

Mansfield Township Board of Education

AGENDA Regular Meeting December 9, 2021 7:00 p.m.

Call to Order/Pledge of Allegiance - President, Ms. Karri Reyes

Statement of Advance Notice

Pursuant to Executive Order #103, dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020, P.L. 2020 Chapter 11 amended the Open Public Meeting Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency.

Adequate Notice and Electronic Notice of this meeting was given by:

1. Publication in the Star-Gazette, January 28, 2021 and Express-Times, January 26, 2021;
2. Advance written notice to the Mansfield Township Clerk;
3. Advance written notice posted on the bulletin board of the Mansfield Township School;
4. Posting of an electronic notice of this meeting on the district website which provided the time, date and instructions for: (a) access to a Regular Public Meeting, (b) a Remote Public Meeting, (c) how to provide public comment and (d) how to access the agenda.

Roll Call – Mr. Paul DeAngelo, Business Administrator & Board Secretary

Mansfield Township Board of Education:

Mr. John Falco
Ms. Molly Fraumeni
Ms. Annamaria Lalevee
Ms. Krysti Mastrolacasa
Mr. Jim Momary, Board Vice President
Ms. Karri Reyes, Board President
Mr. Joseph Rodriguez
Mr. Mark Smith

Administration:

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

Others in Attendance:

Superintendent's Report – Dr. Anthony Giordano

- Presentation - Culture and Climate Committee**

Communications and Petitions (If required) – The Superintendent and members of the Board may acknowledge any communications and/or petitions received.

Executive Session (If Required)

Public Comments on Action Items

Members of the community may comment on any action item included on the agenda. Please state your name and address for the record. All comments must be respectfully presented. Abusive or obscene comments will not be tolerated.

Consent Agenda - Recommended Action(s)

Approval of Minutes - Ms. Annamaria Lalavee

1. Motion to approve the open and closed session minutes of the October 14, 2021 meetings.

Approval Agenda

Curriculum/Policy/Facility Chair- Mr. John Falco

Curriculum/Policy/Facility Committee - Recommended Action(s)

1. Approve the HIB Programs July 1, 2020 to June 30, 2021.
2. Approve the Integrated Pest Control Program for Mansfield Township BOE.
3. 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. Ratify the Morning Academy for 2021-2022 effective 12/1/2021 paid for by ESSERS Funding.
 5. Ratify the approval of the Mansfield Township School District FMLA and NJFLA policies effective November 1, 2021.
 6. Ratify the submission of the 2021/2022 CMP and M1 submitted November 15, 2021.
 7. Ratify the submission of the 2021/2022 SOA, Statement of Assurance, submitted November 15, 2021.
 8. Ratify the submission of the 2021/2022 DRTRS for Transportation Reimbursement submitted November 15, 2021.
 9. 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. 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.

Approval Agenda

Personnel Chair: Mr. James Momary

Personnel Committee - Recommended Action(s)

1. Approve the resignation, with regret, Lauren Babcock, Special Education Teacher, effective December 31, 2021.
2. Approve the retirement, with regret, of Alan Pederson, Custodian, effective December 31, 2021. (Replacement Joshua Allen).
3. Approve the hiring of Jennifer Cicala, paraprofessional, as of 12/1/2021, as recommended by the Superintendent paid by IDEA Funds.
4. Approve the FMLA Request for SID# 47264429 returning 6/1/2022, as recommended by the Superintendent.
5. Approve the FLA request for SID# 32712606 returning 1/24/2022, as recommended by the Superintendent.
6. Approve a paid internship program for the Business Office effective January 1, 2022, as recommended by the Superintendent.
7. 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.

Approval Agenda

Finance Chair: Ms. Krysti Mastrolacasa

Finance Committee - Recommended Action(s)

1. Approve of Monthly Payroll(s):

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. Approve the October 15, 2021 - October 30, 2021 Bill List:
 General Fund \$539,836.83
 Cafeteria Fund \$2,181.00

3. Approve the November 1, 2021 - November 30, 2021 Bill List:
 General Fund \$371,550.41
 Cafeteria Fund \$22,492.66

4. Approve the September and October 2021 Budget Transfer Report:

 Fund 10 - \$ 8,654.74
 Fund 20 - \$43,448.69

5. Approve the submission and reimbursements of ESSER III Grant in the amount of \$608,506.00. Amount Available May 24th \$405,386.00.

6. 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. 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. Approve the October 31, 2021 Reclassifications in the amount of \$183,281.11 for submission of Grant reimbursements.

9. 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. Approve the 2022/2023 Budget Calendar.
- 11. Approve the submission of E-rate for the 2022-2023 school year.
- 12. Approve the out of district placement Newmark School and transportation cost for Student ID# 2537710246.
- 13. Approve the Choice Student ID# 6460685747 for the 2022/2023 school year.
- 14. Approve the “In-person” June 7- 10, 2022 NJASBO conference for Business Administrator and Board Secretary, Paul DeAngelo.
- 15. 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. Ratify the submission of the 2021-2022 Merit Goal for Paul DeAngelo, Business Administrator and Board Secretary, per contract and Warren County approval.

17. Approve the obsolete inventory as listed.
18. Approve the release of the sealed bid for the sale and disposal of obsolete inventory.
19. Approve the release of RFP for Technology Services for 2022/2023.
20. Approve the release of RFP for Healthcare Insurance for 2022/2023.
21. Approve the submission of Erate funding for 2022/2023, as listed.
22. Approve the Travel and Workshops as listed.
23. 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. Approve the September 30, 2021 Treasurer's Report, \$1,793,026.13.

25. Approve the October 31, 2021 Treasurer's Report, \$840,089.96.

26. 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.

Executive Session (If Required)

Public Comments - Students, parents, employees, and community members may comment on any item of interest pertaining to the Mansfield Township Elementary School. Please state your name and address for the record. All comments must be respectfully presented. Abusive or obscene comments will not be tolerated.

New Business - Members of the Board may introduce any new item or topic of discussion for the Board to consider.

- BOE Election Results and BOE Training for Elected BOE members
- Audit Updated 2020/2021
- Debt Service Refinancing - January 2022 and February 2022 Motions
- FEMA Update

Old Business - Members of the Board may comment on any item or topic that was previously discussed by the Board.

FUTURE BOE MEETING DATES:

January 6, 2022 - Reorganization and Regular Meeting

Mr. Joseph Rodriguez

Recommended Action - Motion to adjourn the meeting.