

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

OFFICIAL MINUTE BOOK

The Board of Education of the Township of Mansfield in the County of Warren, N.J. convened the Public Awards Meeting and Regular Meeting on August 9, 2018 at 7:31 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

Ms. Darlene Bertoldi
Ms. Krysti Mastrolacasa
Mr. Joseph Rodriguez

Absent

Mr. John Falco
Mr. Michael Coombs
Ms. Annamarie Lalevee

Also present: Messrs. Kemp, Melitsky, DeAngelo, several members from MEA and many members from the public.

The support staff including Mrs. Roszkowski presented Mr. Kemp with a retirement cake. The meeting proceeded at 7:45 P.M.

Executive Session was held at 7:52 P.M., ended at 8:29 P.M. and the executive session was regarding personnel issues.

**Executive
Session**

Mr. DeAngelo read the following letter from Board Member Christene Bland:

Communications

June 22, 2018

Dear Mr. DeAngelo:

I have been very thoughtful about my position as member of the Mansfield elementary School Board of Education, and I am writing to announce my resignation as member of the board of education, effective Friday, June 22, 2018. I want to thank you and all the board members for all the great things you have done,

and will continue to do in the future. Please know I did not take this decision very lightly.

Kind regards,

Christene Q. Bland

Superintendent's Report August 9, 2018

**Admin.
Report
Mr. Kemp**

I hold in my hand my last superintendent's report.

HIB

1. HIB – No allegations to investigate
2. Current Enrollment – 602. We finished the school year with 626. Last year we were at 609 at this time.
Kindergarten – 86; last year at this time 65
3. Promoted 86 sixth graders last year. No one was denied promotion.
4. Audit has finished, and we had our exit interview. I don't foresee any problems.
5. Professional Development
 - a. Mr. Melitsky and Mr. Giordano will attend Marzano refresher training with the Warren Hills Cluster on August 21st.
6. Technology and Safety
 - a. 27 new replacement laptops will be deployed. We continue to have dedicated carts in all 2-6 grade classrooms to support the integration of technology.
 - b. 2 new replacement SMART boards.
 - c. Spectrum Communications installed the repeater for our portable radios and upgraded the radios to digital, which will ensure seamless communication throughout the building and the grounds. Communication will also be secure.
 - d. Mr. Zuchowski is replacing the biometric readers, and they now communicate with the cameras.
 - e. 4 new cameras are scheduled to be deployed outside prior to the start of the school year.
7. We replaced the grease pit that was beginning to rust out in the kitchen.
8. Building preparation is on time.
9. Tricon will be replacing more areas of the sidewalk. Work is scheduled for August 20th and should take 3 days.

Enrollment

Promotion

Audit 2017-18

**Professional
Development**

**Technology
and Safety**

**Grease Pit
Replacement
Building Prep
Tricon -
sidewalks**

10. Teacher schedules and class lists hit the mail today. We will be mailing students' information next week on or shortly after the 15th.

**Teacher
schedules**

11. 2018-19 School Year

**2018-19 School
Year**

- a. Teachers return on September 4th and 5th for in-service.
- b. We will have visitation for the students and parents at 2:00 PM on September 5th.
- c. The first day for students is September 6th.
- d. Pre-K – Grade 2 Back-to-School Night is September 11th.
- e. Grade 3 – 6 Back-to-School Night is September 12th.

On a final note: I am grateful that 13 years ago Mansfield was willing to take a chance on me as I transitioned from 27 years as a classroom teacher into a first-time administrator. I was blessed to be supported by a cast of talented individuals who assisted me in my growth and transformation. Their passion and commitment to children is unparalleled.

**Thank you
from Mr.
Edward Kemp,
Jr.**

I am a firm believer that one should always leave a place better than one found it. The truth of the matter is that I am leaving better than you found me. I sincerely thank you for providing me with the life-changing opportunity to work in this exceptional place.

Thank you to Ed from the BOE and the staff.

Thank you to the Board for opening the Superintendent Search to include the public.

**Public
Comments**

CONSENT AGENDA

- ***Motion by Mr. Rodriguez, second by Ms. Mastrolacasa*** and carried by 5-0-0 vote to approve the minutes of the meeting:
 - June 21, 2018, Regular Meeting;
 - June 21, 2018, Executive Session;
 - July 26, 2018, Regular Meeting;
 - July 26, 2018, Executive Session

Minutes

APPROVAL AGENDA

CURRICULUM/FACILITIES/POLICY

- 1. ***Motion by Mr. Rodriguez, and second by Ms. Mastrolacasa*** and carried by 5-0-0 vote to approve Affirm/accept HIB findings as reported at the June 21, 2018, meeting.
- 2. ***Motion by Mr. Rodriguez, and second by Ms. Mastrolacasa*** and carried by 5-0-0 vote

HIB

School

to approve the School Improvement Panel consisting of Anthony Giordano, John Melitsky, and Laurie O'Brien. **Improvement Panel**

APPROVAL AGENDA PERSONNEL

1. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve the Approve the 2018/2019 Substitute Roster, as recommended by the Superintendent. **Sub-Roster 2018-19**
2. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Appoint John Melitsky as the District Anti-Bullying Coordinator, as recommended by the Superintendent. **Anti-Bullying Coordinator**
3. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Appoint Lauri Favreau as the School Anti-bullying Specialist, as recommended by the Superintendent. **Anti-Bullying Specialist**
4. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Appoint Barry Dilts as Custodian in Charge, when Randy Wanous is out of the building, for the 2018/2019 school year at a stipend of \$1,000, as recommended by the Superintendent. **Custodian in Charge – B. Dilts**
5. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve the change from Edward Kemp Jr. to Anthony Giordano as the Hearing Officer for Mansfield School District for the 2018-19 school year. **Hearing Officer**
6. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve the following contract changes, reduce Pat Cericola to (3) days per week and add Anita Utitus Merton (Pending Chapter 5) for (2) days per week, as recommended by the Superintendent. **Contract Changes – P. Cericola and A. Merton**
7. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Barbara Maze as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent. **Sub-teacher Maze**
8. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Andrea Lynott as long-term substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent. **Long-term sub – A. Lynott**
9. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Mamata Dash as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent. **Substitute Teacher – M. Dash**

10. *Motion by Mr. Momary, second by Mr. Rodriquez* and carried by a 5-0-0 vote to approve Appoint the following people to the School Safety Team:

**School Safety
Technology**

- John Melitsky
- Lauri Favreau (Chair)
- Corin Francisco (Teacher)
- Tracy Wykoff (Parent)
- Joan Isemann (Nurse)

Items 1-10 were approved by one motion.

APPROVAL AGENDA FINANCE

1. *Motion by Ms. Mastrolacasa, second by Mr. Momary* and carried by 5-0-0 vote to approve the following bills lists: **Bill Payment**

General Fund: June 22, 2018, to June 30, 2018, in the amount of \$205,224.93;
Referendum Account: June 22, 2018, to June 30, 2018, in the amount of \$0.00;
Cafeteria Account: June 22, 2018, to June 30, 2018, in the amount of \$0.00;
General Fund: July 1, 2018, to July 26, 2018, in the amount of \$803,278.94;
Referendum Account: July 1, 2018, to July 26, 2018, in the amount of \$0.00;
Cafeteria Account: July 1, 2018, to July 26, 2018, in the amount of \$0.00.
General Fund: July 27, 2018, to July 31, 2018, in the amount of \$74,908.81.
Referendum Account: July 27, 2018, to July 31, 2018, in the amount of \$0.00;
Cafeteria Account: July 27, 2018, to July 31, 2018, in the amount of \$0.00.
General Fund: August 1, 2018, to August 9, 2018, in the amount of \$135,511.76;
Referendum Account: August 1, 2018, to August 9, 2018, in the amount of \$0.00;
Cafeteria Account: August 1, 2018, to August 9, 2018, in the amount of \$141.00;
Void stale checks in the amount of \$3,198.52.

2. *Motion by Ms. Mastrolacasa, second by Mr. Momary* and carried by 5-0-0 vote to approve the August 9, 2018, Transfer Report for the period June 1, 2018, through June 30, 2018 as follows: **Transfers**

- Fund 10: \$457,268.63
- Fund 20: \$ 64,167.89
- Fund 30: \$ 0.00
- Fund 60: \$ 6,435.18

3. *Motion by Ms. Mastrolacasa, second by Mr. Momary* and carried by 5-0-0 vote to approve the Treasurer's and Secretary's monthly financial reports as of June 30, 2018, with a balance of \$1,503,289.58. **Treasurer's Report**

Items 1 – 3 were approved with one motion.

4. *Motion by Ms. Mastrolacasa, second by Mr. Momary* and carried by 5-0-0 roll call **Secretary's**

vote to resolve that after review of the Secretary's Monthly Financial Report **Report** (appropriations section) and consultation of the appropriate district officials, this Board of Education certifies that no major account or fund has been over expended in violation of NJAC 6A:23A-16.10(a) for the month ended June 30, 2018, with a balance of \$1,503,289.58.

5. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Belvidere Contract** approve a tuition contract with Belvidere School District in the amount of \$1 to receive Student ID #9762354517 for the 2018/19 school year, transportation to be provided by the parent.
6. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Disposal of Equipment** approve the disposal of equipment per Attachment 1.
7. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Hackettstown Contract** approve contract with Hackettstown School District Board of Education for student #5142397653 in the amount of \$36,060. Services provided by Mansfield.
8. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Transfer Approval** authorize the Board Secretary/Business Administrator and the Superintendent to transfer funds between accounts, if necessary, with approval of the Board of Education at the next scheduled meeting.
9. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Quote – (2) Smart Boards** approve the purchase of (2) SMART Boards from CDW-G in the amount of \$4,350.00 each in the amount of \$8,700.00.
10. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Quote - (27) Dell Teacher Laptops** approve the purchase of (27) Dell Latitude 3590 in the amount of \$1,021.74 each, \$27,586.98 and (27) Dell USB Slim DVD +/- RW Drive – DW316 in the amount of \$40.43 each, \$1,091.61 for a total of \$28,678.59.
11. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Partner Payments** approve the payments of Partner Invoice 311041 dated 5/29/18 in the amount of \$15,092.25 and Invoice 311203 dated 6/15/18 in the amount of \$1,175.00 for Environmental Services/insurance claim.
12. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **NJSBA Workshops – J. Momary** approve the 2018 NJSBA Annual Workshop for Mr. Momary. Conference from October 22 – October 25, 2018. Conference \$300 plus reservations, travel and meals.
13. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **NJSBA Workshop – P. DeAngelo** approve the 2018 NJSBA Annual Workshop for Mr. DeAngelo. Conference from October 22 – October 25, 2018. Conference \$300 plus reservation, travel and meals.

14. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Spectrum – Digital Radios** ratify the quote from Spectrum Communication for the purchase and exchange of Motorola radios in the amount of \$3,000.00.
15. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Insurance Brokers** approve the review of insurance brokers for the 2018/19 & 2019/20 school year.
16. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Food Service Prices 2018-19 Rescind** rescind the motion to approve the breakfast and lunch prices for the 2018/19 school year from the May 24, 2018 BOE Meeting.

Approve the breakfast and lunch prices for the 2018/2019 school year as follows:

Program	Full Price	Reduced Price
Lunch	\$2.85*	\$0.40
Breakfast	\$1.40	\$0.30
After School Snack	\$.60	\$0.15
Adult	\$4.00	N/A

*No price increases this year.

17. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and carried by 5-0-0 vote to **Food Service Prices 2018-19 Approval** approve the breakfast and lunch prices for the 2018/2019 school year as follows:

Program	Full Price	Reduced Price
Lunch	\$2.90*	\$0.40
Breakfast	\$1.40	\$0.30
After School Snack	\$.60	\$0.15
Adult	\$4.00	N/A

*\$.05 increases this year.

18. *Motion by Ms. Mastrolacasa, second by Mr. Rodriquez* and tabled by 5-0-0 vote to **Compensated Absence Plan - Tabled** approve the compensated absence plan for the support staff for the 2018-19 school year and budget.

Items 5 through 18 were approved with one motion.

Mr. Momary discussed the increase death rates in children 19-21 from alcohol to marijuana and opioids.

Next Meeting: September 13, 2018 – Report/Test Results

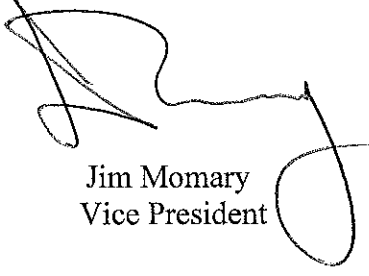
Ms. Reyes and Mr. Rodriguez adjourned the Regular BOE meeting at 9:32 P.M.

Adjournment

Respectfully Submitted,



Paul DeAngelo
SBA/Board Secretary



Jim Momary
Vice President