

**MANSFIELD TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**May 16, 2024**

7:00- Executive Session  
7:30 - Regular Meeting

**Mansfield Township Board of Education**

|                               |                  |                    |
|-------------------------------|------------------|--------------------|
| Constance Quinn, President    | Jonathan Lemp    | Jonathan Rood      |
| Linda Watters, Vice President | Alison Lorentson | Jennifer Rosenblum |
| Judy Irwin                    | Diane Margolin   | 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 several staff members in attendance.

**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 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 Ms. Watters, Board of Education adjourned from Executive Session at 7:35 p.m.

**Call to Order** - Ms. Quinn opened the BOE meeting after the slight agenda delay.

**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 following two items:

1. Board of Education Self-Reflection
2. June 6, 2024 Promotion

**Interim Superintendent Report**

Dr. McCartney discussed the following three items:

1. Computers
2. Security
3. New CSA Visit and Transition Update. Impressed.

**Business Administrator Report**

Mr. DeAngelo discussed the following items:

1. Thank you for Support of the 2024-2025 Budget.

2. Thank you to Dr. McCartney for his tutelage and guidance in the preparation and presentation of the 2024-2025 budget.
3. Cafeteria Administrative Review Last Month - Thank you to Maschio's, Administration, and Staff for preparation.
4. Final Food Advisory Meeting - May 23, 2024.
5. Thank you to the BOE for all their hard voluntary work:
  - o Negotiations for MMA Contract
  - o Hiring of Interim Superintendent
  - o Hiring of New CSA
  - o Development of Board Goals
  - o RFP - Legal, Architect, Auditor, Insurance Broker for Healthcare, Insurance Broker for Property and Casualty.
  - o Current Negotiations

**Communication and Petitions** - None

**Public Comment** - None

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

**Action Items** - Consent Agenda

**Chair - Ms. Watters, Vice-President**

**Approval of Board Minutes and Reports**

On a Motion by Ms. Watters and seconded by Ms. Lorentson, Items 1 through 2 were approved by the Board of Education with a 6-0-0 roll call vote:

1. Motion to approve the open and closed session minutes of the April 18, 2024 regular meeting.
2. Motion to receive/approve the HIB Report Cases, if any. There were no HIB to report.

| 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 |
|-----------------|--|--|--|---|

## **Approval Agenda**

**Chair: Diane Margolin**

### **Education/Policy Committee - Recommended Action(s)**

On a Motion by Ms. Margolin and seconded by Ms. Quinn, Item 1 was approved by the Board of Education with an 6-0-0 roll call vote. Ms. Margolin mentioned this was the 2nd Reading:

1. Motion to approve the 2nd Reading of Strauss Esmay Policy Alert 232, as listed:

1140 Educational Equity Policies/Affirmative Action - Policy (M)  
 1523 Comprehensive Equity Plan - Policy (M)  
 1530 Equal Employment Opportunities - Policy (M)  
 1530 Equal Employment Opportunity Complaint Procedure - Regulation (M)  
 1550 Equal Employment/Anti-Discrimination Practices - Policy (M)  
 2200 Curriculum Content – Regulation (M)  
 2260 Equity in School and Classroom Practices - Policy & Regulation (M)  
 2411 Guidance Counseling – Policy (M)  
 2423 Bilingual Education – Policy & Regulation (M)  
 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries  
 Policy & Regulation (M)  
 3211 Code of Ethics - Policy  
 5750 Equitable Educational Opportunity - Policy (M)  
 5842 Equal Access of Student Organizations - Policy  
 7610 Vandalism – Policy & Regulation  
 9323 Notification of Juvenile Offender Case Disposition - Policy

## **Approval Agenda**

**Chair: Alison Lorentson**

### **Personnel Committee - Recommended Action(s)**

On a Motion by Ms. Lorentson and seconded by Ms. Quinn, Items 1 through Item 4 - Personnel were approved by the Mansfield Township Board of Education with an 6-0-0 roll call vote.

1. Motion to Motion to approve the resignation, with regret, Andrew Coppola, School Treasurer, as recommended by the Superintendent effective June 30, 2024.
2. Motion to approve the 2024-2025 Summer Custodian Helpers. Summer custodians receive the minimum wage rate of \$15.13 per hour, as recommended by the Superintendent.
  - Gabby Pinto
  - Ella Pinto
  - Patrick O'Brien
  - Hayden Slate
  - TBD

3. Motion to approve the use of Complete Maintenance Solutions, (CMS), LLC., during the 2024-2025 Summer for cleaning, as required and recommended by the Superintendent. Total monthly hours (2x per week) 71.6 hours or \$2,852.54 per month.
4. Motion to approve the professional workshops and travel, as recommended by the Superintendent and as listed: None

| 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      |

#### **Township Liaison Agenda**

**Township Chair: Linda Watters and Jonathan Rood**

**Township Committee - Recommended Action(s):**

1. None

#### **Approval Agenda**

**Co-Chair: Judy Irwin**

**Facilities/Finance Committee - Recommended Action(s)**

On a Motion by Ms. Irwin and seconded by Ms. Watters Motions 1 through 12, were approved with one motion by a separate 6-0-0 roll call vote. Mr. DeAngelo thanked Mr. Coppola, Treasurer for his years of service. Mr. Coppola began in 2004.

1. Motion to approve quote # 2000172213023.1, from Dell Computers, OMNIA-National Cooperative Purchasing Alliance (NCPA) from Dell Computers for Student laptops in the amount of \$60,111.00. (150) Dell Latitude 3140 @ \$400.74 for a total of \$60,111.00.
2. Motion to approve the 2024-2025 Contract Renewal from Maschio's Food Service Company with the following requirements:
  - o No Guarantee

|            |                                  |                       |
|------------|----------------------------------|-----------------------|
| ○ RENEWAL: | Total Cost Income                | \$322,799.85          |
|            | Total Expenses                   | <u>\$290,306.03</u>   |
|            | Profit                           | \$ 32,493.82          |
|            | Total Equipment Invest (5 Years) | <u>(\$ 32,493.82)</u> |
|            | Total Guarantee                  | <u>\$ 0.00</u>        |

3. Motion to ratify the closure of the 2015 Referendum Fulton Bank account in the amount of \$5,100.50. Account may be closed and deposited into the Capital Projects account recommended by County Executive County School Business Official – Warren County, Neil Cramer during 2023-2024 QSAC review. The \$5,100.50 was the balance of the referendum account and projects from 2015.

4. Motion to approve the quote from Acclaim Inventory, LLC for Fixed Assets for the 2024-2025 audit in the amount of \$2,000.00.

5. Motion to approve an estimate from Iron Mountain for recurring shredding services for 2024-2025 in the amount of \$166.00 per month.

6. Motion to approve the Monthly Payroll:

April 30, 2024 - \$358,133.38

May 15, 2024 - \$352,960.45

7. Motion to approve the Bill List:

General Fund - April 19, 2024 to April 30, 2024 - \$426,188.58

May 1, 2024 to May 16, 2024 - \$565,490.75

Cafeteria Fund - April 19, 2024 to April 30, 2024 - \$ 32,491.47

May 1, 2024 to May 16, 2024 - \$ 3,087.20

8. Motion to approve the April 2024 Budget Transfer Report, as listed:

Fund 10 - \$211,089.37

Fund 20 - \$ 27,541.54

Fund 60 - \$ 622.10

9. Motion to approve the reclassifications for the month of April 2024 in the amount of \$2,651.69 to keep all accounts positively stated. Nickerson NY LLC P202400425 in the amount of \$12,352.00 was reclassified to Emergent Grant (20-492-200-600) and Fund 20 Payroll was reduced by \$9,700.30. No salaries to Grants. Net Fund 10 to Fund 20 impact \$2,651.70.

10. Motion to approve the 2023-2024 Safety Grant for security in the amount of \$2,000.00. The safety grant is a part of the NJSIG insurance consortium and was used to offset the costs of security installed during Spring Break. (2) Wisenet 5 Megapixel HD Network

Cameras, (3) Hanwha Techwin 15 Megapixel Outdoor Camera, (1) Wisenet 6 Megapixel Outdoor Network Camera, (1) Wisenet 5 Megapixel for a total of \$16,386.55 and (3) GSM4230PX Switches, (1) GSM4212PX, (6) AXM-763 10 GB SFP Transceiver for \$16,861.35, and (3) IP Video intercom stations \$3,011.60. Total grant costs \$36,259.60 less (\$2,000.00) Safety Grant for a net total of \$34,259.60.

11. Motion to approve the April 2024 Treasurer's and Board Secretary Report in the amount of \$1,253,428.67.
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 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 April 30, 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 April 30, 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:            |         |  |  |        |
|--------------------|---------|--|--|--------|
| 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      |

### **Public Comment**

Ms. Kate Mattison, MEA - Police Day - Thank you to Ms. Donaldson, MEA, NJEA. Ms. Watters confirmed the importance of Police Day helping students to not be afraid of the police.

Ms. Kristin Baker, G&T - Testing and Data

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

- Variety Show-Tomorrow Night 7:00 p.m.
- NJSLA Testing almost complete. New student requiring testing.
- Tour with Diana Mai, New CSA today with the staff.

New Business - None

Old Business - None

**Future Board Meeting Dates:**

Thursday, June 20, 2024 - Regular Meeting

Thursday, July 18, 2024 - Regular Meeting

Thursday, August 15, 2024 - Regular Meeting

Second Executive Session - None

Recommended Action - Adjournment - On a motion by Ms. Margolin and seconded by Ms.

Irwin the Board of Education adjourned from the Regular Meeting with an 6-0-0 roll call vote at 8:09 p.m.

Respectfully Submitted,

Mr. Paul DeAngelo  
SBA/Board Secretary



Mrs. Linda Watters  
Vice-President