

MANSFIELD TOWNSHIP BOARD OF EDUCATION
MINUTES
April 18, 2024

7:00- Executive Session

7:30 - Regular Meeting

Mansfield Township Board of Education

Judy Irwin	Diane Margolin	Jennifer Rosenblum
Jonathan Lemp	Constance Quinn	Linda Watters
Alison Lorentson	Jonathan Rood	James J. Winand

Call to Order - Ms. Quinn called the meeting to order at 7:00 p.m.

Roll Call - Mr. DeAngelo, Board Secretary conducted Roll Call. The following members of the Board of Education were present:

Mansfield Township Board of Education

MOTION:				
Name	Present			Absent
Judy Irwin	X			
Jonathan Lemp	X			
Alison Lorentson	X			
Diane Margolin	X			
Constance Quinn	X			
Jonathan Rood	X			
Jennifer Rosenblum	X			
Linda Watters	X			
James J. Winand	X			

Others in Attendance - Dr. McCartney, Interim Superintendent, Mr. Paul DeAngelo, Business Administrator/Board Secretary, Mr. John Melitsky, Principal. Ms. Diana Mai, (New MTSD CSA effective 7/1/2024) was also in attendance. There were two staff members in attendance, Patti-Jo Raello and Kate Mattison.

First Executive Session - On a motion by Linda Watters and second by Ms. Quinn, the Board of Education adjourned to closed session at 7:00 p.m. to discuss personnel and legal matters.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Mansfield Township Board of Education adjourns to closed session to discuss:

- 1) Matters rendered confidential by Federal Law, State Law, or Court Rule
- 2) Pending Litigation
- 3) Personnel Matters
- 4) Matters of Attorney/Client Privilege
- 5) Confidential Student Matters

BE IT FURTHER RESOLVED, that the Mansfield Township Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

On a motion by Ms. Quinn, seconded by Mr. Winand, the Board of Education adjourned from Executive Session at 7:43 p.m.

Call to Order - Mrs. Quinn opened the BOE meeting.

President's Announcement - Ms. Quinn read the Statement of Advance Notice

Statement of Advance Notice

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, The Mansfield Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Mansfield Township Municipal Building and sent to the following newspapers: *The Express Times and Star Ledger*.

Pledge of Allegiance - Ms. Quinn conducted the Pledge of Allegiance

President's Report

Ms. Quinn discussed the NJSBA Conference being held from October 21st to the 24th. This year the full BOE was registered for the conference. Please let either Mr. DeAngelo or myself know sooner than later, but does not have to be tonight, if you are planning on attending and your specific dates. Hotel reservations have been made at the Hard Rock Hotel and can be canceled prior to September 1, 2024, but please do not wait until then. Ms. Quinn also discussed the reintroduction of the Summer Programs for 2024-2025.

Interim Superintendent Report

Dr. McCartney presented the Mansfield Township 2022-2023 State Performance Report Results.

Business Administrator Report

Mr. DeAngelo mentioned one can see from the number of Facilities and Finance motions the exciting things happening in the Business Office. Mr. DeAngelo further discussed the three year Food Service Administrative review that will occur Tuesday, April 23 through Thursday, April 25, 2024. Mr. DeAngelo further mentioned the negative food service balance accumulated by some of our neediest students and families and other districts' fundraising measures at churches, etc. No district can write off the negative balances unless there was a mistake in the application process.

Communication and Petitions - None

Public Comment - None

Mrs. Quinn made a motion to close the public comment number one.

Action Items - Consent Agenda

Chair - Ms. Watters

Approval of Board Minutes and Reports

On a Motion by Ms. Watters and seconded by Ms. Quinn Items 1 through 2 were approved by the Board of Education with a 9-0-0 roll call vote:

1. Motion to approve the open and closed session minutes of the March 12, 2024 regular meeting.
2. Motion to receive/approve the HIB Report Cases, if any. There were no HIB to report.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Judy Irwin	X			
Jonathan Lemp	X			
Alison Lorentson	X			
Diane Margolin	X			
Constance Quinn	X			
Jonathan Rood	X			
Jennifer Rosenblum	X			
Linda Watters	X			
James J. Winand	X			

June 30, 2025 for all Finance. Total Annual cost is \$23,500.00. In comparison, the 2024-2025 CDK, (Mansfield Township Business Office Accounting and Payroll Software) pricing is \$18,788 plus annual license fee \$4,525 for a total of \$23,313.

2. Motion to approve the 2024-2025 ESY Program as submitted by the CST Department. The ESY Program will run on Mondays through Thursday from June 17, 2024 to July 18, 2024. Total anticipated cost and payments are made in the 2024-2025 Budget Year Subject to CBA rates.
3. Motion to approve the 2024-2025 Preschool Program at the same cost as 2023-2024 School Year. The 2023-2024 and 2024-25 tuition rates are \$525.00 per month (10 months).
4. Motion to approve the 2024-2025 Before and Aftercare Program at the same cost as the 2023-2024 School Year. The 2023-2024 and 2024-2025 tuition rates are \$425.00 per month (10 months).
5. Motion to approve the 2024-2025 Summer Program.
6. Motion to approve the 2024-2025 Summer Recreation Program.
7. Motion to approve the 2024-2025 Camp Kindergarten Program. The 2023-2024 cost was \$4,500.00. Subject to new CBA Rates.
8. Motion to approve the 2024-2025 Food Service Price increase as recommended by Maschio's Food Service Company due to inflationary cost increases. Recommended price increase of (.50) for 2024-2025 school year:

2023-2024 Pricing

National School Lunch	\$3.30
School Breakfast	\$1.80
After School Snack	\$.80

Recommended 2024-2025 Pricing

National School Lunch	\$3.80
School Breakfast	\$2.30
After School Snack	\$1.05

*Mansfield Township School District's last Food Service price increase was the 2019-2020 school year.

9. Motion to rescind the March 12, 2024 Board of Education Motion to approve the Proposal #97499 from RFS Company a total of \$80,925.30 paid from the Cafeteria account.
10. Motion to approve the quotation from Dancker, Education Services Commission of New Jersey State Approved Cooperative Purchasing System # 65MCESCCPS Contract -NPS Public Furniture and Accessories Bid#ESC NJ 22/23-08, for the purchase of (10) MT Tables for \$15,4777.30, (14) Cafeteria tables with 16 stools at \$38,744.58, and (4) Cafeteria Tables with bench seats at \$10,931.20, Shipping and Handling \$1,860.00 and

Installation \$1,290.00, Surcharge of \$687.03 and Processing Fee of \$400.00 For a Total Purchase of \$69,390.11 paid from the Cafeteria Account.

11. Motion to accept the donation, with gratitude, from East Amwell Township School District for the receipt of (100) blue student chairs.
12. Motion to approve obsolete inventory as of March 31, 2024, as listed.
13. Motion to approve the Brown and Brown Final Proof of Loss for the plumbing loss on 3/4/2024 claim number 24PR00021. Total Replacement Cost Value (RCV) \$16,639.54 less the \$5,000.00 policy deductible, for the net RCV Claim payment to Mansfield Township Board of Education of \$11,639.54.
14. Motion to approve the 2024-2025 Master Service Agreement with Scribbles scanning Human Resource records. Total Cost \$2,400.00.
15. Motion to approve the non-renew contract with Acrisure for Human Resources Services for the 2024-2025 School Year. The services were being paid from the ESSER funds which have been fully expended. The monthly cost was \$2,900.00 per month.
16. Motion to approve the 2024-2025 E2e Exchange, LLC as the Erate provider. Annual cost is \$2,250.00.
17. Motion to approve the 2024-2025 Phoenix Advisory agreement necessary for Debt Service and fiscal compliance. Total annual cost \$1,350.00.
18. Motion to approve the 2024-2025 JDM Group Technology contract in the amount of \$119,340.00 less the appropriate 2024-2025 Erate funding. Total eligible e-rate funding is \$20,000.00.
19. Motion to approve the submission for the 2024-2025 Extraordinary Aid.
20. Motion to approve the submission of the 2024-2025 School Climate Awareness Grant.
21. Motion to approve the Monthly Payroll:

March 15, 2024 - \$368,771.82
March 28, 2024 - \$371,688.84
April 15, 2024 - \$353,555.54

22. Motion to approve the Bill List:

General Fund - March 13, 2024 to March 31, 2024	-	\$1,053,261.12
April 1, 2024 to April 18, 2024	-	\$ 669,514.94
Cafeteria Fund - March 13, 2024 to March 31, 2024	-	\$ 36,898.39
April 1, 2024 to April 18, 2024	-	\$ 10,055.78

23. Motion to approve the March 2024 Budget Transfer Report, as listed:
Fund 10 - \$103,473.36
Fund 20 - \$ 2,766.29
24. Motion to approve the JDM Group reclassifications for the month of March 2024 in the amount of \$9,750.00 to keep all accounts positively stated.
25. Motion to approve the 2024/2025 out of district tuition contract with Warren Glen Academy for the 2024/2025 school year SID#7500393604. Total school days (180) at tuition rate of \$323.75 equals \$58,275.50 and for Extended School Year, ESY, if applicable, July 2024 through August 2024 (30) days at \$323.75 equals \$9,712.50 for a total contract of \$67,987.50. Transportation will be additional.
26. Motion to approve the proposal from Cedar Risk Management for the Property/General Liability Crime, Umbrella Liability, Inland Marine, Automobile, Special Education, Workers Compensation Insurance, School Boards Errors and Omissions, Boiler and Machinery.
27. Motion to approve the ordinary and necessary class transfers within the student activity for the 2023-2024 audit and the 2024-2025 school year.
28. Motion to approve the SOP to define the deadline for depositing student activity checks as two weeks to avoid the cost of reissuing checks in the event the trip is canceled.
29. Motion to approve Mr. DeAngelo's attendance and cost for the annual NJASBO conference from June 4, 2024 until June 7, 2024. Conference cost is \$650.00 plus hotel and mileage.
30. Motion to approve the 2024-2025 Insurance Rates provided by Integrity Group Healthcare Insurance. Medical, Prescription, Dental, and Vision Service Plan, VSP, for the New Jersey Educator Health Plan, NJEHP, Garden State, and the Horizon Direct Access 10. Horizon Blue Cross and Blue Shield rate is a 6.1% increase from 2023-2024:
31. Motion to approve the March 2024 Treasurer's and Board Secretary Report in the amount of \$1,319,021.34.
32. Motion to approve the Monthly Certification of Funds Roll Call Motion to certify that no major account or fund has been over-expended in violation that the Mansfield Township Board of Education accepts the Board Secretary's monthly certification, as attached, and pursuant to N.J.A.C. 6A:23-2.12(c) 3 that as of March 31, 2024 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10 (c) 3.

BE IT RESOLVED, that Pursuant to N.J.A.C 6A:23-2.12 (c) 4, the Mansfield Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial Reports certify that as of March 31, 2024 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C 6A:23A-16.10 (c) 4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Judy Irwin	X			
Jonathan Lemp	X			
Alison Lorentson	X			
Diane Margolin	X			
Constance Quinn	X			
Jonathan Rood	X			
Jennifer Rosenblum	X			
Linda Watters	X			
James J. Winand	X			

Public Comment

Mr. Melitsky, Principal, discussed the exciting things happening at the district:

- State Testing
- Teacher of the Year (TOY) Ceremony attended by Dr. McCartney and Mr. Melitsky recognized Mansfield's Teacher of the Year and Support of the Year as well as all the County TOY.
- Peer Visitation from Warren Hills, Mansfield Alumni, occurred last month for our 6th Graders.
- Tech Fest took place in the Media Center. The program is run by Ms. Baker.
- PTA Spring Dance will be Friday, June 19, 2024 and there are two separate dances based upon grade levels; One starting at 5:30 p.m. and another at 6:30 p.m.
- The Greek Festival will occur tomorrow. Rumor has it that, "Zeus and Mr. Melitsky have never been seen in the same room together." Pictures will be taken. Ms. Quinn asked if either Dr. McCartney or Mr. DeAngelo was planning on participating in the Greek Festival.

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. None.

Future Board Meeting Dates:

Tuesday, May 7, 2024 - Public Budget Hearing- Final Budget Approval

Thursday, May 16, 2024 - Regular Meeting

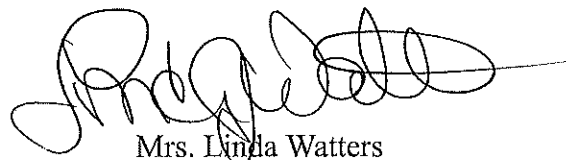
Second Executive Session - None

Recommended Action - Adjournment - On a motion by Mr. Rood and seconded by Ms. Irwin the Board of Education adjourned from the Regular Meeting with an 9-0-0 roll call vote at 8:42 p.m.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Judy Irwin	X			
Jonathan Lemp	X			
Alison Lorentson	X			
Diane Margolin	X			
Constance Quinn	X			
Jonathan Rood	X			
Jennifer Rosenblum	X			
Linda Watters	X			
James J. Winand	X			

Respectfully Submitted,

Mr. Paul DeAngelo
SBA/Board Secretary



Mrs. Linda Watters
Vice-President