

## Mansfield Township Board of Education

50 Port Murray Road, Port Murray, NJ 07865

Phone: 908-689-3212, Ext. 1185

Fax: 908-689-9504

### 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 and the Public Budget Hearing on May 24, 2022 at 7:00 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

**Absent:**

Mr. Joseph Rodriguez  
Ms. Linda Watters

**Also Present:**

**Administration:**

Dr. Anthony Giordano, Superintendent  
Mr. Paul DeAngelo, Business Administrator and Board Secretary  
Mr. John Melitsky, Principal  
Mr. Marc Zitomer, School Attorney

**Others in Attendance:** Members of the public and staff were in attendance.

#### **Superintendent Report**

Dr. Giordano discussed the HIB grades and use of School Counselors for the next year. Dr. Giordano mentioned the return of the Spring Concert since the pandemic, The Warren Hills Middle School Principal and Peer Leaders are coming to school next week, and the NJSLA went well. Thank you to Mr. Melitsky, Ms. Teets, Teachers, staff and The JDM Group for pulling that together. Dr. Giordano also mentioned that Promotion is scheduled for June 20th and preparations are being put in place.

#### **Communications and Petitions - None**

**Public Comments:** - No Public Comment

**Executive Session** - No executive session was held

## **Consent Agenda**

1. On a Motion by Ms. Lalavee, seconded by Ms. Quinn and carried by 5-0-2 roll call vote to approve the open and closed session minutes of April 24, 2022 and Public Budget Hearing meeting. Ms. Margolin and Mr. Momary abstained.

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

Ms. Lalevee, Facilities/Green Team, presented the items before the BOE:

1. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to ratify the E2e contract in the amount of \$2,500.00 for ECF Funding. Total maximum eligible funding erate dollars are as listed:

The JDM Group \$37,448.50 to be applied against 2022/2023 student laptops  
Kajeet \$25,920.00 to be applied against 2022/2023 student internet access

2. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the Erate funding commitment in the amount of \$9,863.64 for Comcast Business Communications FRN 2299009124 for the 2022/2023 school year to be paid to the district.
3. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the quote from C&M Door Controls, Inc to replace the PCR, Principal Conference Room, in the amount of \$3,450.00 to be paid by Capital account.
4. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the quote from DeSapio Construction, Inc. for the concrete projects for the entrances of third grade, fifth grade, and sixth grade not to exceed \$38,980.00. Contract to begin July 1, 2022 and paid by Capital account.
5. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the quote SFB2Q2708-01 from Ben Shaffer Recreation, Inc. for the preschool playground project in the amount of \$34,879.60. Contract to begin July 1, 2022 and paid partially by IDEA and partially by Capital. Bid# ESCNJ 20/21-02; Co-op #65MCECCPS.
6. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the Media Center and Media Technology project per the 2022/2023 budget to be paid by CRCS funding. Quotes and costs will be presented at a future Board meeting.
7. On a Motion by Ms. Lalevee, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the disposal of obsolete inventory per the attached list.

## **Calendar/Education/Policy Agenda**

Mr. Smith, Calendar/Education/Policy Chair, discussed the Policies Updates will be available for 1st and 2nd Readings for the Board, Administration, Parents, and Community to review. Ms. Margolin asked if they would be available on the website which Dr. Giordano confirmed.

1. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 7-0-0 roll call vote to approve the Strategic Planning 3D Model from New Jersey School Boards Association in the amount of \$4,000.00 for the 2022/2023 school year.
  
2. On a Motion by Mr. Smith, seconded by Ms. Reyes and carried by unanimous 7-0-0 roll call vote to approve 1st Readings for Policy Update 227 from Strauss Esmay as listed:
  - 1648.14 – Safety Plan for Healthcare Settings in School Buildings – COVID-19 - Policy(M) (ABOLISHED)
  
  - 1648.15 - Recordkeeping for Healthcare Settings in School Buildings – COVID-19 - Policy (M) (NEW) 1<sup>st</sup> Reading
  
  - 2415.04 - Title I – District – Wide Parent and Family Engagement - Policy (M)
  
  - 2416.01 – Postnatal Accommodations for Students - Policy (M) (New) 1<sup>st</sup> Reading
  
  - 2417 - Student Intervention and Referral Services Policy (M)
  
  - 2461 - Special Education/Receiving Schools - Policy (M)
  
  - 2461.06 – Special Education/Receiving Schools – Appropriately Certified and Licensed Staff - Regulation(M)
  
  - 2461.09 – Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs - Regulation (M)
  
  - 2461.10 - Special Education/Receiving Schools – Full Educational Opportunity - Regulation (M)
  
  - 2461.12 - Special Education/Receiving Schools – Length of School Day and Academic Year - Regulation(M)
  
  - 2461.14 - Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities - Regulation (M)
  
  - 2461.15 - Special Education/Receiving Schools – Operation of an Extended Academic Year Program - Regulation (M)
  
  - 2461.19 - Special Education/Receiving Schools – Behavior Modification Program- Regulation (M)
  
  - 3161 - Examination for Cause - Policy
  
  - 4161 - Examination for Cause - Policy
  
  - 5512 - Harassment, Intimidation, and Bullying – Policy (M)
  
  - 7410 - Maintenance and Repair – Policy & Regulation (M)
  
  - 7410.01 - Facilities Maintenance, Repair Scheduling, and Accounting – Regulation (M)
  
  - 8420 - Emergency and Crisis Situations – Policy (M)
  
  - 9320 - Cooperation with Law Enforcement Agencies – Policy & Regulation (M)

Mr. Smith, Chair, mentioned that we will be opening the 1st and 2nd Readings of the policies for review by the Board, Administration, and the public.

Ms. Margolin, Board Member, asked if the policies would be made available to the public. Dr. Giordano responded that we normally do that after the 2nd Reading, but we will be able to post online with 1st Reading notation.

### **Personnel/Culture Climate Committee Agenda**

Ms. Reyes moved the items before the Personnel/Culture Climate committee meeting:

1. On a Motion by Mr. Momary, seconded by Ms. Reyes carried by unanimous 7-0-0 Approve the 2022/2023 staff as listed.
2. On a Motion by Mr. Momary, seconded by Ms. Reyes carried by unanimous 7-0-0 Approve the resignation, with regret, Amy Cousins, effective end of the 2021/2022 School Year.
3. On a Motion by Mr. Momary, seconded by Ms. Reyes carried by unanimous 7-0-0 Approve the resignation, with regret, Micaela Piell, effective end of the 2021/2022 School Year.
4. On a Motion by Mr. Momary, seconded by Ms. Reyes carried by unanimous 7-0-0 Approve the FMLA request for SMID#51889137.
- On a Motion by Mr. Momary, seconded by Ms. Reyes carried by unanimous 7-0-0 Approve subs as listed, as recommended by the Superintendent:
  - 
  - Approve Bert Collins as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.
  - 
  - Approve Megan LaFrance as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.
  - 
  - Approve Phillip Appsley as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.

Ms. Mastrolacasa, BOE President, thanked the employees for their time in Mansfield and good luck with their future endeavors.

### **Township Agenda**

Ms. Quinn, Township Committee Member, discussed the meeting that took place between the School and Township to review the 2022/2023 Budget. Attendees were Ms. Quinn, Mr. DeAngelo, Ms. Dillion, and Ms. Mollineaux. Great meeting, questions, and comments and thank you for the time.

### **Finance Committee Agenda**

Ms. Quinn, Finance Chair, Ms. Quinn discussed the Finance items particularly Items #7 in that the district healthcare insurance was less than 5% and Item #11 where the district will again be paying the cost of Camp Kindergarten. Ms. Quinn was happy we are doing that again.

1. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve of Monthly Payroll April 30, 2022 in the amount of \$354,041.66 and May 15, 2022 in the amount of \$358,344.06.
2. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the April 25, 2022 to April 30, 2022 General Fund \$575,999.41 and May 1, 2022 to May 24, 2022 Bill List in the amount of \$502,873.95:

General Fund/Fund 10: April 29, 2022 to April 30, 2022, in the amount of \$568,954.14;  
 Grant Account/Fund 20: April 29, 2022 to April 30, 2022, in the amount of \$2,158.15;  
 Cafeteria Account/Fund 51: April 29, 2022 to April 30, 2022, in the amount of \$29,127.83;  
 Before and Aftercare/Fund 60: April 29, 2022 to April 30, 2022, in the amount of \$4,887.12;  
 General Fund/Fund 10: May 1, 2022 to May 24, 2022, in the amount of \$487,132.40;  
 Grant Account/Fund 20: May 1, 2022 to May 24, 2022, in the amount of \$11,059.05;  
 Before and Aftercare/Fund 60: May 1, 2022 to May 24, 2022, in the amount of \$4,682.50;  
 Cafeteria Account/Fund 51: May 1, 2022 to May 24, 2022, in the amount of \$21,501.69.

3. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the April 2022 Budget Transfer Report

Fund 10 - \$ 37,807.49  
 Fund 20 - \$ 37,838.68

4. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the 2021/2022 Reclassifications for ESEA and IDEA Grants for April 30, 2022 \$0.00.
5. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the Professional Workshops and Travel.
6. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the NJSIG budgeted insurance for 2022/2023 as listed:

WC	2021-2022	2022-2023
Professional Payroll	\$ 3,100,000.00	\$ 3,162,000.00
Non-Professional Payroll	\$ 237,000.00	\$ 241,740.00
Professional Rate	1.43	1.36
Non-Professional Rate	10.86	12.44
Individual MOD Factor	0.702584	0.697643
ERIC West Deviation	0.51	0.557

Commission	6%	6%	
Total	\$ 26,613.09	\$ 30,100.04	13.10%
Property +17.74%	\$ 16,768.00	\$ 17,970.27	
Pollution + 9.8%	\$ 278.00	\$ 305.24	
Restart + .79%	\$ 44.00	\$ 44.35	
Crisis Management +17.21%	\$ 86.00	\$ 100.80	
Equipment Breakdown +5.01%	\$ 1,485.00	\$ 1,559.40	
Crime +11.4%	\$ 433.00	\$ 482.36	
GL +8.86%	\$ 12,683.00	\$ 13,806.71	
AL -.18%	\$ 3,713.00	\$ 3,706.32	
APD +10.4%		\$ -	
Supp WC +4%	\$ 1,379.00	\$ 1,434.16	
E&O +4.45%	\$ 17,705.00	\$ 18,492.87	
NJSIG Totals	\$ 54,574.00	\$ 57,902.48	6.10%
Cyber	\$ 9,695.00	\$ 14,542.50	
Totals	\$ 90,882.09	\$ 102,545.02	12.83%
2020-2021 COVID Credit		\$ 4,013.00	
NET Increase		\$ 98,532.02	8.42%
EW Grant		\$ 2,200.00	

7. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the Hudson/Shore Group Healthcare insurance quotes for 2022/2023 School Year from Horizon, Delta Dental, and VSP for the SEHPB, Garden State, and the Direct Access 10:

**Horizon 4.23% increase from 2021/2022**

	<u>NJ EHP Plan</u>	<u>Direct Access 10</u>
Employee	\$1,119.77	\$1,206.64
EE+ Spouse	\$2,355.88	\$2,544.36
EE+ Child(ren)	\$1,885.98	\$2,032.01
EE + Family	\$3,183.65	\$3,438.35

**Delta Dental 2% reduction from 2021/2022**

One Party	\$ 52.02
Two Party	\$ 88.53
Three Party	\$142.09

**VSP Vision Same Rate from 2021/2022**  
VSP \$183.56

8. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the Student Insurance quote from QBE Insurance Corporation from TL Groseclose/Gallagher Special Risk in the amount of \$3,458.00 for the 2022/2023 school year.
9. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the submission of the Food Service Contract for Maschio's Food Service, Inc. for the 2022/2023 School Year.
10. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the transfer of \$2,125.00 from General Fund - Fund 10 to Fund 61 to cover the costs for Camp Kindergarten for the 2021/2022. Program moved from "pay to play" to district paid.
11. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the Camp Kindergarten Program for the 2022/2023 as district paid.
12. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the acceptance of the Before and Aftercare retention grant in the amount of \$4,000.00 to be paid to:
  - Jen Cicala
  - Robin Iaione
  - Samantha Ortiz
  - Patti Jo Raiello
13. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the acceptance of the Before and Aftercare Grant in the amount of \$120,000.00. District received ⅓ rd prepayment in the amount of \$80,000.00.
14. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to approve the March 2022 Treasurer's Report in the amount of \$1,286,496.23.
15. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 unanimous roll call vote to authorize the Board Secretary/Business Administrator and the Superintendent to implement the 2022/2023 budget pursuant with local and State policies and regulations.
16. On a Motion by Ms. Quinn, seconded by Mr. Smith and carried by 7-0-0 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 March 31, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Public Comment:**

Ms. Noctor, Paraprofessional, read a letter on behalf of MEA.

Ms. Dillon discussed the new policy updates and impact on QSAC. Dr. Giordano informed Ms. Dillion that she was confusing the policies with the HIB comment during the Superintendent's report. Ms. Dillion discussed the new curriculum standards which were addressed by both Dr. Giordano and School Attorney, Mr. Zitomer. Ms. Dillion asked if Policy 2406 PostNatal Breastfeeding was needed. Dr. Giordano mentioned "M" stands for "mandatory". Ms. Dillon also stated the Budget meeting was good and went a long way.

Ms. Lorentson discussed the new curriculum standards and the efforts by another NJ School not to adopt the new curriculum. Ms. Lorentson asked us to stand up for our Kids and do some research.

Ms. Mastrolacasa thanked everyone for their comments and would review and they are under advisement. Ms. Mastrolacasa mentioned strategic planning approved tonight, previous NJSBA BOE training, and District Goals. This will open the doors for communication. Mr. Zitomer mentioned public comment is not supposed to be a back and forth discussion. The Board President has the floor. Ms. Dillon commented on the number of attendees for which the School Attorney mentioned it is still a public meeting.

Ms. Margolin asked if we could concentrate on the safety of our students and staff considering the events that transpired today in Texas. Ms. Margolin mentioned that we should take comfort that our children and staff are home tonight.

**New Business:**

Ms. Lalevee asked about a letter of support prepared for the Community College. Ms. Mastrolacasa mentioned that the letter was discussed with Dr. Giordano and would be signed tonight.

**Old Business:**

Ms. Quinn, Finance Chair, mentioned the Before and Afterschool Grant and that we received the \$80K 2/3rd today.

Ms. Mastrolacasa, BOE President, mentioned the recycling center letter and resolution from the April 28, 2022 BOE was distributed to the neighboring schools for support because it directly impacts their areas.

**Future BOE Meeting Dates:**

June 16, 2022 - Regular Meeting/NJSBA Training

July 21, 2022 - Regular Meeting will be rescheduled to July 14, 2022.

August 18, 2022 - Regular Meeting

September 15, 2022 - Regular Meeting

**Executive Session:** On a motion by Mr. Smith and seconded by Ms. Reyes the BOE adjourned to executive session at 7:35 p.m. for legal and personnel and attorney client privilege with no anticipated action at this time. Executive sessions occurred from 7:35 p.m. to 9:30 p.m. Mr. Smith made a motion seconded by Ms. Quinn and approved by unanimous vote to close out the executive session.

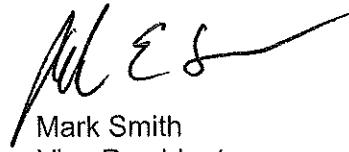
**Adjournment:**



On a motion by Mr. Smith and seconded by Ms. Quinn, the BOE approved adjournment at 9:30 p.m.

Respectfully Submitted,

Paul DeAngelo  
SBA/Board Secretary

A handwritten signature in black ink, appearing to read 'Mark Smith', with a long horizontal flourish extending to the right.

Mark Smith  
Vice President