

## 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 September 13, 2022 at 7:03 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. Mark Smith - Vice President  
Ms. Linda Watters

**Absent:**

Mr. Joseph Rodriguez

**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. Christopher Sedefian, School Attorney

**Others in Attendance:** None

**Board President Report** - Ms. Krysti Mastrolacasa discussed the SWA meeting on September 1, 2022 CAP and Warren Hills Mansfield Dump initiative was discussed and Strategic Planning.

**Superintendent Report**

Dr. Giordano complimented the successful start of 2022/2023 school and the amazing SEL focused professional development for staff. He mentioned the new vibe at the beginning of the school year. Dr. Giordano mentioned Strategic Planning, the meeting dates and the importance of stakeholder involvement.

**Communications and Petitions** - None

**Executive Session** - No executive session

**Public Comments** - No Public Comment

## **Consent Agenda**

1. On a Motion by Ms. Lalavee, seconded by Ms. Reyes and carried by 8-0-0 roll call vote to approve the open and closed session minutes of the August 18, 2022 Regular meeting.

## **Facilities/Green Team Agenda - Ms. Lalevee**

Mr. Lalevee presented the following motions:

1. On a Motion by Ms. Lalevee, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the lease from Atlantic Tomorrows Office for Papercut MF for 4 device licenses for copiers in the Mansfield Township Elementary School. Lease/purchase amount is \$92.00 per month.
2. On a Motion by Ms. Lalevee, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the quote from The JDM Group for SonicWall Advanced Gateway Security Suite - 3 Year contract in the amount of \$11,880.00.
3. On a Motion by Ms. Lalevee, seconded by Ms. Reyes and carried by unanimous 8-0-0 to approve the quote from Kelley Bros, LLC for Gym Hall Fire Doors in the amount of \$11,034.00 to be paid from Capital.

Items 1 to 3 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 2022-2023 Virtual/Remote Plan for Mansfield Township School District.
2. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to ratify the 2022/2023 proposal with Small Factory Innovations for Silas in the amount of \$5,500.00.

Items 1 and 2 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 the addendum for Acrisure,LLC/Keyser (Human Resources) for the 2022/2023 School Year not to exceed \$35,000 to be paid from ESSERS III.
2. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve Approve the revision to Educational Technology Specialist job description effective 7/1/2022.

3. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the contractual change for Jennifer Teets effective 7/1/2022 contractual amount \$80,000.00..
4. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to ratify the hiring of Vicki Stamets 6th Grade In Class Support Teacher effective September 12, 2022 contractual amount \$62,573.00 (184 days) prorated amount \$60,532.46 (178 days) for CST as recommended by the Superintendent. **New Position paid by IDEA**
5. 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#12956702 from November 14, 2022 with return date of April 3, 2023.
6. 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#78505617 from September 6, 2022 with return date of December 14, 2022.
7. 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#35398106 from October 24, 2022 with return date of January 23, 2023.
8. On a Motion by Mr. Momary, seconded by Ms. Reyes and carried by unanimous 8-0-0 roll call vote to approve the following substitute(s) as listed:

Approve Elin DeIGhiaccio as a substitute nurse (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.

Items 1 to 8 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 after discussion regarding the transportation increases for 2022/2023. Dr. Giordano and Mr. DeAngelo discussed the RFP process and the ongoing issue with transportation contracts.

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

August 31, 2022 regular payroll in the amount of \$61,515.35.

2. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve August 19, 2022 to August 31, 2022 in the amount of \$313,968.63 and September 1, 2022 to September 13, 2022 Bill Lists in the amount of \$33,354.75:

General Fund/Fund 10: August 19, 2022 to August 31, 2022, in the amount of \$308,373.43;

Grant Account/Fund 20: August 19, 2022 to August 31, 2022, in the amount of \$2,900.00;

Cafeteria Account/Fund 51: August 19, 2022 to August 31, 2022, in the amount

of \$0.00;  
 Before and Aftercare/Fund 60: September 1, 2022 to September 30, 2022, in the amount of \$2,695.20;  
 General Fund/Fund 10: September 1, 2022 to September 13, 2022, in the amount of \$33,354.75;  
 Grant Account/Fund 20: September 1, 2022 to September 13, 2022, in the amount of \$0.00;  
 Cafeteria Account/Fund 51: September 1, 2022 to September 13, 2022, in the amount of \$525.00.  
 Before and Aftercare/Fund 60: September 1, 2022 to September 13, 2022, in the amount of \$0.00.

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

Fund 10 - \$0.00  
 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 2021/2022 Reclassifications for July 31, 2022 in the amount of \$0.00.
5. 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 shared nurse agreements with Warren Hill Regional High School, Washington Township, Washington Borough, Oxford, Franklin.
6. 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 transportation request for Choice SID#2786276019 to Hackettstown Middle School.
7. 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 Transportation contracts and rescind the previous motions for 2022/2023 Transportation:

<u>Fiscal Year</u>	<u>2021/2022</u>	<u>2022/2023</u>	<u>Increase</u>
Snyder Bus Company	\$340,955.64	\$347,469.00	\$ 6,513.36
Krapf School Bus	\$169,213.28	\$199,885.54	\$30,672.22
Franklin Township	\$111,998.70	\$147,960.00	\$35,961.30
Warren Hills Regional	\$212,462.93	\$230,223.24	\$17,760.31

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 Grants as listed:

ESEA Title I	\$84,930.00
ESEA Title II	\$15,165.00
ESEA Title II	\$17,832.00
ESEA Title IV	\$10,000.00
IDEA	\$164,514.00
IDEA Preschool	\$ 7,809.00
ESSERS III	\$405,386.00
Accelerated Learning Coaching and Educator Support	\$51,121.00

Evidence Based Summer Learning and Enrichment Activities	\$40,000.00
Evidenced Based Comprehensive Beyond the School Day	\$40,000.00
NJTSS Mental Health Support Staffing Grant	\$45,000.00
ARP - Homeless II	\$31,290.00
SRSA - 2020/2021	\$34,684.00
SRSA - 2021/2022	\$36,727.00
SRSA - 2022/2023	\$39,213.00
FEMA 2019/2020 (Labor/Fringes)	\$17,668.96
FEMA 2020/2021 (Labor/Fringes)	\$55,595.50
FEMA 2021/2022 (Labor/Fringes)	\$130,279.49
FEMA 2022/2023 (Labor/Fringes) Dependent Upon Covid	\$132,974.86
Before and Aftercare 2022/2023 (3 Yr \$40K Budget per Year)	\$120,000.00
Capital Maintenance and Emergent Project Grant	\$ 13,451.00

9. 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 requisitions/purchase orders as recommended by CDK Systems, Inc.
10. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve Partner Invoice 322757 dated August 23, 2022 in the amount of \$960.00 for the Oil Remediation Project.
11. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the obsolete inventory as of 8/31/2022 as listed.
12. 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.
13. 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 for Paul DeAngelo/Business Administrator/Board Secretary:
  - ASBO Conference - 9/14/2022 to 9/17/2022
  - NJSBA Conference - 10/24/2022 to 10/26/2022
  - NJASBO 10/18/2022 - School Security
  - NJASBO 11/15/2022 - ESSERS Procurement
  - NJASBO 12/14/2022 - Pension Updates
  - NJASBO 1/24/2022 - Employment Issues
  - NJASBO 2/24/2022 - TBD
  - NJASBO 3/23/2022 - Purchasing
  - NJASBO 4/20/2022 - Audit Review
14. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the July 2022 Board Secretary and Treasurer's Report in the amount of \$714,370.60.
15. 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 August 31, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

16. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 8-0-0 unanimous roll call vote to approve the contract with Multilingual Psychoeducation Services, LLC for assessments to supplement the evaluations performed by the Districts Child Study Team.

Items 1 -16 were approved with one roll call motion.

**Public Comment - No Public Comment**

Mr. Melitsky mentioned his excitement about the new school year and thanked the Board and Administration.

**New Business:** Ms. Mastrolacasa and Ms. Reyes both thanked Ms. Teets in her new role.

**Old Business:** None

**Future BOE Meeting Dates:**

September 26, 2022 Special Meeting - Strategic Planning  
October 3, 2022 Special Meeting - Strategic Planning  
October 17, 2022 Special Meeting - Strategic Planning  
October 20, 2022  
November 17, 2022  
December 15, 2022

**Executive Session - No Executive Session**

**Adjournment:**

On a motion by Mr. Smith and seconded by Ms. Mastrolacasa, the BOE approved the adjournment of the BOE meeting at 7:37 p.m.

Respectfully Submitted,

Paul DeAngelo  
SBA/Board Secretary



Mark Smith  
Vice President