

Mansfield Township Board of Education

AGENDA Regular Meeting October 20, 2022 7:00 p.m.

Call to Order - Board President, Ms. Krysti Mastrolacasa

Pledge of Allegiance - Board President, Ms. Krysti Mastrolacasa

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*.

Roll Call – Mr. Paul DeAngelo, Business Administrator/Board Secretary

Mansfield Township Board of Education:

Ms. Annamaria Lalevee
Ms. Diane Margolin
Ms. Krysti Mastrolacasa - President
Mr. Jim Momary
Ms. Constance Quinn
Ms. Karri Reyes
Mr. Joseph Rodriguez
Mr. Mark Smith - Vice President
Ms. Linda Watters

Administration:

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

Other in Attendance:

Board President Report -Ms. Krysti Mastrolacasa

Superintendent Report – Dr. Anthony Giordano

Communications and Petitions (If required) – The Superintendent and members of the Board may acknowledge any communications and/or petitions received.

Executive Session (If Required)

Public Comments Agenda - Public comments are invited on matters pertaining only to the agenda action items at this time. All participants shall be given three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate. The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you. The Board will hear all public comments and then close the public comment session and respond if appropriate.

Consent Agenda - Recommended Action(s) **Approval of Minutes - Ms. Annamaria Lalavee**

1. Motion to approve the open and closed session minutes of the September 13, 2022 Regular meeting.
2. Motion to approve the open session minutes from the Strategic Planning Meetings dated:
September 26, 2022
October 3, 2022
October 17, 2022

Approval Agenda

Facilities/GreenTeam Chair: Mr. Joseph Rodriguez

Facilities/Green Team Committee - Recommended Action(s) - All Items Budgeted

Facilities Green Team Update

1. Ratify the quote from Window Film Depot in the amount of \$4,050.20 for school safety to be charged to Capital/Fund 12.
2. Approve the Bid from WB Mason for Media Center furniture in the amount of \$55,409.00 for Furniture and \$4,200.00 for Delivery and Installation to be paid by SRS grant number 2 and 3.
3. Ratify the quote form Fortec Solutions for \$5,500.00 for school safety to be charged to Fund 12, Capital.
4. Approve the 2022/2023 Snow Removal Agreement with Stone Hill Excavating:
Snow Removal:
1-3" - \$ 900.00
3-6" - \$1,200.00
6-9" - \$1,625.00
9-12" - \$1,950.00

Backhoe Service to Move Snow \$165.00 per hour
Dump truck to haul snow if needed - \$150.00
Salting: Per application - per lot - \$845.00 flat rate.

5. Approve the 2022/2023 School Integrated Pest Management Plan.
6. Approve the submission of the 2022/2023 M-1 report maintenance requirements.
7. Approve the following resolution

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Mansfield Township School are consistent with these requirements, and Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, Now Therefore Be It Resolved, that the Mansfield Township Board of Education hereby approves the attached Comprehensive Maintenance Plan (CMP); Be It Further Resolved that the Mansfield Township Board of Education authorizes the School Business Administrator to submit the attached CMP for the Mansfield Township School in compliance with Department of Education requirement.

8. Approve estimate #2319 from Great Lakes Recreation - DBA Boyce for \$6,453.84 for Little Toy Playground replacement parts to be paid by the Before and Afterschool Grant.

Approval Agenda

Calendar/Education/Policy Chair: Mr. Mark Smith

Calendar/Education/Policy Committee - Recommended Action(s)- All Items Budgeted

1. Approve the Submission of the School Self Assessment HIB Scores.
2. Approve the 2022/2023 School Nursing Plan.
3. Approval of the 2022/2023 Morning Academy paid by ESSER III funding.

Approval Agenda

Personnel/Culture Climate Chair: Mr. James Momary

Personnel/Culture Climate Committee - Recommended Action(s) - All Items Budgeted

1. Approve Tracey Wykoff as a maternity leave replacement teacher (Criminal History check completed), as recommended by the Superintendent.
2. Approve the FMLA request for SMID#19627215 from January 2, 2023 with return date of April 3, 2023 paid by PTO.
3. Approve the SCIP Committee. Mission: Ensure the effectiveness of the school's teachers.

Duties: Oversee mentoring and foster a culture of continuous improvement, conduct evaluations (including mid-year evaluations of teachers rated ineffective or partially effective), and identify opportunities to inform professional development.

Katie Mattison will not participate in evaluation activities.

4. Approve Paul DeAngelo as the Affirmative Action Officer for the 2022/2023 school year.
5. Approve the following members: Marc Tyson, Michele Zappulla, Dawn Tironi, and Joan Isemann to the Affirmative Action Committee.
6. Approve to appoint Dr. Anthony Giordano as the Anti-Bully Coordinator, as recommended by the Superintendent.
7. Approve the following people to the School Safety Team:

Dr. Anthony Giordano	(Superintendent)
Mr. John Melitisky	(Principal)
Ms. Laurie Faverau	(Chair)
Ms. Danielle Samuels	(Co-Chair)
Ms. Corin Francisco	(Teacher)
Ms. Joan Isemann	(Nurse)
Ms. Beth Beardsley	(Parent)
8. Approve Danielle Samuels and Lauri Favreau as the Anti-bullying Specialists, as recommended by the Superintendent.
9. Approve custodian substitutes as recommended by the Superintendent. The substitutes to be determined.

Township Agenda

Township Chair: Ms. Linda Watters

Township Committee - Recommended Action(s)

- Township Committee Report

Approval Agenda

Finance Chair: Ms. Constance Quinn

Finance Committee - Recommended Action(s) - All Items Budgeted

1. Approve of Monthly Payroll:

September 15, 2022 - \$374,398.84
October 15, 2022 - \$394,885.95
2. Approve the General Fund Bill Lists September 14, 2022 to September 30, 2022 in the amount of \$1,037,750.14 and October 1, 2022 to October 20, 2022 Bill Lists in the amount of \$612,276.74:

General Fund/Fund 10: September 14, 2022 to September 30, 2022, in the amount of \$1,021,735.66;
Grant Account/Fund 20: September 14, 2022 to September 30, 2022, in the

amount of \$6,614.48;
 Cafeteria Account/Fund 51: September 14, 2022 to September 30, 2022, in the amount of \$0.00;
 Before and Aftercare/Fund 60: September 1, 2022 to September 30, 2022, in the amount of \$9,400.00;
 General Fund/Fund 10: October 1, 2022 to October 20, 2022, in the amount of \$596,400.77;
 Grant Account/Fund 20: October 1, 2022 to October 20, 2022, in the amount of \$10,538.80;
 Cafeteria Account/Fund 51: October 1, 2022 to October 20, 2022, in the amount of \$22,769.36;
 Before and Aftercare/Fund 60: October 1, 2022 to October 20, 2022, in the amount of \$5,337.17.

3. Approve the September 2022 Budget Transfer Report

Fund 10 - \$37,675.49
 Fund 20 - \$ 0.00

4. Approve the Circular State of New Jersey Department of the Treasury, in accordance with the Fiscal Year 20232 Appropriation Act and until further notice, the mileage reimbursable rate shall be \$.47 per mile from \$.315 per mile.
5. Approve the 2021/2022 Reclassifications for September 30, 2022 in the amount of \$67,673.62.
6. Approve the auditor Journal Entries and Reclassifications for 2021/2022.

Total Journal Entries	All Funds	\$1,744,617.67
Total Budget Transfers	Fund 10	\$ 1,111.48
	Fund 20	\$ 56,200.34
Total Reclassifications	Fund 10	\$ 84,127.50

7. Approve AEDGrant.com for AED for Mansfield Elementary School secured by School nurse, Ms. Isemann.
8. Approve the 2022/2023 Annual Workshop for Mansfield Township School Board. Conference from October 24 - October 26, 2022. Conference \$2,100.00 plus reservations, travel, and meals.
9. Approve the 2022/2023 NJSBA Annual Workshop for Dr. Girodano, Conference from October 24-October 26, 2022. No cost to the district.
10. Approve the hold harmless agreement and modification of the SOP, Standard Operating Procedure, and BOE policy to allow for electronic signature on Mansfield Township School District checks as recommended by CDK Systems, Inc. Implementation date 1/2023.
11. Approve the quote from CDK Systems, Inc. (prorated for January 2023 to June 2023) will be \$2,450 (setup fee plus ½ year annual fee). The full fee for the 2023/2024 school year will be billed in July at \$2,700.00. Implementation date 1/2023.

12. Ratify the 2022/2023 transportation cost for choice SID#2786276019 to Hackettstown Middle School. Transportation provided by WCSSS for \$188 per day.
13. Ratify the 2022/2023 Preschool transportation cost for SID#7743805309 at \$180 per day.
14. Ratify out of district tuition contract with Warren Glen Academy for the 2022/2023 school year SID#7500393604 from October 5, 2022 until June 2022 total days 160 at rate of \$309.05. Transportation will be additional.
15. Ratify the out of district placement for transportation for Warren Glenn SID#7500393604 as recommended by the Superintendent.
16. Approve the Professional Workshops and Travel as listed.
17. Approve the Monthly Certification of Funds 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 September 30, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Public Comments School District - Public comments are invited on all matters pertaining to the Mansfield Township School District. All participants shall be given three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate. The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

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New Business - Members of the Board may introduce any new item or topic of discussion for the Board to consider.

- School Board Election Ballot Question

Old Business - Members of the Board may comment on any item or topic that was previously discussed by the Board.

FUTURE BOE MEETING DATES:

November 17, 2022

December 15, 2022

January 5, 2023 Reorganization

Executive Session (If Required)

Mr. Joseph Rodriguez

Recommended Action - Motion to adjourn the meeting.