

Mansfield Township Board of Education

AGENDA

Regular Meeting and Public Budget Hearing

April 29, 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. Regular Meeting Publication in the Star-Ledger, January 28, 2021 and Express-Times, January 26, 2021; and the Public Budget Hearing in Express Times NJ Zone on April 8, 2021, nj.com under Legal Notices, and the Star Ledger, April 10, 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 - Dr. Anthony Giordano and Mr. Paul DeAngelo - Proposed Budget 2021/2022

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 March 11, 2021 meetings.

Approval Agenda

Curriculum/Policy/Facility Chair- Mr. John Falco

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

1. Approve the 2021-22 School Calendar.
2. Approve the date for Promotion - June 15, 2021, at 7:00 P.M with June 16, 2021 Rain Date.
3. Approve the purchase (2) TEK Education touchscreen of quote number 00004600 from 3 Education for cafeteria. Total amount \$3,454.00. Cost to be charged against FEMA due to COVID 19.
4. Approve the HVC Project Project Base Bid and Alternate #1 in the amount of \$331,930.00. Approved Contractor, Iron Mountain Mechanical. Project to Begin July 1, 2021 and paid by the Capital Reserve Account:

Base Bid \$173,985.00

Alternate #1 \$157,945.00

5. Approve Invoice dated April 21, 2021 from Gianforcaro in the amount of \$14,936.00 for architectural services for HVAC project.

6. Approve Invoice number 7007045 dated 4/21/2021 in the amount of \$1,347.45 from Service Plus, Inc. for dishwasher repairs.

7. Approve the 2021/2022 Curriculum, Instructional, and Technology programs as listed:

AmplifyIT - Google for Education	\$ 3,000.00
Brain Pop	\$ 4,045.00
Gaggle	\$ 2,731.25
GoGuardian	\$ 7,269.00
IXL	\$ 7,650.00
Learning A to Z	\$ 2,700.00
LinkIt!	\$ 13,000.00
MIND (ST Math)	\$ 6,000.00
Notable (Kami)	\$ 3,075.00
Screencastify	\$ 2,500.00
Typing Agent	\$ 1,920.00
Waterford Institute	\$ 10,850.00
Wilson Language Training (Foundations)	\$ 1,671.19
Wilson Multi-tiered Systems (Foundations Level 2) Quote PLQ1003961	\$ 289.00
Wilson Multi-tiered Systems (Foundations) Quote PLQ1003960	\$ 16,500.00
Mystery Science	\$ 1,249.00
BlackBoard (includes Mass Communications, Web Hosting, APP and REACH)	\$ 4,200.00
Total	\$ 88,649.44

Approval Agenda

Personnel Chair: Mr. James Momary

Personnel Committee - Recommended Action(s)

1. Approve Brianne M. Wheatley as a substitute School Nurse effective April 1, 2021 (Criminal History Check completed, pending Chapter 5), as recommended by the Superintendent.

2. Approve Micaela Piell as a maternity leave replacement teacher effective April 1, 2021 (Criminal History Check completed, pending Chapter 5), as recommended by the Superintendent.

3. Approve Jamie Miller as a Supervisor of Food Service effective July 1, 2021 (Criminal History Check completed, pending Chapter 5), as recommended by the Superintendent.

4. Approve the resignation of Dana Tarnowski, Teacher, effective August 15, 2021.

Approval Agenda

Finance Chair: Ms. Krysti Mastrolacasa

Finance Committee - Recommended Action(s)

1. Approve of Monthly Payroll:

March 15, 2021 regular payroll in the amount of \$349,853.91

March 20, 2021 regular payroll in the amount of \$345,955.84

April 15, 2021 regular payroll in the amount of \$336,201.75

2. Approve the March 2021 Bill List in the amount of \$1,089,779.99 and the April 2021 Bill List in the amount of \$105,359.30:

General Fund/Fund 10: March 12, 2021 to March 31, 2021, in the amount of \$387,637.57;

Grant Fund/Fund 20: March 12, 2021 to March 31, 2021, in the amount of \$6,332.67;

Cafeteria Account/Fund 51: March 12, 2021 to March 31, 2021 in the amount of \$261.27;

General Fund/Fund 10: April 1, 2021 to April 29, 2021, in the amount of \$86,115.80;

Grant Account/Fund 20: April 1, 2021 to April 29, 2021, in the amount of \$19,243.50;

Cafeteria Account/Fund 51: April 1, 2021 to April 29, 2021, in the amount of \$0.00.

3. Approve the March 2021 Budget Transfer Report, Fund 10 - \$83,482.03 and Fund 20 - \$12,623.67.

4. Approve the 2020/2021 Reclassifications for ESEA and IDEA Grants. Total amount \$22,450.29.

5. Approve the Professional Workshops and Travel.

6. Approve the following NJASBO seminars for Business Administrator, Paul DeAngelo. Total cost \$150.00, \$50.00 per professional development.

- Overview of CRRSA, Coronavirus Response & Relief Supplemental Appropriation Act - April 13, 2021
- NJASBO Legislative and School Official Update - April 29, 2021
- Preparing for the Audit, GASB84 and Internal Controls - May 18, 2021

7. Approve the contract with LearnWell for required education services for SID# 6405803230.

8. Approve the transportation consultant agreement with Logic 54 for \$12,151 for 2021/2022 at the same rate as 2020/2021.
9. Approve the refund from NJSIG in the amount of (\$2,123.19) for workers compensation for the 2020/2021 school year due to COVID-19.
10. Approve the 2021/2022 Safety Grant for security in the amount of \$2,000.00. The safety grant is a part of the NJSIG insurance consortium.
11. Approve Invoice Number 318020 in the amount of \$1,788.00 and Invoice Number 318322 in the amount of \$2,337.89 from Partners for the Oil Remediation Project.
12. Approve the reallocation of the Food Service COVID-19 expenses for the 2019/2020 & 2020/2021 school year to the FEMA reserve account to be paid from COVID-19 funds. Funds include the expense of the Food Service recess and Food Service aides for the 2019-20/2020-21 school year. Costs to date \$9,951.46 9/10/2020 - 12/23/2020 & \$3,162.50 1/15/2021 - 2/26/2021.
13. Approval to write off the student balances as of 6/30/20. Total amount (\$1,269.55) and charge to COVID-19 expenses.
14. Approve the 50% reallocation of all Visitor Center expenses due to COVID-19.
15. Approve the donations to the Mansfield Township BOE.
16. Approve the quotes from Eastern Datacom for quote number LENS3 2021/2022 \$2,600.00 and ST Mitel 2021/2022 \$3,162.00.
17. Ratify the quote from CDW for headphones quote number LXML223 in the amount of \$6,291.00 to be paid by grant funds.
18. Ratify the contract with Direct Energy for procurement of fixed rate for Mansfield Elementary School for (36) Months. No cost to the Mansfield Township BOE.
19. Rescind the approval from the March 11, 2021 BOE meeting approving the quote from Eastern Data com for school security not to exceed \$15,000.00.
20. Approve the upgrade quote from Sawyers for school security not to exceed \$15,000.00.
21. Appoint Doyle Alliance Group, NJ as the Broker of Record for Horizon, Delta Dental, and Horizon Prescription programs for 2021/2022 with Ryan Tola serving as Broker of Record.

22. Approve Brown and Brown NJSIG as the Broker of Record for General Liability, Workers Compensation, Errors and Omissions for 2021/2022 with Bob Gemmell serving as Broker of Record.
23. Approve T.L. Groseclose Associates, Inc. as the Broker of Record for Student Accident Insurance Basic & Voluntary for 2021/2022.
24. Approve BKC as the Auditors for the 2021/2022 school year with Jonathan Weiss serving as Auditor of Record.
25. Approve Phoenix Advisory as the debt service advisor for the 2021/2022 school year.
26. Appoint Schenck Price Smith & King, LLP as attorney for the 2021/2022 school year with Marc Zitomer serving as Attorney of Record.
27. Approve the transfer of Emergency Fund Reserve in the amount of \$143,100 to offset the healthcare costs for the 2020/21 budget. Amount to be added to reserve for healthcare costs.
28. Approve the transfer of Capital Reserve account to the General Fund in the amount of \$118,814.91.
29. Approve the Treasurer's Report for the month of February 2021 \$1,621,762.49 and the March 2021 \$1,942,147.72.
30. Roll Call Vote - Approve the adoption of the Proposed 2021/2022 Mansfield Township School District budget as follows:

<u>BUDGET</u>		<u>LOCAL TAX LEVY</u>
General Fund	(10) \$ 10,919,159	\$5,979,230
Special Fund	(20) \$ 298,000	
Debt Service Fund	(40) \$ 456,051	\$284,880
Total Base Budget	\$ 11,673,210	

*Included in the budget is \$90,058 for Banked Cap, \$503,025 Capital Reserve Withdrawal for the purpose of infrastructure, security, and information system upgrades.

31. Roll Call Vote - Resolve that the amount of district taxes needed to meet the obligations of the Board of Education beginning July 1, 2021, through June 30, 2022, is \$5,979,230 for General Current Expense and \$284,880 for debt service to be received as follows:

Current Expense: Twelve payments of \$498,269.17 on the fifteenth (15th) of every month for a total of \$5,979,230.00.

Debt Service: One payment of \$284,880 due on July 1, 2021.

32. Roll Call Vote - 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 March 31, 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:

Regular Meeting - Budget Adoption May 6, 2021.

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.

Mr. Joseph Rodriguez

Recommended Action - Motion to adjourn the meeting.