

**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 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 February 4, 2021 at 7:04 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

**Present:**

Ms. Karri Reyes

Mr. Jim Momary

Mr. Joseph Rodriguez

Mr. John Falco

Ms. Molly Fraumeni

Ms. Annamaria Lalevee - Virtual

Ms. Krysti Mastrolacasa - Virtual

Mr. Mark Smith

**Absent:**

Mr. Michael Coombs

**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

Various members from the public.

**Executive Session**

An Executive Session was held from 7:06 p.m. To 7:43 p.m. On a motion by Mr. Momary and seconded by Mr. Rodriguez, the BOE went into executive session for legal and personnel. On a motion by Mr. Momary and seconded by Ms. Mastrolacasa, the BOE adjourned from executive session.

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

President, Ms. Reyes mentioned that the BOE meeting was being videotaped and will be on the Mansfield Township BOE website for all to review.

**Superintendent Report**

Dr. Giordano introduced the presenters for this evening:

Mr. John Melitsky, Principal and Caryn Coscia, Supervisor of Instruction and Curriculum provided information regarding Data Driven Programming.

Mr. Jonathan Weiss, BKC Audit Firm, presented the CAFR 2019-2020.

**Public Comments - No Public Comment**

**CONSENT AGENDA**

On a Motion by Ms. Lalevee, seconded by Ms. Fraumeni and carried by unanimous vote to approve the open and closed session minutes of the January 7, 2021 Reorganization meetings.

**APPROVAL AGENDA  
CURRICULUM/POLICY/FACILITIES**

None

**APPROVAL AGENDA  
PERSONNEL**

1. On a Motion by Mr. Momary, seconded by Mr. Rodriguez and carried by unanimous vote to approve the hiring of Kaeleen Sylvester, Speech Therapist, effective February 1, 2021 at \$58,639.00 and sub-rate to shadow Danielle Millet.
2. On a Motion by Mr. Momary, seconded by Mr. Rodriguez and carried by unanimous vote to approve the resignation of Vicky Grim, Cafeteria aide, effective January 15, 2021.
3. On a Motion by Mr. Momary, seconded by Mr. Rodriguez and carried by unanimous vote to approve the extension of FMLA request for ID#72699390, leave of absence extension for the months of March and April, with a return date of May 3, 2021.
4. On a Motion by Mr. Momary, seconded by Mr. Rodriguez and carried by unanimous vote to approve 10 hours of Homebound Instruction provided by Michele Zappulla.

Item 1 - 4 were approved with one motion.

**APPROVAL AGENDA  
Finance Chair: Ms. Krysti Mastrolacasa  
FINANCE**

1. On a Motion by Ms. Mastrolacasa, seconded by Mr. Smith and carried by unanimous vote to approve Monthly Payroll.

January 15, 2021 regular payroll in the amount of \$334,133.31

January 29, 2021 regular payroll in the amount of \$342,872.49

2. On a Motion by Ms. Mastrolacasa, seconded by Mr. Smith and carried by unanimous vote to January, 2020 Bill List in the amount of \$429,813.94:

General Fund/Fund 10: January 8, 2021 to January 31, 2021, in the amount of \$314,403.09;

Grant Account/Fund 20: January 8, 2021 to January 31, 2021, in the amount of \$13,541.72;

Debt Service Account/Fund 20: January 8, 2021 to January 31, 2021, in the amount of \$93,081.25;

Cafeteria Account/Fund 51: January 8, 2021 to January 31, 2021 in the amount of \$8,787.88;

3. On a Motion by Ms. Mastrolacasa, seconded by Mr. Smith and carried by unanimous vote to approve the December 2020 Budget Transfer Report, Fund 10 - \$50,876.31 and January 2021 \$54,297.69.
4. On a Motion by Ms. Mastrolacasa, seconded by Mr. Smith and carried by unanimous vote to approve the 2020-21 Reclassifications for ESEA and IDEA Grants - \$105,912.83.
5. On a Motion by Ms. Mastrolacasa and seconded by Mr. Rodriguez the Mansfield Township Board of Education by an 8-0-0 roll call vote approved the following resolution:

Budget WHEREAS, the annual school elections held in the Township of Mansfield were conducted in the month of November simultaneously with the general election for more than four years as of November, 2020; and

WHEREAS, the Township Committee passed a resolution on January 13, 2021 to change the date of the annual school election in Mansfield Township from November to April for the election in April 2021; and

WHEREAS, it is the position of the Mansfield Township Board of Education that this action violated the applicable statutes and caselaw, including but not limited to Perth Amboy Board of Education v. City of Perth Amboy and Jasko, City Clerk, Docket No. MID-L-1075-16 (2016) and, therefore should be considered null and void; and

WHEREAS, the Mansfield Township Board of Education has considered the issues and legal positions, and has further determined that it is not in the best interests of the school district for the election to be held in April;

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Township Board of Education does hereby reject the Township Committee resolution and determine that the annual school election in Mansfield Township shall return to and continue to be held in November 2021; and

BE IT FURTHER, RESOLVED, that Board Counsel is authorized to take all appropriate legal action to enforce the terms of this resolution, if required; and

BE IT FINALLY RESOLVED, that a certified true copy of this resolution shall be filed with the Township of Mansfield Municipal Clerk, the Board Secretary of the Warren Hills Regional School Board of Education and all constituent/sending districts, the Warren County Clerk, the Warren County Board of Elections, the Warren County Superintendent of Elections, the Warren County Executive Superintendent of Schools and the New Jersey Department of Community Affairs, Division of Local Government Services.

6. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the Professional Workshops and Travel.
7. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the virtual attendance of Dr. Anthony Giordano at NJASBO Annual Conference from June 2021.
8. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the attendance of Dr. Anthony Giordano at the NJASA conferences.
9. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the virtual attendance of Paul DeAngelo at NJASBO Annual Conference from June 2021.
10. On a Motion by Ms. Mastrolacasa, seconded by by Mr. Rodriguez and carried by unanimous vote to rescind the motion from the January 7, 2021 Mansfield Township Reorganization BOE Meeting:

WHEREAS Paul DeAngelo does not hold a District Qualified Purchasing Agent according to State Statutes 18A:18A-3 (b), NJSA40A:11-3 (c) et seq as recommended by the Superintendent.

WHEREAS, if the non-qualified purchasing agent, the board of education may establish a bid threshold up to \$29,000, and

WHEREAS, the quote threshold is 15% of the bid threshold pursuant to N.J.S.A.18A:18A-3

NOW THEREFORE BE IT RESOLVED, that the Board of Education designate a bid threshold of \$29,000 and a quote threshold of \$4,350.

BE IT RESOLVED that the Board of Education, upon recommendation of the School Business Administrator, pursuant to N.J.S.A. 18A:19-4.1, authorizes the School Business Administrator/Board Secretary to approve the payment of bills between board meetings. Such approval shall be presented to the board at the next meeting for ratification.

11. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the successful completion of 2020-21 merit goal for Paul DeAngelo, Business Administrator, for obtaining QPA, Qualified Purchasing Agent, approved by the County Office. Total contractual, budgeted, and BOE approved merit goal is \$2,619.00.
12. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to ratify the purchase of two Mac 16-inch MacBook Pro with Touch Bar: 2.6GHz 6-core 9th- 2 generation Intel Core i7 processor, 512GB - Space Gray. Total cost \$4,398.00 per Educator's pricing and Apple business account.
13. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to ratify the quote from Sirius Computer Systems, LLC for cameras and doors not to exceed \$2,100.00.
14. On a Motion by Ms. Mastrolacasa, seconded by by Mr. Rodriguez and carried by unanimous vote to approve the following virtual NJASBO webinars for Paul DeAngelo:
  - January 19, 2021 - Overview of Insurance Coverages
  - February 2, 2021 - Budget Guidelines and Software Review; Best Practices in Budgeting
  - February 23, 2021 - Understanding School Ethics NJSA 18A:12
  - March 16, 2021 - Purchasing Update and Best Practices & NJSTART State Contract Purchasing
15. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to appoint Anthony Gianforcaro, AIA, PE, of Chester, NJ, Architect of Record.
16. On a Motion by Ms. Mastrolacasa, seconded by by Mr. Rodriguez and carried by unanimous vote to approve the following Capital Reserve appropriation resolution:

Whereas the Mansfield Township Board of Education, County of Warren desires to advance the following capital project (see attached capital project listing), and Whereas capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

Whereas the Mansfield Township Board of Education acknowledges that State support for capital projects is not currently available, and

Whereas the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

Whereas, by declaring a capital project as “otherwise” eligible, the Mansfield Township Board of Education hereby declares that the above-mentioned projects will be supported in full with local capital reserve funds.

Now Therefore Be it resolved, that the Mansfield Township Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

Be it Further Resolved, that the Mansfield Township Board of Education hereby appropriates \$525,000 from its capital reserve fund to support the cost of these projects.

17. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the December 2020 Treasurer's Report in the amount of \$2,082,542.61.
18. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous roll vote 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, 2021 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
19. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by unanimous vote to approve the Final CAFR for 2019-20 as presented by BKC.

Motion 1-4 6-19 were approved with one motion and Item 5 and 18 were approved as listed.

**Public Comments:**

No Public Comment

BOE Member, Ms. Fraumeni, thanked everyone for the efforts in opening the building considering the 30 inches of snow that occurred.

BOE Member, Ms. Mastrolacasa, also thanked everyone and the Mansfield family.

**New Business:**

Vice President, Mr. Momary, provided a Report of February 1, 2021 Warren County School Board Meeting.

**Old Business:**

**Executive Session:**

No Executive Session was not held at the end of the meeting.

**Future BOE Meeting Dates:**

March 11, 2021

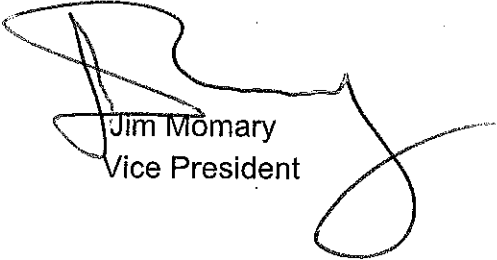
April 29, 2021 - Public Budget Hearing

**Adjournment:**

On a motion by Mr. Rodriguez and seconded by Ms. Fraumeni, the BOE approved adjournment at 8:36 p.m. on a unanimous vote.

Respectfully Submitted,

Paul DeAngelo  
SBA/Board Secretary



Jim Momary  
Vice President