

Mansfield Township Board of Education

AGENDA

Regular Meeting and Public Budget Hearing

April 28, 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 Laveve

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:

Superintendent's Report – Dr. Anthony Giordano

- Culture and Climate Presentation
- Dr. Giordano and Mr. DeAngelo - Public Budget Hearing 2022/2023 Budget

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 March 24, 2022 Regular meeting.
2. Motion to approve the open and closed session minutes of the April 7, 2022 Special Meeting.

Approval Agenda Facilities/GreenTeam Chair: Mr. Joseph Rodriguez Facilities/Green Team Committee - Recommended Action(s)

Facilities Green Team Update

1. Approve quote # 10480623 from Journey Ed for \$11,505.00 for Microsoft ED, part# 1765796 and 1765747 and rescind the previous motion from Journey Ed for prior Microsoft licensing.

Approval Agenda Calendar/Education/Policy Chair: Mr. Mark Smith Calendar/Education/Policy Committee - Recommended Action(s)

1. Approve the 2022-2023 and the 2023-2024 School Calendar.
2. Approve the date for Promotion - June 20, 2022, at 7:00 P.M.

Approval Agenda

Personnel/Culture Climate Chair: Mr. James Momary
Personnel/Culture Climate Committee - Recommended Action(s)

1. Approve the hiring of Shalyn Spratt, long term Special Education leave replacement, for May and June 2022.

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)

1. Approve of Monthly Payroll:

March 31, 2022 regular payroll in the amount of \$363,068.98
April 15, 2022 regular payroll in the amount of \$363,305.23

2. Approve the March 25, 2022 to March 31, 2022 General Fund \$695,612.13 and April 1, 2022 to April 28, 2022 Bill List in the amount of \$467,258.40:

General Fund/Fund 10: March 25, 2022 to March 31, 2022, in the amount of \$310,634.35;

Grant Account/Fund 20: March 25, 2022 to March 31, 2022, in the amount of \$16,880.88;

Before and Aftercare/Fund 60: March 25, 2022 to March 31, 2022, in the amount of \$5,027.92;

General Fund/Fund 10: April 1, 2022 to April 28, 2022, in the amount of \$90,628.52;

Grant Account/Fund 20: April 1, 2022 to April 28, 2022, in the amount of \$8,832.15;

Before and Aftercare/Fund 60: April 1, 2022 to April 28, 2022, in the amount of \$4,492.50;

Cafeteria Account/Fund 51: March 25, 2022 to March 31, 2022, in the amount of \$19,625.49;

Cafeteria Account/Fund 51: April 1, 2022 to April 28, 2022, in the amount of \$0.00.

3. Approve the March 2022 Budget Transfer Report

Fund 10 - \$ 112,623.08

Fund 20 - \$ 60,545.79

4. Approve the 2021/2022 Reclassifications for ESEA and IDEA Grants for March 31, 2022 \$42,611.29.

5. Ratify the amendment to WCSSS bus contract added morning run from April 4, 2022.

6. Approve the Professional Workshops and Travel.
7. Approve the prorated tuition for Before and Aftercare for the month of June 2022. Three weeks versus four weeks. $\$400 \times 75\%$ (three weeks) = $\$375.00$.
8. Approve the transportation consultant agreement in the amount of $\$12,151.00$ with Logic 54 for 2022/2023 at the same rate as 2021/2022.
9. Approve the refund of $(\$4,013.00)$ from NJSIG for workers compensation for the 2021/2022 school year due to COVID-19 to be applied against 2022/2023.
10. Approve the 2022/2023 Safety Grant for security in the amount of $\$2,200.00$. The safety grant is a part of the NJSIG insurance consortium.
11. Approve the reallocation of the Facilities COVID-19 expenses for the 2021/2022 school year to the FEMA reserve account to be paid from COVID-19.
12. Approve the 50% reallocation of all Visitor Center expenses due to COVID-19 billable to FEMA.
13. Approve the quotes from Eastern Datacom for quote number LENS3 2022/2023 $\$2,600.00$ and ST Mitel 2022/2023 Support $\$3,162.00$.
14. Ratify the quote MRCX873 from CDW for student headphones in the amount of $\$2,504.00$ to be paid by ESSERs.
15. Ratify the contract with Direct Energy for procurement of fixed rate for Mansfield Elementary School for (36) Months. No cost to the Mansfield Township BOE.
16. Approve the February 2022 Treasurer's Report in the amount of $\$1,134,106.59$.
17. Appoint Hudson Shore Group as the Broker of Record for Horizon, Delta Dental, and Horizon Prescription programs for 2022/2023 with Derek Dailey serving as Broker of Record.
18. Approve Brown and Brown NJSIG as the Broker of Record for General Liability, Workers Compensation, Errors and Omissions for 2022/2023 with Bob Gemmell serving as Broker of Record.
19. Approve T.L. Groseclose Associates, Inc. as the Broker of Record for Student Accident Insurance Basic & Voluntary for 2022/2023 with Maria Huber serving as Broker of Record.
20. Approve BKC as the Auditors for the 2022/2023 school year with Jonathan Weiss serving as Auditor of Record.
21. Approve Phoenix Advisory serving as debt service advisor for the 2022/2023 school year with Bryan Morris serving as advisor.

22. Appoint Schenck Price Smith & King, LLP as attorney for the 2022/2023 school year with Marc Zitomer serving as Attorney of Record.
23. Approve the transfer of the Capital Reserve account to the General Fund in the amount of \$338,752.44 as of 3/31/2022 and includes encumbrances.
24. Roll Call Vote - Approve the adoption of the 2022/2023 Mansfield Township School District budget as follows:

<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund (10) \$ 10,575,633	\$6,095,259
Special Fund (20) \$ 536,190	
Debt Service Fund (40) \$ 457,650	\$285,879
Total Base Budget \$ 11,569,973	

*Included in the budget is Capital Withdrawal \$150,000 for the purpose of infrastructure, security, and information system upgrades.

25. Roll Call Vote - Resolve that the amount of district taxes needed to meet the obligations of the Board of Education beginning July 1, 2022, through June 30, 2023, is \$6,095,259 for General Current Expense and \$285,879 for debt service to be received as follows:

Current Expense: Twelve payments of \$507,938.25 on the fifteenth (15th) of every month for a total of \$6,095,259.

26. 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 February 28, 2022 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Executive Session (If Required)

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.

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

FUTURE BOE MEETING DATES:

May 19, 2022 - Regular Meeting and Budget Adoption (if required/subject to change)

June 16, 2022 - Regular Meeting

July 21, 2022 - Regular Meeting

User Friendly Budget Posted to Website: April 29, 2022 (48 hours after public hearing).

Deadline to adopt budget: At or after public hearing, but no later than May 19, 2022.

Mr. Joseph Rodriguez

Recommended Action - Motion to adjourn the meeting.