

## 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 September 24, 2020 at 7:01 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

**Present:**

Ms. Karri Reyes – Board President  
Mr. Jim Momary – Vice President  
MR. Michael Coombs  
Ms. Molly Fraumeni  
Ms. Annamarie Lalevee (7:04)  
Ms. Krysti Mastrolacasa  
Mr. Joseph Rodriguez

**Absent:**

Mr. John Falco  
Mr. Mark Smith

**Also present:**

**Administration:**

Dr. Anthony Giordano, Superintendent  
Mr. Paul DeAngelo, Business Administrator and Board Secretary  
Mr. John Melitsky, Principal  
Ms. Cayrn Coscia, Supervisor of Curriculum and Instruction

Various members from the public.

### **Executive Session**

An Executive Session was held at the 7:01 p.m. on a motion by Mr. Momary and second by Ms. Mastrolacasa. The executive session was for personnel and legal. The executive session concluded at 7:13 p.m.

### **Superintendent Report**

Dr. Giordano thanked Joe Kady and his staff for the work over the Summer preparing the building for reopening. Dr. Giordano also thanked Mr. John Melitisky, Ms. Caryn Coscia, Ms. Georgianne Merlo, Ms. Denise Heyman, and Ms. Mercedes Cosme for their commitment over the summer in preparing for reopening school for our community, staff, and students. Dr. Giordano also thanked the BOE for their commitment as BOE members.

Dr. Giordano introduced Ms. Caryn Cosica, Supervisor of Curriculum and Instruction, and the Lead Teachers for a presentation regarding professional development. The presentation was interrupted due to a fire alarm from 7:24 p.m. to 7:44 p.m.

**CONSENT AGENDA**

On a Motion by Ms. Lalavee, seconded by Ms. Mastrolacasa and carried by 7-0-0 vote to approve the meeting minutes:

August 27, 2020, Regular Session Meeting  
August 27, 2020, Executive Session Meeting

**APPROVAL AGENDA  
CURRICULUM/POLICY/FACILITIES**

1. On a Motion by Mr. Rodriguez, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the New Jersey Consortium for Excellence and Equity for 2020/21 Northwest for \$7,500.00 from Title II. (Budgeted)
2. On a Motion by Mr. Rodriguez, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the Digital Divide Grant Award 8/2020 in the amount of \$73,474.00 and submission for reimbursement for (200) Computers and Kajeet internet service.
3. On a Motion by Mr. Rodriguez, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the Use of Facilities request from Mansfield Township for use of the gymnasium for the November 3, 2020 election polling located at Mansfield Elementary School, 50 Port Murray, Port Murray, NJ 07865.

Items 1 through 3 were approved with one motion.

**APPROVAL AGENDA  
PERSONNEL**

1. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to resolve, that the Board hereby authorizes the Superintendent to hire staff between Board meetings, subject to ratification by the Board at the next regularly convened Board meeting.
2. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to ratify the lunch aide employment of Meredith Ferris, 12.5 hours per week at \$12.72 per hour for the 2020/21 School Year. (Budgeted)
3. On a Motion by Mr. Momary, seconded by Mr. Coomb and carried by 7-0-0 vote to approve the lunch aide employment of Vicky Brim, 12.5 hours per week at \$11.85 per hour for the 2020/21 School Year. (Budgeted)
4. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the recess aide employment of Fredrick DiAlfonso, 12.5 hours per week at \$11.00 per hour for the 2020/21 School Year. (Budgeted)

5. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the recess aid employment of Nicole Sands, 12.5 hours per week at \$11.00 per hour for the 2020/21 School Year. (Budgeted)
6. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the recess aid employment of Jennifer Cicala, 12.5 hours per week at \$11.00 per hour for the 2020/21 School Year. (Budgeted)
7. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the LT Substitute employment of Joseph Lake, \$90/day first (20) days, and per diem from day (21) per guide \$59,939.31. (Budgeted)
8. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the part-time night custodian employment of Danielle Dewitt, at \$16,500.00 for the 2020/21 School Year. (Budgeted)
9. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the Psychologist/CST Coordinator contract for Patti Jo Raeillo, Base amount of \$96,802.00, Longevity \$2,350.00, and CST Stipend \$6,500.00 (Non-Pensionable). Total contract \$105,652.00. (Budgeted)
10. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the substitute Nurse rate at \$200.00 per day for the 2020/21 school year. (Budgeted)
11. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the Principal contract for John Melitsky. Total contract \$119,183.00. (Budgeted)
12. On a Motion by Mr. Momary, seconded by Mr. Coombs and carried by 7-0-0 vote to approve the Instructional Technology Specialist contract for Jennifer Teets. Total contract \$60,000.00. (Budgeted)

Item 1 – 12 were approved by one motion

## APPROVAL AGENDA FINANCE

1. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the Bill list in the amount of \$316,298.46:
  - General Fund: August 21, 2020, to August 31, 2020, in the amount of \$500;
  - Referendum Account: August 21, 2020, to August 31, 2020, in the amount of \$0.00;
  - Cafeteria Account: August 21, 2020, to August 31, 2020 in the amount of \$0.00;
  - General Fund: September 1, 2020, to September 24, 2020, in the amount of \$315,748.46;
  - Referendum Account: September 1, 2020, to September 24, 2020, in the amount of \$0.00;
  - Cafeteria Account: September 1, 2020, to September 24, 2020, in the amount of \$0.00.

2. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve Monthly Payroll:
  - July 29, 2020 regular payroll in the amount of \$78,739.52
  - August 14, 2020 regular payroll in the amount of \$72,766.85
  - August 28, 2020 regular payroll in the amount of \$93,050.32
  - September 10, 2020 regular payroll in the amount of \$347,460.00
  
3. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the final June 30, 2020 Transfer Report
  - Fund 10 - \$619,968.91
  - Fund 20 - \$501,773.74
  - Fund 60 - \$ 212.98
  
4. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the final audit reclassifications for the 2019-20 school year.
  
5. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to 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.
  
6. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the credit application for Apple for Education allowing the school to purchase directly from Apple.
  
7. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the 2020/21 School Physician Contract with Sister Mary Denista Health Center in the amount of \$3,000.00.
  
8. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the reclassification of the 2019/20 IDEA and ESEA Grant Reclassifications not to exceed \$149,020.55:
  - IDEA Basic \$ 50,430.76
  - Title I \$ 79,240.33
  - Title I - R \$ 12,402.00
  - Title II \$ 6,947.46
  - Title IV \$ 7,708.00
  
9. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the annual NJASBO Membership dues for Paul DeAngelo in the amount of \$990.00.
  
10. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to ratify the contract #932782332 with Comcast Business for the broadband service. The

new monthly amount is \$2,653.47, total annual amount \$31,841.64. The contract qualifies for E-rate.

11. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the obsolete computer inventory and proper disposal and/or donation. Donation of (100) obsolete computers to Allamuchy SD and (60) obsolete computers to Blairstown SD, and the sale of (1) server to Oxford SD for \$1,000.00.

12. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the 2020/21 Healthcare Insurance from Doyle Insurance and to provide insurance to staff working (25) hours or more per week upon employment, as recommended by the Superintendent in the amount of \$2,080,000.00.

Horizon Blue Cross Blue Shield of New Jersey and Delta Dental Health, Prescription, Dental \$2,066,000, VSP –Vision \$14,000.00

13. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the General Liability Insurance from Brown & Brown New Jersey Schools Insurance Group in the amount of \$107,025.33:

Errors & Omissions	\$19,367.63
General Liability	\$38,028.77
Workers Compensation Supplemental	\$ 2,118.39
Workers Compensation	\$47,510.54

14. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the Payschool Banking and Fees agreement to change the bank ABA number. PaySchool is the preferred method of payment for Mansfield Township Elementary. There are no fees charged to parents using Payschool for Breakfast and Lunch.

15. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the 2020/21 Breakfast and Lunch Prices:

National School Lunch \$3.05  
School Breakfast \$1.55  
After School Snack \$.80 (Program Suspended)

16. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to ratify the contract with Verizon Wireless. Four phones and four hot spots. Phone 1 and 2 were for Before and Aftercare and the lines are now suspended, Phone 3 is for Supervisor of Custodians, and Phone 4 is for ESL. Four hotspots for Administration.

17. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve annual technology stipend in the amount of \$1,200 each for Administration.

18. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve donation of musical instrument by Ms. Krysti Mastrolcasa and Family.

19. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to ratify the trash and recycling contract with Republic Services.
20. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to ratify Shoretel/Mitel Maintenance contract 18862 with Eastern Data \$3,112.00, LENS contract 18861 \$2,600.00, and Extension and Mailbox License contract #117515 \$425.30.
21. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the final June 30, 2020 Treasurer's Report, \$2,039,601.32.
22. On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote to approve the July 31, 2020 Treasurer's Report, \$1,807,816.43.
23. Monthly Certification of Funds
 

On a Motion by Ms. Mastrolacasa, seconded by Ms. Lalavee and carried by 7-0-0 vote 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 July 31, 2020 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion 1 - 22 were approved with one motion and Item 23 was approved with a roll call vote.

**Public Comments:**

Ms. Donna McPhillips questioned Item 16 of the finance agenda. Superintendent, Dr. Giordano stated it was a technology stipend for the administration.

Ms. Donna McPhillips questioned if the virtual students are coming back to school which the Superintendent, Dr. Giordano, stated that we will be looking at the numbers to determine the unoccupied spaces available at the school.

**New Business:**

There was no New Business

**Old Business:**

There was no Old Business

No Executive Session was held at the end of the meeting.

**Future BOE Meeting Dates:**

October 8, 2020 was cancelled, and rescheduled for October 15, 2020

November 12, 2020

December 10, 2020

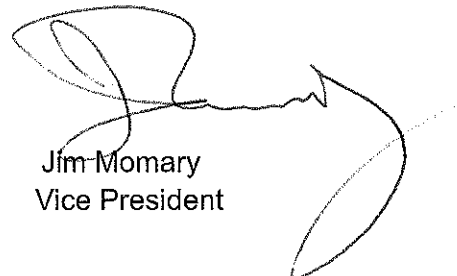
January 7, 2021 - Reorganization Meeting

On a motion by Mr. Rodriguez and seconded by Ms. Mastrolacasa, the BOE approved adjournment at 8:01 p.m. on a 7-0-0 vote.

Respectfully Submitted,



Paul DeAngelo  
SBA/Board Secretary



Jim Momary  
Vice President