOARD OF EDUCATION OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, N.J. as recorded in the

The Board of Education of the Township of Mansfield in the County of Warren, N.J. convened the Regular Meeting on October 20, 2022 at 7:01 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

Present:

Ms. Annamaria Lalevee
Ms. Diane Margolin
Ms. Krysti Mastrolacasa - President
Mr. Jim Momary
Ms. Constance Quinn
Ms. Karri Reyes
Mr. Joseph Rodriguez
Mr. Mark Smith - Vice President
Ms. Linda Watters

Absent:

Also Present:

Administration:

Dr. Anthony Giordano, Superintendent
Mr. Paul DeAngelo, Business Administrator and Board Secretary
Mr. John Melitsky, Principal
Ms. Caryn Coscia, Supervisor of Curriculum and Instruction
Mr. Joseph Roselle, School Attorney

Others in Attendance: None

Board President Report - Ms. Krysti Mastrolacasa provided the Recycling center update and a BOE discussion took place on one of the upcoming ballot questions which may impact Mansfield Township School District. The consensus was to provide the questions and answers guides for voters on our website.

Superintendent Report

Dr. Giordano provided an update on the gymnasium floor and discussed the NJSLA scores presentation by Mr. Melitsky and Ms. Caryn Coscia at the November 17, 2022 BOE Meeting. Dr. Giordano mentioned this is the new baseline since testing has not occurred since 2019. Dr. Giordano discussed the upcoming parent teacher conferences for November 7th, 8th, and 9th. Dr. Giordano discussed the Strategic Planning goals and the district is looking forward to implementing this process. Dr. Giordano and Mr. DeAngelo provided an update on the oil

remediation. The district is out of pocket \$388,666.19; however, Dr. Giordano mentioned the update from the attorney's show the soil samples from June 2022 were good and Partners is going to ask for an update from DEP. Dr. Giordano mentioned the Halloween parade and festivities will be held on October 31st at 1:45 p.m.

Communications and Petitions - None
Executive Session - No executive session
Public Comments - No Public Comment

Consent Agenda

1. On a Motion by Ms. Watters, seconded by Ms. Reyes and carried by 8-0-0 roll call vote to approve the open and closed session minutes of the September 13, 2022 Regular meeting.
2. On a Motion by Ms. Watters, seconded by Ms. Reyes and carried by 8-0-0 roll call vote to approve minutes from the Strategic Planning Meetings dated:

September 26, 2022
October 3, 2022
October 17, 2022

*Ms. Margolin abstained from September 26, 2022 and the October 17, 2022, Mr. Momary abstained from the October 3rd, and Mr. Rodriguez abstained from the September 26, 2022.

Facilities/Green Team Agenda - Ms. Lalevee

Mr. Rodriguez presented the following motions:

1. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to ratify the quote from Window Film Depot in the amount of \$4,050.20 for school safety to be charged to Capital/Fund 12.
2. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the Bid from WB Mason for Media Center furniture in the amount of \$55,409.00 for Furniture and \$4,200.00 for Delivery and Installation to be paid by SRS grant number 2 and 3.
3. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to ratify the quote from Fortec Solutions for \$5,500.00 for school safety to be charged to Fund 12, Capital.
4. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the 2022/2023 Snow Removal Agreement with Stone Hill Excavating:
Snow Removal:
1-3" - \$ 900.00
3-6" - \$1,200.00
6-9" - \$1,625.00
9-12" - \$1,950.00
Backhoe Service to Move Snow \$165.00 per hour
Dump truck to haul snow if needed - \$150.00

Salting: Per application - per lot - \$845.00 flat rate.

5. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the 2022/2023 School Integrated Pest Management Plan.
6. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the submission of the 2022/2023 M-1 report maintenance requirements.
7. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the following resolution

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Mansfield Township School are consistent with these requirements, and Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby approves the attached Comprehensive Maintenance Plan (CMP); Be It Further Resolved that the Mansfield Township Board of Education authorizes the School Business Administrator to submit the attached CMP for the Mansfield Township School in compliance with Department of Education requirement.

8. On a Motion by Mr. Rodriguez, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve estimate #2319 from Great Lakes Recreation - DBA Boyce for \$6,453.84 for Little Toy Playground replacement parts to be paid by the Before and Afterschool Grant.

Items 1 to 8 were approved by one roll call vote.

Calendar/Education/Policy Agenda - Mr. Smith

Mr. Smith present the following motions:

1. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the Submission of the School Self Assessment HIB Scores.
2. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the 2022/2023 School Nursing Plan.
3. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve of the 2022/2023 Morning Academy paid by ESSER III funding.
4. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call to approve the 2022/2023 MOA between Mansfield Township BOE and Mansfield Township.

Items 1 and 4 were approved by one roll call vote.

Personnel/Culture Climate

Personnel/Culture Climate Committee Mr. James Momary

1. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve Tracey Wykoff as a maternity leave replacement teacher (Criminal History check completed), as recommended by the Superintendent.
2. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the FMLA request for SMID#19627215 from January 2, 2023 with return date of April 3, 2023 paid by PTO.
3. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the SCIP Committee. Mission: Ensure the effectiveness of the school's teachers.

Duties: Oversee mentoring and foster a culture of continuous improvement, conduct evaluations (including mid-year evaluations of teachers rated ineffective or partially effective), and identify opportunities to inform professional development.

Katie Mattison will not participate in evaluation activities.

4. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve Paul DeAngelo as the Affirmative Action Officer for the 2022/2023 school year.
5. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the following members: Marc Tyson, Michele Zappulla, Dawn Tironi, and Joan Isemann to the Affirmative Action Committee.
6. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to appoint Dr. Anthony Giordano as the Anti-Bully Coordinator, as recommended by the Superintendent.
7. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the following people to the School Safety Team:

Dr. Anthony Giordano	(Superintendent)
Mr. John Melitisky	(Principal)
Ms. Laurie Faverau	(Chair)
Ms. Danielle Samuels	(Co-Chair)
Ms. Corin Francisco	(Teacher)
Ms. Joan Isemann	(Nurse)
Ms. Beth Beardsley	(Parent)

8. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve Danielle Samuels and Lauri Favreau as the Anti-bullying Specialists, as recommended by the Superintendent.
9. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve custodian substitutes as recommended by the Superintendent. The substitutes to be determined.

Items 1 to 9 were approved with one roll call vote.

Township Agenda - Ms. Watters

Ms. Watters - No report

Finance Committee Agenda - Ms. Quinn

Ms. Quinn, Finance Chair, presented the following motions and mentioned the NJSBA conference enthusiasm and thank you for consideration.

1. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the Monthly Payroll:

September 15, 2022 - \$374,398.84

October 15, 2022 - \$394,885.95

2. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the General Fund Bill Lists September 14, 2022 to September 30, 2022 in the amount of \$1,037,750.14 and October 1, 2022 to October 20, 2022 Bill Lists in the amount of \$612,276.74:

General Fund/Fund 10: September 14, 2022 to September 30, 2022, in the amount of \$1,021,735.66;

Grant Account/Fund 20: September 14, 2022 to September 30, 2022, in the amount of \$6,614.48;

Cafeteria Account/Fund 51: September 14, 2022 to September 30, 2022, in the amount of \$0.00;

Before and Aftercare/Fund 60: September 1, 2022 to September 30, 2022, in the amount of \$9,400.00;

General Fund/Fund 10: October 1, 2022 to October 20, 2022, in the amount of \$596,400.77;

Grant Account/Fund 20: October 1, 2022 to October 20, 2022, in the amount of \$10,538.80;

Cafeteria Account/Fund 51: October 1, 2022 to October 20, 2022, in the amount of \$22,769.36;

Before and Aftercare/Fund 60: October 1, 2022 to October 20, 2022, in the amount of \$5,337.17.

3. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the September 2022 Budget Transfer Report

Fund 10 - \$37,675.49

Fund 20 - \$ 0.00

4. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the Circular State of New Jersey Department of the Treasury, in accordance with the Fiscal Year 20232 Appropriation Act and until further notice, the mileage reimbursable rate shall be \$.47 per mile from \$.315 per mile.
5. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the 2021/2022 Reclassifications for September 30, 2022 in the amount of \$67,673.62.
6. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the auditor Journal Entries and Reclassifications for 2021/2022.

Total Journal Entries	All Funds	\$1,744,617.67
Total Budget Transfers	Fund 10	\$ 1,111.48
	Fund 20	\$ 56,200.34
Total Reclassifications	Fund 10	\$ 84,127.50

7. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the AEDGrant.com for AED for Mansfield Elementary School secured by School nurse, Ms. Isemann.
8. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the 2022/2023 Annual Workshop for Mansfield Township School Board. Conference from October 24 - October 26, 2022. Conference \$2,100.00 plus reservations, travel, and meals.
9. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the 2022/2023 NJSBA Annual Workshop for Dr. Girodano, Conference from October 24-October 26, 2022. No cost to the district.
10. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the hold harmless agreement and modification of the SOP, Standard Operating Procedure, and BOE policy to allow for electronic signature on Mansfield Township School District checks as recommended by CDK Systems, Inc. Implementation date 1/2023.
11. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the quote from CDK Systems, Inc. (prorated for January 2023 to June 2023) will be \$2,450 (setup fee plus ½ year annual fee). The full fee for the 2023/2024 school year will be billed in July at \$2,700.00. Implementation date 1/2023.
12. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to ratify the 2022/2023 transportation cost for choice SID#2786276019 to Hackettstown Middle School. Transportation provided by WCSSS for \$188 per day.
13. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to ratify the 2022/2023 Preschool transportation cost for SID#7743805309 at \$180 per day.
14. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to ratify the out of district tuition contract with Warren Glen Academy for the 2022/2023 school year SID#7500393604 from October 5, 2022 until June 2022 total days 160 at rate of \$309.05. Transportation will be additional.
15. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to ratify the out of district placement for transportation for Warren Glenn SID#7500393604 as recommended by the Superintendent.
16. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the Professional Workshops and Travel as listed.
17. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the Monthly Certification of Funds motion to certify that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) as of

September 30, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

18. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the 2022/2023 Yearbook Club and staff as budgeted.

Items 1 -18 were approved with one roll call motion.

Public Comment - No Public Comment

New Business: School Board Election Ballot Question discussion addressed above.

Old Business: None

Future BOE Meeting Dates:

November 17, 2022 may be changed

December 15, 2022

January 5, 2023 Reorganization

Executive Session - Executive session was held on a motion made by Mr. Smith and second by Ms. Reyes for Personnel and Legal. Estimated time 20 minutes with no actionable items. On a motion by Mr. Smith and seconded by Ms. Mastrolacasa the Board adjourned from executive session.

Adjournment:

On a motion by Mr. Smith and seconded by Ms. Mastrolacasa, the BOE approved the adjournment of the BOE meeting at 7:54 p.m.

Respectfully Submitted,

Paul DeAngelo
SBA/Board Secretary



Mark Smith
Vice President