

**MANSFIELD TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
March 14, 2019
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 11, 2019 and Express-Times on January 9, 2019, 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
COMMUNICATIONS**

**MR. GIORDANO
MR. DEANGELO**

CONSENT AGENDA

1. Approve the minutes of the following meeting:
 - February 21, 2019, Regular Meeting
 - February 21, 2019, Executive Session

Mr. Falco/

**APPROVAL AGENDA
PERSONNEL**

- | | | |
|----|---|--------------------|
| 1. | Approve the resignation for Raymond Zuchowski. | Mr. Momary/ |
| 2. | Approve the retirement of Randy Wanous with regret. | Mr. Momary/ |

**APPROVAL AGENDA
POLICY/CURRICULUM/FACILITIES**

- | | | |
|----|---|------------------------|
| 1. | Approve the Mansfield Township BOE Policy Book prepared by Strauss Esmay. | Mr. Rodriguez/ |
| 2. | Motion appoint Lauri Favreau Affirmative Action Officer. | Mr. Rodriguez / |
| 3. | Appoint Marc Tyson, Michele Zappulla, and Dawn Drescher to the Affirmative Action Committee. | Mr. Rodriguez / |
| 4. | Appoint Laurie Favreau 504 Officer and Substance Awareness Coordinator. | Mr. Rodriguez / |
| 5. | Approve the 2019-2020 School Year calendar. | Mr. Rodriguez / |
| 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 14, 2019, into the morning of Saturday, June 15, 2019. | Mr. Rodriguez / |

**APPROVAL AGENDA
FINANCE**

- | | | |
|----|--|--------------------------|
| 1. | Approve the following bills lists: | Ms. Mastrolacasa/ |
| | <ul style="list-style-type: none">• General Fund: February 22, 2019, to February 28, 2019, in the amount of \$314,677.34;• Referendum Acct: February 21, 2019, to February 28, 2019, in the | |

- amount of \$0.00;
 - Cafeteria: February 21, 2019 – February 28, 2019, in the amount of \$24,109.08;
 - General Fund: March 1, 2019, to March 14, 2019, in the amount of \$264,765.01;
 - Referendum Acct: March 1, 2019, to March 14, 2019, in the amount of \$0.00;
 - Cafeteria March 1, 2019, to March 14, 2019, in the amount of \$17,681.10
2. Approve transfers in the following amounts as listed on the March 14, 2019, report: **Ms. Mastrolacasa/**
 - Fund 10: \$23,628.08
 - Fund 20: \$10,527.12
 - Fund 60: \$ 10.00
 3. Approve the March 14, 2019 Travel/Workshop Request. **Ms. Mastrolacasa/**
 4. Approve the 2019/2020 Sussex County Regional Transportation Cooperative Agreement. **Ms. Mastrolacasa/**
 5. Approve the Treasurer’s and Secretary’s monthly financial reports as of January 31, 2019, with a balance of \$1,792,788.64. **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 2019-20 school year at the same rate of \$91.50 per hour **Ms. Mastrolacasa/**
 8. 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 18/19 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 19/20 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 14, 2019, the mileage, workshop accounts have the following totals:

- Workshops: \$1,887.90

- Travel: \$ 476.15
- Total \$2,364.05

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, 2019, with a balance of \$1,308,982.46. **Ms. Mastrolacasa/ Roll Call Vote**

10. Approve FY 2019/2020 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)	\$10,326,534	\$5,660,488
Special Fund (20)	\$293,790	
Debt Service Fund (40)	<u>\$445,363</u>	\$278,204
Total Base Budget	\$11,065,687	

*Included in the budget is a \$545,000 Capital Reserve Withdrawal for the purpose of infrastructure, security and information system, upgrades and \$143,400 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 15, 2019
- Public Hearing on Budget/Regular Meeting date: May 2, 2019 (Last day for public hearing Budget) and Budget Adoption
- Budget Advertisement: April 20, 2019 (for May 2 Budget Hearing) in the Star-Gazette and Express-Times
- User Friendly Budget Posted to Website: May 2, 2019 (48

hours after public hearing).

- Deadline to adopt budget: At or after public hearing, but no later than May 14, 2019. (We can adopt at May 9, 2019, meeting.

2. Cafeteria contract 2019-20.

Next Meeting, Thursday, May 2, 2019

ADJOURNMENT