

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 April 28, 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. Krysti Mastrolacasa - President
Ms. Constance Quinn
Ms. Karri Reyes
Mr. Joseph Rodriguez
Mr. Mark Smith - Vice President
Ms. Linda Watters

Absent:

Ms. Diane Margolin
Mr. Jim Momary

Also Present:

Administration:

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

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

Superintendent Report

The Culture and Climate Committee presented to the BOE.

Dr. Giordano and Mr. DeAngelo presented the proposed 2022/2023 Budget.

Communications and Petitions - None

Public Comments: - Ms. O'Meara, Teacher and MEA President, addressed questions regarding the 2022/2023 Calendar. The Superintendent and Committee chair responded.

Executive Session - No executive session was held

Consent Agenda

1. On a Motion by Ms. Lalevee, seconded by Mr. Rodriguez and carried by 7-0-0 roll call vote to approve the open and closed session minutes of March 24, 2022 and Public Budget Hearing meeting.

2. On a Motion by Ms. Lalavee, seconded by Ms. Quinn and carried by unanimous vote 8-1-0 roll call vote to approve the open and closed session minutes of April 7, 2022 Special Meeting BOE.

Items 1 -2 were approved with one roll call motion.

Facilities/Green Team Agenda - Ms. Lalavee

Mr. Rodriguez, Facilities/Green Team Chair, presented the items before the BOE:

1. On a Motion by Ms. Rodriguez, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve quote # 10480623 from Journey Ed for \$11,505.00 for Microsoft ED, part# 1765796 and 1765747 and rescind the previous motion from Journey Ed for prior Microsoft licensing.

Calendar/Education/Policy Agenda

Mr. Smith, Calendar/Education/Policy Chair, discussed the

1. On a Motion by Mr. Smith, seconded by Ms. Quinn and carried by unanimous 7-0-0 roll call vote to approve the 2022-2023 and the Board of Education on a second motion tabled 2023-2024 School Calendar.
2. On a Motion by Mr. Smith, seconded by Mr. Rodriguez and carried by unanimous 7-0-0 roll call vote to approve the date for Promotion - June 20, 2022, at 7:00 P.M.

Personnel/Culture Climate Committee Agenda

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

1. On a Motion by Ms. Reyes, seconded by Ms. Lalavee carried by unanimous 9-0-0 roll call vote to approve the hiring of Shalyn Spratt, long term Special Education leave replacement, for May and June 2022.

Township Agenda

Ms. Watters, Township Chair, discussed there was nothing to report.

Finance Committee Agenda

Ms. Quinn, Finance Chair, discussed the Finance Committee met virtually to discuss the items before the board and discussed the debt service refinancing was unfavorable due to interest increases by the federal government. Ms. Quinn also mentioned the savings was not budgeted in the 2022/2023 budget.

1. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 7-0-0 unanimous roll call vote to approve of Monthly Payroll: March 31, 2022 regular payroll in the amount of \$363,068.98.
2. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the March 25, 2022 to March 31, 2022 General Fund \$695,612.13 and April 1, 2022 to April 28, 2022 Bill List in the amount of \$467,258.40:

General Fund/Fund 10: March 25, 2022 to March 31, 2022, in the amount of \$310,634.35;
 Grant Account/Fund 20: March 25, 2022 to March 31, 2022, in the amount of \$16,880.88;
 Before and Aftercare/Fund 60: March 25, 2022 to March 31, 2022, in the amount of \$5,027.92;
 General Fund/Fund 10: April 1, 2022 to April 28, 2022, in the amount of \$90,628.52;
 Grant Account/Fund 20: April 1, 2022 to April 28, 2022, in the amount of \$8,832.15;
 Before and Aftercare/Fund 60: April 1, 2022 to April 28, 2022, in the amount of \$4,492.50;
 Cafeteria Account/Fund 51: March 25, 2022 to March 31, 2022, in the amount of \$19,625.49;
 Cafeteria Account/Fund 51: April 1, 2022 to April 28, 2022, in the amount of \$0.00.

3. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 9-0-0 unanimous roll call vote to approve the March 2022 Budget Transfer Report

Fund 10 - \$ 112,623.08
 Fund 20 - \$ 60,545.79

4. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the 2021/2022 Reclassifications for ESEA and IDEA Grants for March 31, 2022 \$42,611.29.
5. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve Ratify the amendment to WCSSS bus contract added morning run from April 4, 2022.
6. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve Approve the Professional Workshops and Travel.
7. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the prorated tuition for Before and Aftercare for the month of June 2022. Three weeks versus four weeks. $\$400 \times 75\%$ (three weeks) = \$375.00.
8. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the transportation consultant agreement in the amount of \$12,151.00 with Logic 54 for 2022/2023 at the same rate as 2021/2022.
9. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the refund of (\$4,013.00) from NJSIG for workers compensation for the 2021/2022 school year due to COVID-19 to be applied against 2022/2023.
10. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the 2022/2023 Safety Grant for security in the amount of \$2,200.00. The safety grant is a part of the NJSIG insurance consortium.

11. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the reallocation of the Facilities COVID-19 expenses for the 2021/2022 school year to the FEMA reserve account to be paid from COVID-19.
12. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the 50% reallocation of all Visitor Center expenses due to COVID-19 billable to FEMA.
13. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the quotes from Eastern Datacom for quote number LENS3 2022/2023 \$2,600.00 and ST Mitel 2022/2023 Support \$3,162.00.
14. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to ratify the quote MRCX873 from CDW for student headphones in the amount of \$2,504.00 to be paid by ESSERs.
15. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to ratify the contract with Direct Energy for procurement of fixed rate for Mansfield Elementary School for (36) Months. No cost to the Mansfield Township BOE.
16. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the February 2022 Treasurer's Report in the amount of \$1,134,106.59.
17. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to appoint Hudson Shore Group as the Broker of Record for Horizon, Delta Dental, and Horizon Prescription programs for 2022/2023 with Derek Dailey serving as Broker of Record.
18. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve Brown and Brown NJSIG as the Broker of Record for General Liability, Workers Compensation, Errors and Omissions for 2022/2023 with Bob Gemmell serving as Broker of Record.
19. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve T.L. Groseclose Associates, Inc. as the Broker of Record for Student Accident Insurance Basic & Voluntary for 2022/2023 with Maria Huber serving as Broker of Record.
20. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve BKC as the Auditors for the 2022/2023 school year with Jonathan Weiss serving as Auditor of Record.
21. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve Phoenix Advisory serving as debt service advisor for the 2022/2023 school year with Bryan Morris serving as advisor.
22. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to appoint Schenck Price Smith & King, LLP as attorney for the 2022/2023 school year with Marc Zitomer serving as Attorney of Record.

23. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 7-0-0 roll call vote to approve the transfer of the Capital Reserve account to the General Fund in the amount of \$338,752.44 as of 3/31/2022 and includes encumbrances.
24. On a Motion by Ms. Quinn, seconded by Ms. Lalevee carried by unanimous 7-0-0 roll call vote to approve Roll Call Vote - the adoption of the 2022/2023 Mansfield Township School District budget as follows:

<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund (10) \$ 10,575,633	\$6,095,259
Special Fund (20) \$ 536,190	
Debt Service Fund (40) \$ <u>457,650</u>	\$285,879
Total Base Budget \$ 11,569,973	

*Included in the budget is Capital Withdrawal \$150,000 for the purpose of infrastructure, security, and information system upgrades.

25. On a Motion by Ms. Quinn, seconded by Ms. Lalevee carried by unanimous 7-0-0 roll call vote to resolve that the amount of district taxes needed to meet the obligations of the Board of Education beginning July 1, 2022, through June 30, 2023, is \$6,095,259 for General Current Expense and \$285,879 for debt service to be received as follows:

Current Expense: Twelve payments of \$507,938.25 on the fifteenth (15th) of every month for a total of \$6,095,259.

26. On a Motion by Ms. Quinn, seconded by Mr. Rodriguez carried by unanimous 7-0-0 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 February 28, 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, asked about the Calendar Committees input on the 2022/2023 calendar. Both Mr. Smith and Ms. Watters responded to the comment. Ms. Molly Fraumeni discussed the Spring Party and thanked everyone. Ms. Fraumeni mentioned the PTA was going to help celebrate teacher appreciation week.

New Business:

Old Business - Ms. Mastrolacasa introduced the Land Recycling center resolution for which the BOE approved on the resolution a roll call motion.

Future BOE Meeting Dates:

- May 19, 2022 - Regular Meeting and Budget Adoption (if required) This meeting date was being rescheduled due to conflicts.
- June 16, 2022 - Regular Meeting - Ms. Lalevee mentioned that she has a conflict for that date.
- July 21, 2022 - Regular Meeting

Executive Session: On a motion by Mr. Smith and seconded by Ms. Reyes the BOE adjourned to executive session at 8:25 p.m. for legal and personnel with no anticipated action at this time. Executive sessions occurred from 8:25 p.m. to 9:37 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. Rodriguez and seconded by Ms. Smith, the BOE approved adjournment at 9:38 p.m.

Respectfully Submitted,


Paul DeAngelo
SBA/Board Secretary


Mark Smith
Vice President