

Mansfield Township Board of Education

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Extract from the Minutes of a 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 Public Regular Meeting on December 9, 2021 at 7:00 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

Present:

Ms. Molly Fraumeni
Ms. Krysti Mastrolacasa
Mr. Jim Momary - Vice President
Ms. Karri Reyes - President
Mr. Joseph Rodriguez
Mr. Mark Smith

Absent:

Mr. John Falco
Ms. Annamaria Lalevee

Also Present:

Administration:

Dr. Anthony Giordano, Superintendent
Mr. Paul DeAngelo, Business Administrator and Board Secretary
Mr. John Melitsky, Principal
Ms. Cayrn Coscia, Director of Curriculum and Instruction

Others in Attendance: There were several staff and community members in attendance.

Executive Session

An Executive Session was held from 7:02 p.m. to 7:16 p.m. for personnel and legal. On a motion by Mr. Momary and seconded by Ms. Fraumeni, the BOE went into executive session for personnel and legal. On a motion by Mr. Momary and seconded by Ms. Fraumeni, the BOE adjourned from executive session.

Superintendent Report:

Dr. Anthony Giordano acknowledged the Halloween Parade, Teacher of the Year, Ms. Jennifer Miccui and Support Person of the Year, Ms. Joan Isemann. Mr. Melitisky mentioned there were 49 nominations this year. Dr. Giordano mentioned the "new" newsletter for providing school news from the district being spearheaded by Ms. Denise Heymann.

Dr. Anthony Giordano turned the floor over to Mr. Meltisky, Principal and the Culture and Climate Committee for their presentation.

Mr. Melitsky and the Culture Climate Committee presented the Community and Staff results with positive feedback from the BOE.

Public Comments:

Ms. Linda Watters commented on the open ended questions for the Culture Climate report.

CONSENT AGENDA

On a Motion by Mr. Rodriguez, seconded by Ms. Fraumeni and carried with a 6-0-0 vote to approve the open and closed session minutes of October 14, 2021.

APPROVAL AGENDA

CURRICULUM/POLICY/FACILITIES

1. On a Motion by Mr. Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to approve the HIB Programs July 1, 2020 to June 30, 2021.
2. On a Motion by Mr. Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to approve the Integrated Pest Control Program for Mansfield Township BOE.
3. On a Motion by Mr. Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to approve the following Strauss Esmay Policies and Administrative Regulations:

Alert 225

SEA revised the following policies and/or regulations based on change in Statute, Code or law.

- 1648.13 - School Employee Vaccination Requirements Policy(M) (NEW)
- 1648.14 - Safety Plan for Healthcare Settings in School Buildings – COVID-19 Policy (M) (NEW)
- 2425 - Emergency Virtual or Remote Instruction Program - Policy(M) (NEW)
- 5751 - Sexual Harassment of Students - Policy(M)
- 5751 – Sexual Harassment of Students – Regulation (M)

Alert 224

SEA revised the following policies and/or regulations based on change in Statute, Code or law.

- 1648 – Restart and Recovery Plan - Policy (M) (ABOLISHED)
- 1648.02 – Remote Learning Options for Families - Policy (M) (ABOLISHED)
- 1648.03 – Restart and Recovery Plan – Full Time Remote Instruction - Policy (M) (ABOLISHED)

- 1648.11 – The Road Forward Covid-19 Health and Safety - Policy (M) (NEW)
- 2422 - Comprehensive Health and Physical Education - Policy(M)
- 2467 - Surrogate Parents and Resource Family Parents - Policy(M)
- 5111 - Eligibility of Resident/Nonresident Students - Policy (M)
- 5114 - Children Displaced by Domestic Violence - Policy (M) (ABOLISHED)
- 5116 - Education of Homeless Children - Policy
- 6115.01 - Federal Awards/Funds Internal Controls – Allowability of Costs - Policy (M) (NEW)
- 6115.02 - Federal Awards/Funds Internal Controls – Mandatory Disclosures - Policy (M) (NEW)
- 6115.03 - Federal Awards/Funds Internal Controls – Conflict of Interest - Policy (M) (NEW)
- 6311 - Contracts for Goods or Services Funded by Federal Grants - Policy (M)
- 7432 - Eye Protection - Policy & Regulation (M)
- 8420 - Emergency and Crisis Situations - Policy(M)
- 8420.01 - Fire and Fire Drills – Regulation - (M)
- 8540 - School Nutrition Programs - Policy(M)
- 8550 - Meal Charges/Outstanding Food Service Bill - Policy(M)
- 8600 - Student Transportation - Policy(M)
- 8810 - Religious Holidays(ABOLISHED)

4. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the Morning Academy for 2021-2022 effective 12/1/2021 paid for by ESSERS Funding.
5. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the approval of the Mansfield Township School District FMLA and NJFLA policies effective November 1, 2021.
6. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the submission of the 2021/2022 CMP and M1 submitted November 15, 2021.
7. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the submission of the 2021/2022 SOA, Statement of Assurance, submitted November 15, 2021.
8. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the submission of the 2021/2022 DRTRS for Transportation Reimbursement submitted November 15, 2021.
9. On a Motion by Mr.Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the quote from Fortec Solutions, LLC for equipment of (4) prox card readers at CST sidedoor, 6th Grade door, 4th Grade door (upon

installation of new 4th grade doors), and one spare reader. Total equipment cost \$4,187.89. Paid by ESSERS funding.

10. On a Motion by Mr. Rodriguez, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the T&M contract with Fortec Solutions, LLC in the amount of \$5,500.00 for camera replacement and installment, as recommended by the Superintendent. Paid by ESSERS funding.

Items 1 - 10 were approved with one motion.

APPROVAL AGENDA PERSONNEL

1. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by unanimous vote to approve the resignation, with regret, Lauren Babcock, Special Education Teacher, effective December 31, 2021.
2. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve the retirement, with regret, of Alan Pederson, Custodian, effective December 31, 2021. (Replacement Joshua Allen).
3. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve the hiring of Jennifer Cicala, paraprofessional, as of 12/1/2021, as recommended by the Superintendent paid by IDEA Funds.
4. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve the FMLA Request for SID# 47264429 returning 6/1/2022, as recommended by the Superintendent.
5. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve the FLA request for SID# 32712606 returning 1/24/2022, as recommended by the Superintendent.
6. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve a paid internship program for the Business Office effective January 1, 2022, as recommended by the Superintendent.
7. On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve the Substitutes as listed:

Karen Staada as a substitute Teacher (Criminal History check completed, pending Chapter 5, as recommended by the Superintendent.

Kristin Marusic as a substitute Teacher (Criminal History check completed, pending Chapter 5, as recommended by the Superintendent.

Hannah Mele as a substitute Teacher (Criminal History check completed, pending Chapter 5, as recommended by the Superintendent.

Heather King as a substitute Teacher (Criminal History check completed, pending Chapter 5, as recommended by the Superintendent.

7a.) On a Motion by Mr. Momary, seconded by Ms. Fraumeni and carried by unanimous vote to approve Kaitlyn Marsh as a substitute Teacher (Criminal History check completed, pending Chapter 5, as recommended by the Superintendent.

8. On a Motion by Mr. Momary, seconded by Mr. Rodriguez and carried by unanimous vote to approve Approve Alyssa Morin, as a student teacher, working in Kindergarten, Mrs. O'Brien for the the Spring 2022 and Fall 2022 School Year, as recommended by the Superintendent.

Item 1 was approved on a separate motion Items 2 - 8 were approved with one motion.

APPROVAL AGENDA

Finance Chair: Ms. Krysti Mastrolacasa

FINANCE

1. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve Monthly Payrolls:
October 15, 2021 - \$363,374.07
October 31, 2021 - \$359,405.57
November 15, 2021 - \$359,211.14
November 30, 2021 - \$358,212.72
2. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve Approve the October 15, 2021 - October 30, 2021 Bill List:
General Fund \$539,836.83
Cafeteria Fund \$2,181.00
3. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the November 1, 2021 - November 30, 2021 Bill List:
General Fund \$371,550.41
Cafeteria Fund \$22,492.66
4. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve Approve the September and October 2021 Budget Transfer Report:
Fund 10 - \$ 8,654.74
Fund 20 - \$43,448.69

5. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the submission and reimbursements of ESSER III Grant in the amount of \$608,506.00. Amount Available May 24th \$405,386.00.
6. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the submission of the Schools Development Authority Grant FY 22 Emergent and Capital Maintenance Needs in the amount of \$13,451.00 for the UV Lighting.
7. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the submission for payment for the Alyssa Grant in the amount of \$31,416.00. This grant was submitted in 2020 and 2021.
8. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the October 31, 2021 Reclassifications in the amount of \$183,281.11 for submission of Grant reimbursements.
9. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the reallocation of student activities account per auditor recommendations:

| | | | |
|--|----------------------|--|-----------------|
| Student Activities | | | |
| | | | |
| | | | |
| Deficit activity balances as of 6/30/21: | | | Balance 6/30/21 |
| | Ski Club | | (27.28) |
| | Kindergarten | | (1,811.12) |
| | 2nd Grade | | (1,788.17) |
| | 5th Grade | | (2,492.75) |
| | Miscellaneous | | (207.19) |
| | Box Tops | | (387.50) |
| | Scripps Spelling Bee | | (158.50) |
| | MTEF | | (650.00) |
| | | | (7,522.51) |
| Balances with available amounts | | | |
| | Interest | | 930.79 |
| | Music | | 580.91 |
| | Photography | | 429.00 |
| | Science | | 516.39 |
| | Tree | | 60.70 |

| | | | |
|-------|----------------------------|--|-----------|
| | Other Donations | | 964.37 |
| | Needy Glasses | | 765.49 |
| | Target Donations | | 1,210.84 |
| | Student Council | | 919.80 |
| | Other grade level accounts | | 12,414.14 |
| Total | | | 18,792.43 |

10. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the 2022/2023 Budget Calendar.
11. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the submission of E-rate for the 2022-2023 school year.
12. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the out of district placement Newmark School and transportation cost for Student ID# 2537710246.
13. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the Choice Student ID# 6460685747 for the 2022/2023 school year.
14. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the "In-person" June 7- 10, 2022 NJASBO conference for Business Administrator and Board Secretary, Paul DeAngelo.
15. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the following NJASBO training and courses for Business Administrator, Paul DeAngelo:
 - January 25, 2022 - Financial Planning
 - February 24, 2022- School Law and Legislation Update
 - March 22, 2022 – Purchasing
 - April 26, 2022 – Audit Review
16. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to ratify the submission of the 2021-2022 Merit Goal for Paul DeAngelo, Business Administrator and Board Secretary, per contract and Warren County approval.
17. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the obsolete inventory as listed.

18. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the release of the sealed bid for the sale and disposal of obsolete inventory.
19. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the release of RFP for Technology Services for 2022/2023.
20. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the release of RFP for Healthcare Insurance for 2022/2023.
21. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the submission of Erate funding for 2022/2023, as listed.
22. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to remove the Travel and Workshops since there were none.
23. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the following positions as signatories on the following Fulton Bank accounts effective January 1, 2022.

Account Signatory/(ies):

General Account - 3 of the following four:

President
Vice President
School Business Administrator
Treasurer

Payroll Account - 2 of the following five:

President
Vice President
School Business Administrator
Treasurer
Superintendent

Agency Account - 2 of the following five:

President
Vice President
School Business Administrator
Treasurer
Superintendent

Capital Reserve Account - 3 of the following four:

President
Vice President
School Business Administrator
Treasurer

Cafeteria Account - 2 of the following five:

President
Vice President
School Business Administrator
Treasurer
Superintendent

Student Activity Account - 2 of the following:

School Business Administrator
Treasurer
Superintendent

UCI Acct - 2 of the following:

School Business Administrator
Treasurer
Superintendent

Referendum 2014 - 3 of the following four:

President
Vice President
School Business Administrator
Treasurer

24. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the September 30, 2021 Treasurer's Report, \$1,793,026.13.
25. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by unanimous vote to approve the October 31, 2021 Treasurer's Report, \$840,089.96.
26. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve Monthly Certification of Funds Roll Call 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 November 30, 2021 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
27. On a Motion by Ms. Mastrolacasa, seconded by XXXX and carried by unanimous vote to approve in person Techspo Conference for the Superintendent January 26-28, 2022.

Motions 1-21 were approved with one motion and Item 27 was approved with a roll call vote, Items 23-25 were approved with one motion.

Public Comments:

Ms. Sharon O' Meara thanked Molly Fraumeni and John Falco for their time on the Board. Ms. O'Meara mentioned that MEA would be in touch with meeting dates with the Personnel Committee.

Executive Session: No Executive Session

New Business:

Mr. Momary provided an update on the Warren County meeting which was also virtually attended by BOE members, Ms. Mastrolacasa and Ms. Lalevee.

Mr. DeAngelo provided a brief update on Audit Updated 2020/2021, Debt Service Refinancing requiring motions at the January 2022 and February 2022 meeting with the sitting BOE and thanked Ms. Stankavich, Mr. Kady, and Ms. Ortiz for their help with FEMA. The district will receive over \$100K for the PPE due to COVID and received \$5K for the Snow Storm in 2020.

Old Business:

- Ms. Fraumeni said she wasn't going to do it but thanked everyone for allowing her to fill the need of the district as a BOE member. She said it was an honor serving on the Board of Education for Mansfield Township School District.
- Ms. Mastrolacasa also thanked Ms. Fraumeni. She also thanked Mr. Falco for his years of service on the Board of Education for Mansfield Township School District.

Future BOE Meeting Dates:

January 6, 2022 Reorganization and Regular Meeting

Adjournment:

On a motion by Mr. Rodriguez and seconded by Ms. Fraumeni, the BOE approved adjournment at 7:58 P.M. on a unanimous vote.

Respectfully Submitted,

Paul DeAngelo
SBA/Board Secretary



Jim Momary
Vice President