

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 March 24, 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
Mr. Joseph Roselle, School Attorney

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

Superintendent Report

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

Communications and Petitions - None

Executive Session - On a motion by Mr. Smith and seconded by Ms. Reyes the BOE adjourned to executive session at 7:11 p.m. for legal and personnel. Executive session occurred from 7:11 p.m. to 7:45 p.m. Mr. DeAngelo made a roll call vote to come out of executive session.

Public Comments: - Ms. Dillon asked two questions. First, did the Board pass a resolution regarding the public comment and three minute rule. The second question was regarding the presence of the attorney at board meetings. Ms. Dillon asked if the full board approved the

attorney's attendance at the BOE meetings. Ms. Dillon expressed the cost to the taxpayers should be considered.

Mr. Haytaian, former Township board member and assembly member, asked if the board interviewed other superintendents and if not, why not. Mr. Haytaian stressed the importance of the relationship between the Board and the Township. Mr. Haytain asked another question regarding the three minute rule. Mr. Haytaian mentioned that it is important to let the public speak at meetings, important to listen to the voters, feel them out if you have a problem with it, get off the board.

Ms. Mastrolacasa closed the public comment session. Ms. Mastrolacasa addressed the budget process. The school attorney, Mr. Roselle intervened and mentioned the board is voting tonight on the preliminary 2022/2023 budget. Once the budget is approved by the County there is a 24 hour requirement to post the detailed budget on the district's website. The Budget Public Hearing on April 28, 2022 is where the public may ask questions. Ms. Mastrolacasa mentioned the public comment section and three minutes were recommendations from NJSBA so the meetings would run more efficiently. If there are fifty people we would need to accommodate them. Ms. Mastrolacasa discussed the importance of the township and board relationship to have open lines of communication and positive meetings. Ms. Mastrolacasa further mentioned the formation of the Township/Board Committee and several Board committees for the future.

Consent Agenda

1. On a Motion by Ms. Lalavee, seconded by Ms. Reyes and carried by 8-1-0 roll call vote to approve the open and closed session minutes of February 17, 2022 and Board Ordinance meeting. Ms. Margolin recused herself from the vote.
1. On a Motion by Ms. Lalavee, seconded by Ms. Reyes and carried by unanimous vote 8-1-0 roll call vote to approve the open and closed session minutes of March 3, 2022 Special Meeting BOE. Mr. Rodriguez recused himself from the vote.

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 Mr. Smith and carried by unanimous 9-0-0 roll call vote to approve the AME Inc. Maintenance Agreement # 22-021122-50NJ in the amount of \$2,867.32.
2. On a Motion by Ms. Rodriguez, seconded by Mr. Smith and carried by unanimous roll call vote to approve the quote from C&M Door Controls, Incorporated for replacement of the fourth grade doors. Total cost to furnish and install \$8,700.00. BOE approved the replacement in 2020 prior to COVID-19.

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

Calendar/Education/Policy Agenda

Mr. Smith, Calendar/Education/Policy Chair, discussed the calendar meeting on Wednesday where the committee collected all the survey results. Mr. Smith mentioned the committee was making headway. Ms. Mastrolacasa thanked the parents, staff, teachers and board members

who were part of the committee. Mr. Momary asked if we are still trying to align with Warren Hills calendar. Mr. Smith responded the survey cleared up a lot of issues and the starting day was discussed not for 2022/2023, but maybe for 2023/2024. Ms. Margolin further discussed the Warren Hill start date in response to Mr. Momary's question.

- No Action Items were approved for the calendar committee.

Personnel/Culture Climate Committee Agenda

Mr. Momary, Personnel Committee Chair, moved the items before the Personnel/Culture Climate committee meeting:

1. On a Motion by Mr. Momary, seconded by Mr. Smith carried by unanimous 9-0-0 roll call vote to approve the hiring of Megan Sliker as paraprofessional, \$16,528.00 effective 4/1/2022, as recommended by the Superintendent. Mr. DeAngelo asked that the Board consider revising the motion to include "to be paid by IDEA funds" which was amenable to the board.
2. On a Motion by Mr. Momary, seconded by Mr. Smith carried by unanimous roll 9-0-0 call vote to approve the GSCS, Garden State Coalition of Schools, Membership Resolution in the amount of the \$2,500 dues.

WHEREAS, the Board of Education wishes to join the Garden State Coalition of Schools (GSCS), a member-directed grassroots advocacy organization successfully representing Boards of Education, parents, school administrators and community members in advocating for quality education for all New Jersey students for 26 years, and

WHEREAS, the Board of Education desires to be part of GSCS' efforts to focus on the inter-related issues of academic achievement, educational practices and school finance, while continuing to strengthen New Jersey school programs that have led to high student achievement, and

WHEREAS, by joining GSCS, the Board of Education will be joining 100 other New Jersey school districts, and

WHEREAS, membership in GSCS is initiated by a one-time resolution from each Board of Education wishing to join the Coalition,

NOW THEREFORE BE IT RESOLVED that the Board of Education does agree to join the Garden State Coalition of Schools, and

BE IT FURTHER RESOLVED that the Board secretary be authorized to initiate membership arrangements and pay the yearly dues, which may be prorated for the remainder of the year where applicable, based on the resolution date.

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

Township Agenda

Ms. Watters, Township Chair, discussed there was nothing to report. Ms. Quinn mentioned she attended the Township Meeting on March 23, 2022. Ms. Quinn was happy to be there. Cake was had for the retirement of Police Chief Riley.

Finance Committee Agenda

Ms. Quinn, Finance Chair, discussed the Finance Committee met virtually to discuss the items on the agenda, the budget, and the budget process. Ms. Quinn mentioned the Finance Committee will be meeting consistently to go over the agenda items. Ms. Quinn thanked Mr. DeAngelo for the Budget presentation and his hard work for the board, school, and town. Ms. Quinn mentioned the item seven on the agenda for the budget is the big one, but this was the preliminary budget and that the budget needs to be approved by the County. The Budget will be posted on the website by tomorrow. Ms. Quinn mentioned the April 28, 2022 Public Budget Hearing date. Ms. Quinn further mentioned the increase in fed/market interest rates has made the refinancing unfavorable at this time and is not a part of the budget. We will continue to keep our eye on the market. A question was raised by Ms. Dillon if the budget was at 2% for which Ms. Quinn confirmed.

1. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 9-0-0 unanimous roll call vote to approve of Monthly Payroll:

February 28, 2022 regular payroll in the amount of \$371,585.79
March 15, 2022 regular payroll in the amount of \$362,196.92

2. On a Motion by Ms. Quinn, seconded by Ms. Reyes carried by unanimous 9-0-0 roll call vote to approve the February 18, 2022 to February 28, 2022 General Fund \$383,302.65 and March 1, 2022 to March 24, 2022 Bill List in the amount of \$225,012.27 and February Cafeteria Fund \$20,987.02 and March 24, 2022 Bill List in the amount of \$320.44:

General Fund/Fund 10: February 18, 2022 to February 28, 2022, in the amount of \$350,747.82;
Grant Account/Fund 20: February 18, 2022 to February 28, 2022, in the amount of \$14,312.45;
Before and Aftercare/Fund 60: February 18, 2022 to February 28, 2022, in the amount of \$18,242.38;
General Fund/Fund 10: March 1, 2022 to March 24, 2022, in the amount of \$702,692.68;
Grant Account/Fund 20: March 1, 2022 to March 24, 2022, in the amount of \$32,769.80;
Before and Aftercare/Fund 60: March 1, 2022 to March 24, 2022, in the amount of \$3,850.00;
Cafeteria Account/Fund 51: February 18, 2022 to February 28, 2022, in the amount of \$20,987.02;
Cafeteria Account/Fund 51: March 1, 2022 to March 24, 2022, in the amount of \$320.44

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

Fund 10 - \$22,010.96

Fund 20 - \$10,885.80
 Fund 60 - \$ 345.00

4. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by unanimous roll call vote to approve the 2021/2022 Reclassifications for ESEA and IDEA Grants for February 2022 - \$0.00.
5. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by unanimous 9-0-0 roll call vote to ratify an amendment to Snyder bus contract added morning run from February 28, 2022 additional mileage is 16 miles, Time 45 minutes.
6. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by unanimous 9-0-0 roll call vote to approve the following Travel and Expense Reimbursement Resolution:

Whereas, Mansfield School District Policy 9250b1 and NJAC 6A:23B-1.2 (b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2022/2023 school year.

Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby establishes the school district travel maximum for the 2022/2023 school year at the sum of \$75,000 and

Be It Further Resolved that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Note: As of March 24, 2022, the mileage, workshop accounts have the following totals:

Workshops:	\$5,807.73
Travel:	<u>\$ 88.90</u>
Total	\$5,896.63

7. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by roll call vote 8-1-0 (Ms. Watters voted no) to approve FY 2022/2023 school district budget for submission to the County Office of Education and voters as follows:

<u>BUDGET</u>		<u>LOCAL TAX LEVY</u>
General Fund	(10) \$ 10,575,633	\$6,098,814
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.

8. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 9-0-0 unanimous vote to approve the Professional Workshops and Travel.
9. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 9-0-0 unanimous vote to approve the January 2022 Treasurer's Report in the amount of \$1,243,737.20.

10. On a Motion by Ms. Quinn, seconded by Ms. Reyes and carried by 9-0-0 unanimous 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 January 31, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Items 1- 10 were approved by a roll call vote.

Public Comment:

Ms. Dillon provided a handout of questions to the Board for which she believed she may be slightly over the three minute requirement. Ms. Dillon mentioned possible cost saving considerations for the taxpayers regarding the superintendent contract process, not specifically Mr. Giordano. Ms. Dillon mentioned the prior hiring issue the superintendent came under controversy and asked if the board was considering going another direction this time. Ms. Dillon discussed Oxford's use of Superintendent and Principal mentioned other superintendents handling One Thousand, six hundred students. Ms. Dillon mentioned the budget is based on a 2% tax increase each year since the Superintendent and questioned the district's spending. Ms. Dillon mentioned the audit presentation from two meetings prior and that the fund balance went from \$500K to \$16K. Ms. Dillon asked if the board had given any consideration for a shared service for the Superintendent position. Ms. Dillon mentioned it may save the taxpayers money to advertise the position and be competitive. Ms. Dillon again mentioned the Oxford Superintendent and mentioned that both the Business Administrator and Principal were qualified at Mansfield. Ms. Dilloin discussed moving the vote on the budget to April. Ms. Dillon stated there will be a referendum question regarding moving the budget to April and questioned will the board honor the taxpayer's vote. The last question was regarding Ms. Dillon and the township's ability to meet with the Business Administrator prior to the public hearing.

Ms. Megan Orfield discussed the survey results and questioned the plans to rectify any issues. Ms. Orfield mentioned the fifty percent regarding the administration was glaringly obvious and questioned what the board is doing about it.

Mr. John Melitsky, Principal, discussed the great news happening at the school. Last Friday was the first dance in many years and one hundred thirty-five students attended. Mr. Melitisky thanked Ms. Bennett and Ms. Donaldson for arranging the staff/student basketball game that took place today and thanked everyone for coming to participate and provide support.

Ms. Kristin Baker, teacher, mentioned she was the part of the Warren County Gifted and Talented consortium and discussed that Mansfield had Six of our students place in the top ten, including Ms. Quinn's son. Ms. Baker also mentioned the virtual field trips with lab visits/ tours with actual lab scientists showed healthy and unhealthy tissues. Ms. Baker mentioned One hundred, Forty students, fourth through six grade, attended the bio labs. Ms. Baker concluded by speaking of SEL and that a panel meeting and that so far there were three hundred and ninety participants registered and hoped that others would register.

Ms. Ruth Byrnes, Art Teacher, mentioned that four Mansfield student's art works were approved by Warren County online art show and they hoped to be in person next year.

Ms. Selena Donaldson, Teacher, thanked the board for supporting the Culture and Climate Committee and the hard work being done. Ms. Donaldson mentioned that it meant a lot to everyone on the committee and nice to know that everyone is looking to work together in the future. Ms. Donaldson and Ms. Hutchins presented at the Personnel and Culture Climate Committee meeting.

Ms. Mastrolacasa attempted to close public comment; however, Ms. Dillon asked if she could ask one more question. Ms. Dillon asked about the HR company, who recommended, one board member or the entire board, confidentiality issues and that teachers were not feeling comfortable with the HR company.

MS. Mastrolacasa closed the public comment. The school attorney mentioned that the Board should not comment on the Superintendent contract and search. Dr. Giordano addressed Ms. Orfield's question regarding the Culture and Climate Committee who will be presenting at the April Board meeting. Dr. Giordano mentioned that Mr. Melitsky and Ms. Coscia met to address the administrative plans that will be presented to the full board. MS. Mastrolacasa thanked everyone who spoke up, Mr. Melitsky, Ms. Baker, Ms. Byrnes, and Ms. Donaldson. MS. Mastrolacasa mentioned the board will continue meeting with the Culture and Climate Committee and the focus is not only the teachers, but the whole team effort by the staff. Ms. Mastrolacasa mentioned the HR company came out of the meeting with the staff in July prior to the July Board meeting. One of the requests that staff was looking forward to was a confidential hotline not in this building. No names are divulged and the staff have a right to say no during an investigation. The Board wanted the staff to feel safe. Ms. Dillon mentioned they do not feel comfortable. Ms. Mastrolacasa mentioned that the Culture and Climate committee is one of the approaches to help the staff write/air out their concerns. Ms. Mastrolacasa discussed the importance of meeting the Township which is why they asked to meet. The school attorney mentioned that the Board is required to have a public hearing regarding the superintendent contract which will allow for the appropriate questions. The school attorney also asked that the board might want to allow time to answer the questions being raised instead of the "off the cuff" response back and forth. Ms. Mastrolacasa mentioned that it was okay to meet with the Business Administrator and the Finance Chair regarding the 2022/2023 budget. Ms. Quinn mentioned that Mr. DeAngelo shared Ms. Dillon's request to meet and that we would reach out. Ms. Dillon mentioned she did not care who attended this meeting.

New Business:

Ms. Quinn thanked the administration and staff for their hard work. Ms. Quinn mentioned her children attended the dance and basketball game. Ms. Quinn mentioned it makes her heart happy to see her children out and happy. Ms. Quinn thanked Ms. Bennett and Ms. Donaldson for the basketball game. Ms. Quinn mentioned that she is a taxpayer, but she is also here to help support her kids and all the kids.

Mr. Smith mentioned that his children also attended the dance and thanked everyone for their help and support.

Mr. DeAngelo thanked the staff for their help regarding the budget presentation and requirements and their adherence to the standard operating procedures that we are required under law.

Ms. Mastrolacasa mentioned her children attend(ed) Mansfield. Ms. Mastrolacasa said it was nice to see her daughter and all the children smiling and thanked everyone for making it possible. Ms. Mastrolacasa also asked if Ms. Favreau was in attendance because she was

named Warren County School Counselor of the year. Ms. Mastrolacasa thanked her for helping the students and families coming out of the pandemic. Ms. Mastrolacasa mentioned it was no easy task.

Old Business - Mr. Smith asked how to sign up for the Mansfield Minutes. Dr. Giordano mentioned that we will check the platform. Ms. Teets mentioned that once the Mansfield Minutes are released it is posted to the website. Dr. Giordano mentioned they will check the process.

Future BOE Meeting Dates:

April 7, 2022 - Special Meeting NJSBA Training & Budget Advertisement Release for advertisement

April 28, 2022 - Public Budget Hearing and Budget Adoption

Ms. Mastrolacasa mentioned that the Culture Climate Committee will present on April 28, 2022

May 19, 2022 - Regular Meeting and Budget Adoption (if required)


Executive Session: On a motion by Mr. Smith and seconded by Ms. Reyes the BOE adjourned to executive session at 9:09 p.m. for legal and personnel with no anticipated action at this time. Executive sessions occurred from 9:09 p.m. to 10:41 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 10:41 p.m.

Respectfully Submitted,


Paul DeAngelo
SBA/Board Secretary


Mark Smith
Vice President