

# **Mansfield Township Board of Education**

## **AGENDA Regular Meeting March 11, 2021 7:00 p.m.**

**Call to Order** - Board President, Ms. Karri Reyes

**Pledge of Allegiance** - Board 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. Michael Coombs  
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 - Ms. Laurie Faverau and Ms. Danielle Leva, School Counselors - Virtual assemblies and SEL

**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 February 4, 2021 meetings.

### **Approval Agenda**

#### **Curriculum/Policy/Facility Chair- Mr. John Falco**

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

1. Approve motion to appoint Lauri Favreau Affirmative Action Officer.
2. Approve motion to appoint Marc Tyson, Michele Zappulla, and Dawn Tironi to the Affirmative Action Committee.
3. Approve motion to appoint Danielle Leva 504 Officer and Substance Awareness Coordinator.
4. Approve the request from parent for SID#3608609511 to attend the Mansfield Township Elementary School for the duration of the 2020/2021 school year.
5. Approve the creation and release of HVAC Bid Specifications for installation during the Summer 2021.
6. Ratify the submission of the New Jersey Department of Environmental Protection Site Remediation and Waste Management Program for Mansfield Township Elementary School for the Oil Remediation as prepared by school attorney for the Oil Remediation Project.

7. Approve two quotes from Independence Constructors for sump work to occur over Spring recess 2021 in the amount of \$15,263.00 and annual testing sump in the amount of \$1,950.00. Project previously BOE approved.
8. Approve the following Policy and revisions per Strauss Esmay, No. 222, January 2021:

P 0145	Board Member Resignation and Removal (M)
P 0164.6	Remote Public Board Meetings During A Declared Emergency (M) New
R 1642	Earned Sick Leave Law (M) (Revised)
P 1643	Family Leave (M) (Abolished)
P 3431.1	Family Leave (M) (Abolished)
P 3431.3	New Jersey Family Leave Insurance Program (Abolished)
P 4431.3	New Jersey Family Leave Insurance Program (Abolished)
P & R 5330.01	Administration of medical Cannabis (M) (Revised)
P 7425	Lead Testing of Water in Schools (M) (Revised)
R 7425	Lead Testing of Water in Schools (M) (New)
P & R 7430	School Safety (M) (Abolished)

No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulation Guides

P 2415	Every Student Succeeds Act (M) (Revised)
P 2415.01	Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
P 2415.02	Title I - Fiscal Responsibilities (M) (Revised)
P 2415.03	Highly Qualified Teachers (M) (Abolished)
P 2415.05	Student Surveys, Analysis, and/or Evaluations (M) (Revised)
P & R 2415.20	Every Student Succeeds Act Complaints (M) (Revised)
P 4125	Employment of Support Staff Members (M) (Revised)
P 6360	Political Contributions (M) (Revised)
P 8330	Student Records (M) (Revised)
P 9713	Recruitment by Special Interest Groups (M) (Revised)

9. Approve the Annual fees - 2020/21 Strauss Esmay for \$4,735.00. The fee includes District *Online* services for Mansfield website.
10. Ratify the Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Resolved in accordance with N.J.A.C. 6A:23A-5.3(b), the Mansfield

Township Board of Education approves the filing of a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2021-2022 school year, due to the district projecting an enrollment of less than 40 Medicaid eligible students per the October 15, 2020 ASSA report.

11. 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.

### **Approval Agenda**

**Personnel Chair: Mr. James Momary**

#### **Personnel Committee - Recommended Action(s)**

1. Ratify the 2020/21 contract change for Joseph Kady, from Supervisor of Custodians to Supervisor of Building and Grounds. Prorated contract revision to \$75,000.00.
2. Approve the Supervisor of Food Service Position, Job Description, and posting for the 2021/22 school year.

3. Approve the resignation with regret of Suzanne Brand, paraprofessional, effective July 1, 2021.
4. Resolved, that employee I.D.# 19395953 requested a Family Medical Leave (FMLA) absence from about April 1, 2021 which shall be unpaid with benefits; and

Be it further resolved, that the employee shall be responsible for remitting to the Business Administrator on a monthly basis her required C.78 contribution during the FMLA period; and

Be it further resolved, to approve a request for 12 weeks of unpaid Child Rearing Leave, to run concurrently with provisions of the Family and Medical Leave Act (FMLA), commencing on or about April 1, 2021. (No credit is given towards salary increase or accruing tenure during such Child Rearing leave.)

\*Summer break does not count towards the 12-weeks of FMLA.

### **Approval Agenda**

**Finance Chair: Ms. Krysti Mastrolacasa**

**Finance Committee - Recommended Action(s)**

1. Approve of Monthly Payroll:

February 15, 2021 regular payroll in the amount of \$341,646.54

February 28, 2021 regular payroll in the amount of \$342,549.81

2. Approve the February, 2020 Bill List in the amount of \$573,352.65:

General Fund/Fund 10: February 5, 2021 to February 28, 2021, in the amount of \$486,754.26;

Grant Fund/Fund 20: February 5, 2021 to February 28, 2021, in the amount of \$10,031.33;

Cafeteria Account/Fund 51: February 5, 2021 to February 28, 2021 in the amount of \$10,119.01;

General Fund/Fund 10: March 1, 2021 to March 11, 2021, in the amount of \$52,416.63;

Grant Account/Fund 20: March 1, 2021 to March 11, 2021, in the amount of \$7,035.00;

Cafeteria Account/Fund 51: March 1, 2021 to March 11, 2021, in the amount of \$6,996.42

3. Approve the February 2021 Budget Transfer Report, Fund 10 - \$43,609.83 and Fund 20 - \$140,118.80.
4. Approve the 2020-21 Reclassifications for ESEA and IDEA Grants - \$47,158.35.
5. Approve the SOP, Standard Operating Procedures, for Mansfield Township BOE.
6. Approve the Professional Workshops and Travel.

7. Approve the release of Merit Goal payment in the amount of \$2,619.00 to Business Administrator, Paul DeAngelo, per County Approval dated February 9, 2021.
8. Approve the 2021/22 E-rate contract with E2E exchange.
9. Approve the technology contract from JDM for the 2021/2022 and 2022/23 School Years. Contract increase 2%.
10. Approve the quote # 3000079536943.1 from Dell Technologies for (200) Latitude 3190 2-in-1 at \$371.95 total \$74,390.00. Student computers for use during the 2021/22, 2022/23 and 2023/24 school year. Annual useful life of laptops - three years.
11. Approve the quote from Eastern Datacom for school security not to exceed \$15,000.00. Funds to be paid from Capital or Grant Funding.
12. Ratify the quote from Apple Education for the purchase of (1) IPAD 10.2-inch iPad Wi-Fi 32GB - Space Gray Part Number: MYL92LL/A and 2 3-Year AppleCare+ for Schools - iPad / iPad Air / iPad mini Part Number: S7743LL/A for SID#3789744997 . Total cost \$378.00.
13. Approve the Aid-In-Lieu Payment Resolution for 2020/2021:

Whereas, when children do not attend their local public school, many school districts in New Jersey partially reimburse parents/guardians for their transportation costs. The reimbursement is \$1,000 per child, per school year for aid in lieu of transportation; and

Whereas, on June 17, 2020 Governor Murphy issued Executive Order #103 (2020), adopting an emergency temporary rule modification of the rules governing payments made in lieu of school transportation aid at N.J.A.C. 6A:27-2.1 and 3-4; and

Whereas, the \$1,000 transportation reimbursement is calculated on a 180 day in-person school year; and Whereas, the 2020-2021 school year saw many public and non-public schools have all virtual instruction and/or a reduced number of in-person instruction days;

Now Therefore Be It Resolved, the Mansfield Township Board of Education hereby approves a reduction in the amount of aid-in-lieu reimbursements to reflect payment of \$5.56 per day for only those scheduled in-person instruction days for the 2020-2021 school year.

14. Approve the 2021/2022 Warren County Special Services Transportation Cooperative Agreement.

15. 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 2021/22 school year.

Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby establishes the school district travel maximum for the 2021/22 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 insure that the maximum amount is not exceeded.

Note: As of March 11, 2021, the mileage, workshop accounts have the following totals:

Workshops:	\$ 1,609.00
Travel:	\$ <u>0.00</u>
Total	\$ 1,609.00

16. Approve the ESSERII Allocation funds and programs in the amount of \$270,756 ESSERII Allocation, \$25,000 Learning Acceleration, and \$45,000 Mental Health Supports & Services. Total \$340,756.00.

17. Approve the January 2021 Treasurer's Report in the amount of \$1,687,676.46.

18. Approve FY 2021/2022 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) \$ 10,859,459	\$5,979,228
Special Fund	(20) \$ 298,000	
Debt Service Fund	(40) \$ <u>456,050</u>	\$284,880
Total Base Budget	\$ 11,603,509	

\*Included in the budget is \$90K for Banked Cap, \$490K Capital Reserve Withdrawal for the purpose of infrastructure, security and information system, upgrades and \$143K Emergency Reserve Withdrawal for the purposes of healthcare relief.

19. 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

February 28, 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.

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

**FUTURE BOE MEETING AND IMPORTANT DATES:**

Budget submission to Warren County DOE: March 12, 2021

Public Hearing on Budget/Regular Meeting date: April 29, 2021 (Last day for public hearing Budget) and Budget Adoption May

Budget Advertisement: April 10, 2021 (for April 29 Budget Hearing) in the Star-Gazette and Express-Times. User Friendly Budget Posted to Website: May 1, 2021 (48 hours after public hearing). Deadline to adopt budget: At or after public hearing, but no later than May 7, 2021. (We can adopt at the May 6, 2021 meeting).

**Mr. Joseph Rodriguez**

**Recommended Action** - Motion to adjourn the meeting.