

MANSFIELD TOWNSHIP BOARD OF EDUCATION

Minutes

November 15, 2023

7:00 p.m. - Executive Session

7:30 p.m. - Regular Meeting

Call to Order - Constance Quinn, 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 Linda Watters and second by James Winand, the Board of Education adjourned to closed session at 7:03 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 7:33 p.m.

Statement of Adequate Notice

Mrs. Quinn 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 - Constance Quinn, President

Mrs. Quinn opened the BOE meeting.

President's Report

Mrs. Quinn discussed the status of the Superintendent Search. Mrs. Margolin asked if the Superintendent survey's are on our website which was confirmed. Mrs. Watters asked about outreach to the senior residents via WRJ radio station.

Interim Superintendent's Report

Dr. McCartney discussed several items to share tonight.

- American Education Week – Cornerstone of democracy
- Finance Audit - December 5, 2023 Requirement. Auditors Presenting at December 14, 2023 BOE Meeting.
- QSAC - BOE Meeting Date change from December 20, 2023 to the original date of December 14, 2023 for consideration for QSAC.
- Approval Policy Book (583) Policies made up of (425) Policies and (158) Regulations
- Good News - DEP Report received and waiting on attorney(s) to finalize release.
- RFP(s) - Competitive Pricing, no different than your home
- Mid-Year Budget /review with the County

Business Administrator's Report

Mr. DeAngelo thanked the BOE for the NJSBA Conference attended by the BOE President, Mrs. Quinn and VP, /Mrs. Watters on October 23, 2023 to October 26, 2023. This year's conference was well attended, in person, and the theme was "Superhero of Tomorrow", namely the students.

Communication - None

Public Comment- None

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

Action Items - Consent Agenda

Approval of Board Minutes and Reports

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

1. Motion by Ms. Lorentson and second by Mr. Rodriguez and carried by the Board of Education Motion to approve the open and closed session minutes of the October 12, 2023 regular meeting. Mrs. Quinn abstained from Item 1.
2. Motion to approve the HIB Report Cases from October 2023, finalized action from executive session.

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

Education and Policy - Diane Margolin

Motions by Mrs. Margolin, seconded by Mr. Rodriguez to approve and carried by the Board of Education with a 7-0-0 roll call vote to adopt motions 1 through 3, as amended and described below.

1. Motion to approve the 2023-2024 School Board Manual of Policies and Regulations.
2. Motion to introduce and conduct a 1st Reading of Policy Alert 231, as listed.
 - 1642.01 Sick Leave - Policy & Regulation (NEW)
 - 2270 Religion in Schools - Policy
 - 2419 School Threat Assessment Teams - Policy & Regulation (M) (NEW)
 - 3161 Examination for Cause – Policy
 - 3212 Attendance - Policy & Regulation

- 3324 Right of Privacy - Policy
- 3432 Sick Leave – Policy & Regulation (ABOLISHED)
- 4161 Examination for Cause - Policy
- 4212 Attendance – Policy & Regulation
- 4324 Right of Privacy - Policy
- 4432 Sick Leave – Policy & Regulation (ABOLISHED)
- 5111 Eligibility of Resident/Nonresident Students – Policy & Regulation (M)
- 5116 Education of Homeless Children and Youths – Policy & Regulation
- 8500 Food Services – Policy (M)
- 8540 School Nutrition Programs - Policy (M) (ABOLISHED)
- 8550 Meal Charges/Outstanding Food Service Bill - Policy (M) (ABOLISHED)

3. Motion to approve the WCSSSD SOA for speech services for Mansfield Township School District at \$85.00 per day for a maximum of two days per week.

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			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 7-0-0 roll call vote to adopt motions 1 through 8, as amended and described below.

1. Motion to approve Anita Merton as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.
2. Motion to approve Curtis Mackowiak as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.
3. Motion to approve Marta Famularo as a substitute teacher (Criminal History check completed, pending Chapter 5), as recommended by the Superintendent.

4. Motion to approve the resignation, with regret, of Stacey Hawkins, paraprofessional, effective November 3, 2023, as recommended by the Superintendent.
5. Motion to approve the resignation, with regret, of Jamie Miller, Supervisor Food Service, effective November 17, 2023, as recommended by the Superintendent.
6. Motion to approve the \$2,000.00 MEA contractual educational movement for Heather Gilmartin, as recommended by the Superintendent.
7. Motion to approve the 2023/2024 workshop and travel expenses, as recommended by the Superintendent.
8. 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			X
Linda Watters	X			
James J. Winand	X			

Township Committee Update - Mrs. Watter provided an update on the Mansfield Dump, who has modified the recycling permit with DEP. Mrs. Mastrolacas mentioned we should appeal to the DEP.

Facilities/Finance -James Winand

Motion by Mr. Winand and second by Mrs. Quinn to approve and carried by the Board of Education with a 7-0-0 roll call vote to adopt motions 1. through 11, as amended and described below.

1. Motion to ratify Payment Application # 2 - Venus Tile and Marble in the amount of \$95,295.50. Total toilet room project \$143,700.00. Balance held to complete the project is \$21,529.05 or \$15,099.00 plus (5%) retainage of \$6,430.05 equals \$21,529.05.
2. Motion to approve the release of the following Request for Proposals (RFPs) and costs associated to advertise the RFPs. The RFPs will be released on November 16, 2023 and RFPs opening dates are December 13, 2023:

- BOE Auditor
- BOE Architect of Record
- BOE Insurance Broker - Healthcare, Prescription, Dental, Vision
- BOE Insurance Broker - Property/General Liability Crime, Umbrella Liability
School BOE EE&O, Boiler/Machinery/Bonds and Automotive.

3. Motion to approve Quote # MTES430 from The JDM Group in the amount of \$10,835.64 for hardware camera server and security beyond their useful life. Items to be paid from the Maintenance Reserve Account.
4. Motion to approve Quote#27043 and State Contract# ESCNJ 20/21-59 from Nickerson in the amount of \$17,347.00 for gymnasium maintenance. Drive roller replacement and installation of (8) new drive rollers at each tractor of the bleachers. Items to be paid from the Maintenance Reserve Account.
5. Motion to approve three Quotes from APM, LLC for tree pruning for a total amount of \$8,849.88 and to rescind the 2022/2023 BOE motion to remove the (5) oak trees. Items to be paid from the Maintenance Reserve Account.
 - Quote # 1 - (4) oak trees along the front entrance of the school \$4,265.00
 - Quote # 2 - (7) oak trees in turf islands \$3,731.88
 - Quote # 3 - (1) oak tree behind the building next to playground in \$853.00
6. Motion to approve the Quote# 1227 from Cedar Ridge in the amount of \$3,670.00 for excavating and removing existing septic tank riser and dispose and install new tank riser to grade with metal locking cover. Items to be paid from the Maintenance Reserve Account.
7. Motion to approve the acceptance of the 2023/2024 Capital and Emergent Needs Grant in the amount of \$12,352.00 and applied to the emergent repair work performed by Iron Mountain on September 16, 2023 in the PCR/teacher conference room.
8. Motion to approve the 2024-2025 Budget Calendar.
9. Motion to approve the Monthly Payroll:
 - October 13, 2023 Payroll in the amount of \$384,656.58
 - October 30, 2023 Payroll in the amount of \$375,271.25
 - November 15, 2023 Payroll in the amount of \$374,970.59
10. Motion to approve the October 13, 2023 to October 31, 2023 Bill Lists in the amount of \$1,213,883.79. November 1, 2023 to November 15, 2023 in the amount of \$465,963.54. Cafeteria check October 13, 2023 to October 31, 2023 in the amount of \$5,286.26 and November 1, 2023 to November 15, 2023 in the amount of \$31,861.75.

11. 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:23-2.11(b) for the month of October 31, 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			X
Linda Watters	X			
James J. Winand	X			

Public Comment-

Mrs. Desiree Dillon inquired about the following items:

- Superintendent Search Applications
- Update on Flags
- New Regulation and Policy Book. Recommendation the BOE read the policies.
- Refreshing - Superintendent - looks the part and acts the part.
- Thank you for your information. It makes us think we matter.
- Policy 5756

Dr. McCartney address the above questions:

- Superintendent Search Applications - Application Process is ongoing.
- Update on Flags - Waiting on Attorney General for all States. We would not want to do anything until a decision is made by the AG.
- New Regulation and Policy Book. Recommendation to read the policies - Strauss Esmay does policies for 90% of the districts in New Jersey and the person handling the policy is a lawyer who incorporates updates in laws and legislation.
- TPolicy 5756 - Dr. McCartney discussed the policy and the need to follow the law. Mrs. Lorentson asked about Warren Hills modified adoption of the policy

Mr. Melitsky, Principal, mentioned the parent teacher conferences on Monday, Tuesday, and Wednesday last week. Mr. Melitsky was impressed with the breadth of the staff conference information.

Mrs. Quinn closed public comment.

New Business - None

Old Business - None

Future Board Meeting Dates:

~~Wednesday, December 20, 2023~~ Meeting moved to Thursday, December 14, 2023

Wednesday, January 3, 2024 - Reorganization

Mrs. Quinn went over the future meeting dates. The December 20, 2023 Meeting will be moved to December 14, 2023 for QSAC purposes. The Board of Education will double check quorum.

Second Executive Session - On a motion by Mrs. Watters and second by Mrs. Mastrolacasa made a motion to go into executive session second by at 8:12 p.m. for legal. No action to be taken, an hour estimate. The BOE adjourned from executive session at 10:03 p.m.

Approval to Adjourn

On a motion by Mr. Rodriguez and second by Ms. Mastrolacasa adjourned at 10:03 p.m. with full board consent.

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			X
Linda Watters	X			
James J. Winand	X			

Respectfully Submitted,

Mr. Paul DeAngelo
SBA/Board Secretary



Mrs. Linda Watters
Vice-President