

MANSFIELD TOWNSHIP BOARD OF EDUCATION

Minutes

October 12, 2023

7:00 p.m. - Executive Session

7:30 p.m. - Regular Meeting

Call to Order - Krysti Mastrolacasa, Prior President called the meeting to order at 7:00 p.m.

Mr. DeAngelo, Board Secretary conducted Roll Call

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Annamaria Lalevee				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa	X			
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

First Executive Session - On a motion by Krysti Mastrolacasa and second by Joe Rodriguez, the Board of Education adjourned to closed session at 7:05 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.

The Board of Education adjourned from Executive Session at 7:35 p.m.

Statement of Adequate Notice

Mrs. Mastrolacasa provided the Statement of Adequate Notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Mansfield Township Board of Education Office, by mailing copies to The Express-Times, Star-Ledger and to the Township clerk in Mansfield Township.

Call to Order - Krysti Mastrolascasa

Welcome to the Mansfield Township BOE Meeting. Mrs. Mastrolacasa mentioned that Mrs. Quinn and Mrs. Watters were not available this evening.

President's Report - Mrs. Mastrolacasa mentioned the Board President, Mrs. Quinn asked to provide a report. We had a Special Virtual Meeting on October 10, 2023 with the stakeholders regarding the Superintendent search. At that meeting, we had about thirty people attend and it was a very successful meeting. We have another meeting, in person, on Wednesday, October 18, 2023.

Interim Superintendent's Report

Dr. McCartney had several items to share tonight.

Biannually, we have an obligation to report to the community every January and July on violence, vandalism, weapons, substances, and instances of HIB, Harassment, Intimidation, and Bullying. I looked through minutes and found that it was not done. The requirement to report would not have been a matter for the Board. It would have been a matter for the administration. Dr. McCartney contacted the administrator and they are no longer here.

- I want to share that for all of the 2022-2023 school year there were no vandalism offenses, no weapon offenses, no violence offenses, under the definition of the law, and no substance offenses. Under HIB there were two incidents over the year. Based on Dr. McCartney's experience elsewhere, to have that few number of HIB cases doesn't happen. That few number of incidents is incredible. A lot of things are right here to have those few.

Another state requirement and the law is conducting and reporting bus evacuation drills twice annually. Districts must report the bus evacuation drills at the next Board Meeting. We conducted a bus evacuation drill on September 14, 2023. We are pleased to report the students carried out the drill in exemplary fashion. The last BOE meeting was September 13, 2023 and this meeting is October 12, 2023. The Board Secretary will record the evacuation drill from September 14, 2023 for the minutes and we can tell the people handling the QSAC evaluation that we are consistent with the expectation of the law.

Dr. McCartney mentioned that next week is School Violence Awareness Week in New Jersey. To that end, there are many activities that will occur at the school. It affirms our relationship with our local police department. We are never alone. The police department is out there every morning and there every afternoon. This commitment sends a clear message that we are protected and anyone, who has any inspirations to misbehave, sends another message.

Dr. McCartney discussed the New Jersey Student Learning Assessment, NJSLA, results which measures the performance of our students during this past Spring. These results are but one measure of student learning and should be treated as such. John Meltisky, Principal and Caryn Coscia, Director of Curriculum and Instruction, have analyzed the results and are here to share the findings. NJSLA information is aggregated and in some incidents disaggregated. There are lots of ways to look at student achievement and this is one single metric. If someone from the state was here tonight, I would say it the same way. There are many ways to show student achievement. Dr. McCartney introduced Mr. Melitsky and Ms. Coscia, who provided the following NJSLA presentation.

Mr. Melitsky started the presentation stating that Dr. McCartney stole his thunder. We do share a lot of the same thoughts. Mr. Melitsky also stated that the NJSLA results are not the “end all and be all.” We have many benchmark assessments and DIBELS, Dynamic Indicators of Basic Early Literacy Skills. Teachers have co-evidence and other tools that measure student achievement. We use the NJSLA data as one measurement, instead of putting all our stock in one set of results. In the past, the state required a common core assessment namely PARCC, Partnership for Assessment of Readiness for College and Careers, for a couple years. There was a lot of healthy discussion regarding PARCC. For three years, we have done NJSLA requirements. The three years are misleading due to COVID-19, when testing was not performed, in the Spring of 2020 and 2021. Mr. Melitsky reported the NJSLA results to the Board, staff, and stakeholders.

Mr. Melitsky introduced Mrs. Coscia, who presented where we go from here. Mrs. Coscia asked “What are the next steps going to be for Mansfield and How do we respond and grow? The import word is growing. The school introduced Waggle, an online benchmark assessment, which differentiates the students. Our ST Math, online program Math program, also provides equity. It does not use words. Math is not just numbers. There is a lot of reading in math. ST Math takes reading away. We also have similarities between ELA and we will be introducing standard based report cards in Grades 3 to 5. We can assess exactly where the students are meeting the standards or vertical articulation. We had kindergarten teachers talking with first grade teachers about student assessments and to review the continued expectations. We are analyzing the data and sharing with each other areas of strength and areas for improvement. Conversations and action plans have and are being formulated. We now have Morning Academy and Summer Academy to provide an extra boost during those times. Phonics is a large part of ELA and Foundations was introduced in Grade 3. Data driven information is provided for grades K-2 from DIBELS and helps identify dyslexia. Everything based on the standards.

Dr. McCartney thanks both Mr. Melitsky and Mrs. Coscia for their presentation.

Dr. McCartney shifted to one of the most important programs we conduct is our Anti-Bullying awareness activities enacted HIB, Harassment, Intimidation, and Bullying, to prevent discrimination. The state law requires that all students and all adults, who have contracts with our students at the school, be provided with training about the law. We are fortunate to have Lauri Faverau and Danielle Sammels, our Counselors and Anti-Bullyin Specialists, with us tonight to share insight about the HIB law. Both Lauri and Danielle are very knowledgeable about this law. Dr. McCartney introduced Mrs. Samuels and Mrs. Favreau, who provided a presentation on HIB. Mrs. Samuels presented the definition of HIB, as one or more acts, on school property, bus, and brought to school. Written, verbal, electronic, physical. The other act is that it is physically and harmful to students and places students in fear and demeaning to students. The Mansfield Township Anti-Bullying Team was also discussed. Anti-Bullying Coordinator. Dr. McCartney reports two times a year on HIB data and trends and reports to NJDOE. Policy 5512 - Harassment, Intimidation or Bully, which amends Article G to include Principal's Determination is being considered tonight. The School Safety team was also discussed. The goal of the School Safety Team is to foster a positive school climate.

Dr. McCartney thanked the school counselors for their hard work and detailed report. Dr. McCartney mentioned that if you look at the website there is a line that shows where the HIB information can be found.

Business Administrator's Report - Mr. DeAngelo thanked the BOE for their consideration of the items on the agenda for his professional development. Mr. DeAngelo mentioned his inclusion of legislative and funding formula committees at NJASBO. Mr. DeAngelo thanked Mrs. Jennifer Teets for her one year anniversary in the Business Office after the retirement of Annette Stankavish on October 1, 2022.

Communication - Ms. Mastrolacasa asked Dr. McCartney if there were any communications. There were none

Public Comment- Ms. Jennifer Rosenbloom thanked Dr. McCartney for his knowledge, experience and professionalism.

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

Action Items - Consent Agenda

Approval of Board Minutes and Reports

Motion by Mrs. Lalevee and second by Mr. Rodrgiuez to approve and adopt motion 1., separately as amended and described below:

1. Motion by Ms. Lalevee and second by Mr. Rodrgiuez and carried by the Board of Education to approve the minutes of the September 13, 2023 Regular and Executive Session Meeting.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent

Annamaria Lalevee				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa			X	
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

Education and Policy - Diane Margolin

1. Mrs. Margolin made a motion, seconded by Mr. Rodriguez and carried by the Board of Education with a 4-0-1 vote to introduce and conduct a Second Reading of Policy 5512 - Harassment, Intimidation or Bully, which amends Article G to include Principal's Determination.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Annamaria Lalevee				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa	X			
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

Personnel - Krysti Mastrolacasa

Motion by Mrs. Mastrolacasa and second by Mr. Rodriguez to approve and carried by the Board of Education with a 5-0-0 vote to adopt motions 1. through 6., as amended and described below.

1. Motion to approve the hiring of Donna Creedon, as a paraprofessional, \$18,338.00, for the 2023/2024 school year, as recommended by the Superintendent.
2. Motion to approve the \$2,000.00 MEA contractual educational movement for Jessica Eresman, as recommended by the Superintendent.

3. Motion to approve 2023/2024 ASBO School Facilities and Operations, SFO and NJASBO Qualified Purchasing Agent, QPA, applications and expenses for Paul DeAngelo, as recommended by the Superintendent. SFO costs \$550.00 and QPA is \$450.00. Total expenses are \$1,000.00.
4. Motion to approve Paul DeAngelo as a NJASBO mentor for Ian Fallstich to obtain Business Administrator's Certificate with no time or expense to the Mansfield Township School District, as recommended by the Superintendent. Mr. Fallstich is currently utilizing provision BA certification for a Newark Charter School.
5. Motion to approve the 2023/2024 workshop and travel expenses, as recommended by the Superintendent.
6. Motion to approve the 2023/2024 coursework, as recommended by the Superintendent.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Annamaria Lalevee				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa	X			
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

Township Committee Update - Mrs. Mastrolacas asked if there was any Township Committee Update. Mrs. Rood mentioned there were no updates.

Facilities/Finance - Jonathan Rood

Motion by Mr. Rood and second by Mrs. Lorentson to approve and adopt motions 1. through 12, as amended and described below.

1. Motion to ratify the 2023/2024 Stabilization Aid application in the amount of \$64,021.00. The Equalization Aid in 2023/2024 was reduced from \$3,008,166 to \$2,819,868, a difference of \$188,298.00. MTSD applied for Stabilization Aid and received \$124,277. Total application amount \$64,021.00.
2. Motion to approve the 2023/2024 renewal with 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.

3. Motion to approve the 2023/2024 School Integrated Pest Management Plan.
4. Motion to approve 2023/2024 M-1 and CMP report maintenance requirements.

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.

5. Motion to approve the 2023/2024 Statement of Assurance, SOA. Health and Safety Evaluation of School Buildings Checklist and preschool/kindergarten toilet waiver.
6. Motion to approve the 2023/2024 DRTRS Transportation Report for reimbursement.
7. Motion to approve the Monthly Payroll:

September 21, 2023 regular payroll in the amount of \$371,573.55

8. Motion to approve the September 14, 2023 to September 30, 2023 Bill Lists in the amount of \$638,993.66. October 1, 2023 to October 12, 2023 in the amount of \$152,791.25. Cafeteria check September 14, 2023 to September 30, 2023 in the amount of \$0.00 and October 1, 2023 to October 12, 2023 in the amount of \$0.00.
9. Motion to approve the July 2023 Budget Transfers in the amount of \$61,182.73.
10. Motion to approve the July 2023 Reclassification in the amount of \$15,760.00.
11. Motion to approve the August 2023 Board Secretary and Treasurer's Report in the amount of \$1,588,339.48.

August 31, 2023						
Per Treasurer		Beginning Cash Balance	Cash Receipts This Month	Cash Disbursements This Month	Reclassifications	Ending Cash Balance
General Fund	10	\$645,230.33	\$ 755,278.12	\$ 562,935.76	\$ 15,760.00	\$ 853,332.69
Special Fund	20	(\$512,927.61)	\$ 85,991.00	\$ 894.99	\$ (15,760.00)	\$ (443,591.60)
Referendum	30	\$5,100.50	\$0.00	\$ 0.00	\$ 0.00	\$ 5,100.50
Debt Service	40	\$41,618.65	\$0.00	\$ 0.00	\$ 0.00	\$ 41,618.65
Before /Aftercare	60	\$164,122.16	\$ 7,499.16	\$ 4,181.70	\$ 0.00	\$ 167,439.62
Summer Rec	61	\$3,616.96	\$0.00	\$ 0.00	\$ 0.00	\$ 3,616.96
Capital Reserve	10/31	\$433,185.06	\$0.00	\$ 0.00	\$ 0.00	\$ 433,185.06
Maintenance Reserve	10	\$526,240.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 526,240.00
Emergency Reserve	10	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total		\$1,306,186.05	\$ 848,768.28	\$ 568,012.45	\$0.00	\$ 1,586,941.88
Payroll		\$1,147.60	\$ 66,354.17	\$ 66,354.17	\$0.00	\$1,147.60
Petty Cash		\$250.00	\$0.00	\$ 0.00	\$ 0.00	\$250.00
Total		\$1,307,583.65	\$ 915,122.45	\$ 634,366.62	\$ 0.00	\$ 1,588,339.48

12. 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 of N.J.A.C. 6A:23A-16.10 (c) 3 and 4 for the month of September 30, 2023 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
Annamaria Lalevee				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa	X			
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

Public Comment- Mr. Melitsky, Principal, pointed out that today was Fire Safety Day for our school and thanked Ms. Donaldson, who spearheaded the event with the staff. Lunch was provided for the Tri-County Fire Department for all her efforts. We focus on school safety and fire safety here and in the home is also important. Students explored the

trucks. At the end of the day, we conducted a fire drill with the Tri-County Fire Department observing and providing feedback. What they saw and how different areas of school could be impacted thus making our drills a more fluid process. They were very complimentary towards our fire drills. the

Mrs. Mastrolacasa made a motion to close the public comment number two.

New Business - None

Old Business - None

Mrs. Mastrolacasa went over the future meeting dates.

Future Board Meeting Dates:

Wednesday, October 18, 2023 - Special meeting 7:00 PM

Wednesday, November 15, 2023

Wednesday, December 20, 2023

Wednesday, January 3, 2024 - Reorganization

Second Executive Session - None

Approval to Adjourn

On a motion by Mr. Rodriguez and second by Ms. Mastrolacasa adjourned at 8:54 p.m. with full board consent.

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Annamaria Laveve				X
Alison Lorentson	X			
Diane Margolin	X			
Krysti Mastrolacasa	X			
Constance Quinn				X
Joseph Rodriguez	X			
Jonathan Rood	X			
Linda Watters				X
James J. Winand				X

Respectfully Submitted,

Mr. Paul DeAngelo
SBA/Board Secretary

Mrs. Linda Watters
Vice-President

