

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
March 12, 2020
7:00 PM**

CALL TO ORDER

In accordance with the New Jersey Open Public Meetings Law, the time, date, and location of this meeting was sent to the Star-Gazette on January 17, 2020 and Express-Times on January 17, 2020, was posted in the municipal building and the school lobby, and is on file with the Township Clerk.

Pledge of Allegiance

Roll Call

Present: Ms. Darlene Bertoldi
Mr. Michael Coombs
Mr. John Falco
Ms. Annamaria Lalevee
Ms. Krysti Mastrolacasa
Mr. Jim Momary
Ms. Karri Reyes
Mr. Joseph Rodriguez
Mr. Mark Smith

Absent:

**Also Present:
Community:**

Public Comment

Executive Session (If necessary)

ADMINISTRATIVE REPORT

MR. GIORDANO

CONSENT AGENDA

1. Approve the minutes of the following meeting:
 - February 20, 2020, Regular Meeting
 - February 20, 2020, Executive Session

Mr. Falco/

**APPROVAL AGENDA
PERSONNEL**

1. Resolved, that employee I.D.# 72699390 is hereby placed on a Family Medical Leave (FMLA) absence from about June 15, 2020 which shall be unpaid with benefits; and **Mr. Momary/**

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.

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

1. Approve motion to appoint Lauri Favreau Affirmative Action Officer. **Mr. Rodriguez/**
2. Approve motion to appoint Marc Tyson, Michele Zappulla, and Dawn Tironi to the Affirmative Action Committee. **Mr. Rodriguez/**
3. Approve motion to appoint Laurie Favreau 504 Officer and Substance Awareness Coordinator. **Mr. Rodriguez/**
4. Approve the 2020-2021 School Year calendar. **Mr. Rodriguez/**
5. Approve the GSCS, Garden State Coalition of Schools, Membership Resolution in the amount of \$625, the pro-rated share, of the annual \$2,500 dues. **Mr. Rodriguez/**

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 Coaliton of Schools, and

BE IT FURTHER RESOLVED that the Board secretary be authorized to initiate membership arrangements and pay the yearly dues, which may b pro-rated for the remainder of the year where applicable, based on the resolution date.

6. Approve the use of the school building and payment to one of the custodial staff members for services in conjunction with the 6th grade lock-in scheduled for Friday, June 12, 2020, into the morning of Saturday, June 13, 2020. **Mr. Rodriguez/**

**APPROVAL AGENDA
FINANCE**

1. Approve the following bills lists: **Ms. Mastrolacasa/**
- General Fund: February 21, 2020, to February 29, 2020, in the amount of \$483,022.53;
 - Referendum Acct: February 21, 2020, to February 29, 2020, in the amount of \$0.00;
 - Cafeteria: February 21, 2020 – February 29, 2020, in the amount of \$28,545.71;
 - General Fund: March 1, 2020, to March 12, 2020, in the amount of \$65357.19;
 - Referendum Acct: March 1, 2020, to March 12, 2020, in the amount of \$0.00;
 - Cafeteria March 1, 2020, to March 12, 2020, in the amount of \$1,086.97.
2. Approve transfers in the following amounts as listed on the March 12, 2020, report: **Ms. Mastrolacasa/**
- Fund 10: \$156,240.00 (February 2020)
 - Fund 20: \$ 31,325.53 (February 2020)

3. Approve the March 12, 2020 Travel/Workshop Request. **Ms. Mastrolacasa/**
4. Approve the 2020/2021 Sussex County Regional Transportation Cooperative Agreement. **Ms. Mastrolacasa/**
5. Approve the Treasurer’s and Secretary’s monthly financial reports as of January 31, 2020, with a balance of \$1,749,672.07. **Ms. Mastrolacasa/**
6. Approve the Summer Camp, Summer Programs and ESY. **Ms. Mastrolacasa/**
7. Approve the contract with Children’s Therapy Services Inc. for the 2020-21 school year at the same rate of \$91.50 per hour **Ms. Mastrolacasa/**
8. Approve the Absence OR Time Certification – Absence Manage or Time & Attendance (Veritime) Certification Course, Branchburg, NJ for Anthony Giordano Tuesday, April 28th and April 29th. **Ms. Mastrolacasa**
9. 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 20/21 school year. **Ms. Mastrolacasa/ Roll Call Vote**

Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby establishes the school district travel maximum for the 20/21 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 12, 2020, the mileage, workshop accounts have the following totals:

• Workshops:	\$ 8,991.56
• Travel:	<u>\$ 1,353.00</u>
Total	\$10,344.56

9. Resolve that after review of the Secretary’s Monthly Financial 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 6:23-2.11(c)3 for the month of January 31, 2020, with a balance of \$1,749,672.07. **Ms. Mastrolacasa/ Roll Call Vote**

10. Approve FY 2020/2021 school district budget for submission to the County Office of Education and voters as follows: **Ms. Mastrolacasa/**

Roll Call Vote

	BUDGET	LOCAL TAX LEVY
General Fund (10)	\$10,524,953	\$5,773,698
Special Fund (20)	\$294,500	
Debt Service Fund (40)	<u>\$453,286</u>	\$285,000
Total Base Budget	\$11,272,739	

*Included in the budget is a \$494,885 Capital Reserve Withdrawal for the purpose of infrastructure, security and information system, upgrades and \$143,100 Emergency Reserve Withdrawal for the purposes of healthcare relief.

PUBLIC COMMENTS

Executive Session (If Required)

1. Important Dates: We currently have BOE meetings scheduled for **DISCUSSION**

- Budget submission to WC DOE: March 13, 2020
- Public Hearing on Budget/Regular Meeting date: April 30, 2020 (Last day for public hearing Budget) and Budget Adoption May 7th
- Budget Advertisement: April 20, 2020 (for April 30 Budget Hearing) in the Star-Gazette and Express-Times
- User Friendly Budget Posted to Website: May 2, 2020 (48 hours after public hearing).
- Deadline to adopt budget: At or after public hearing, but no later than May 14, 2020. (We can adopt at May 7, 2020, meeting).

Next Meetings:
Thursday, April 30, 2020, Budget 2020/21 Public Hearing
Thursday, May 7, 2020, Budget Adoption 2020/21

ADJOURNMENT

