

Mansfield Township Board of Education



August 15, 2024

7:00 p.m. Executive Session

7:30 p.m. Regular Meeting

Call to Order - Constance Quinn, President

Roll Call – Kelly Morris, Board Secretary

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

Executive Session - 7:00 p.m. for Personnel Purposes

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.

Approval to go into Executive Session

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Constance Quinn President					Linda Watters Vice President				

Judy Irwin					Jonathan Rood				
Jonathan Lemp					Jennifer Rosenblum				
Alison Lorentson					James J. Winand				
Diane Margolin									

Reconvene: _____

President’s Announcement

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 - Constance Quinn

President’s Report - Constance Quinn

Superintendent’s Report - Diana Mai

- District Goals for 2024-2025

Administrators’ Reports

Business Administrator - Kelly Morris

- Reminder to Board members to please complete annual mandated training through New Jersey School Boards.

Principal - John Melitsky

- Back to School Update

Director of Curriculum & Instruction - Noreen Matias

- WIDA Presentation

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

Public Comment

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)

Board Member: Linda Watters

Approval of Minutes and Reports

1. Motion to approve the open and closed session **minutes** of the July 18, 2024 Regular meeting.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Constance Quinn President					Linda Watters Vice President				
Judy Irwin					Jonathan Rood				
Jonathan Lemp					Jennifer Rosenblum				
Alison Lorentson					James J. Winand				
Diane Margolin									

Approval Agenda

Chair: Diane Margolin

Education/Policy Committee - Recommended Action(s):

1. Motion to approve Registered Bright and Beautiful **Therapy Dog**, Dusty Mai (Member ID#164587), and his handler, Diana Mai, to attend the District schools in accordance with Board policy, as recommended by the Superintendent.
2. Motion to approve **District Goals for the 2024-2025** school year, as presented, as recommended by the Superintendent.
3. Motion to approve **District Professional Development Plan (PDP) for the 2024-2025** school year, as presented, as recommended by the Superintendent.
4. Motion to approve **District Calendar for the 2024-2025** school year, as presented, as recommended by the Superintendent.
5. Motion to approve the **English Language Arts (ELA) Curriculum** for the 2024-2025 school year to ensure compliance with State Standards, as presented, as recommended by the Superintendent.
6. Motion to approve the **Math Curriculum** for the 2024-2025 school year to ensure compliance with State Standards, as presented, as recommended by the Superintendent.

7. Motion to approve the **Marzano Evaluation Model** for Certificated Instructional Staff observations and the **Marzano School Leadership Evaluation Model** for Administrator observations for the 2024-2025 school year, as recommended by the Superintendent.
8. Motion to approve the **Second Reading** of Policy Alert 233:

- 0141 - Board Member Number and Term - Policy
- 0141.1 - Board Member Number and Term – Sending District - Policy
- 0141.2 - Board Member Number and Term – Receiving District - Policy
- 0164.6 - Remote Public Board Meetings During a Declared Emergency - Policy (M) **(ABOLISHED)**
- 2200 - Curriculum Content - Policy (M)
- 3160 - Physical Examination - Policy & Regulation (M)
- 4160 - Physical Examination - Policy & Regulation (M)
- 5200 - Attendance - Regulation (M)
- 5337 - Service Animals - Policy (M)
- 5350 - Student Suicide Prevention Policy (M)
- 7231 - Gifts From Vendors - Policy (M) **(ABOLISHED)**
- 8420 - Emergency and Crisis Situations Policy (M)
- 8467 - Firearms and Weapons Policy & Regulation (M)
- 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants - Policy

MOTION:					SECOND:				
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Constance Quinn President					Linda Watters Vice President				
Judy Irwin					Jonathan Rood				
Jonathan Lemp					Jennifer Rosenblum				
Alison Lorentson					James J. Winand				
Diane Margolin									

Approval Agenda

Chair: Alison Lorentson

Personnel Committee - Recommended Action(s)

1. Motion to approve the **Reduction in Force** per the following resolution:

WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish or reduce any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;” and

WHEREAS, for reasons of economy and efficiency, the following existing full-time employee (1.0 FTE) position is recommended for reduction to a part-time employee (.5 FTE) position: Teacher of Health and Physical Education; and

WHEREAS, based on information provided by the Superintendent, the Mansfield Township Board of Education finds it advisable to reduce the aforementioned position in the District effective immediately, through a reduction in force;

THEREFORE BE IT RESOLVED that, upon recommendation of the Superintendent, the following position is hereby reduced to part-time (.5 FTE), effective immediately, as a result of a reduction in force: Teacher of Health and Physical Education, and

BE IT FURTHER RESOLVED that the Superintendent was authorized to provide the necessary notification of reduction, with regret, to Eric Herner, on August 7, 2024 for reasons of economy, and not for performance, as per the contractual terms and conditions in place.

2. Motion to approve the **reassignment of the below instructional staff** for the 2024-2025 school year, as recommended by the Superintendent.

Employee	2024-25 Assignment
Bennett, Kaylee	Special Ed Teacher - Resource
Endrizzi, Kristen	Teacher - Grade 2
Florentine, Robin	Teacher - Movement & RTI
Linus, Lauren	Teacher - G4
Maida, Herminia	Special Ed Teacher - MD
Mattison, Kathleen	Teacher - G4
Salvo, Debra	Teacher - PSD
Wilson, Gregory	Teacher - G6 Math

3. Motion to approve the below **Job Descriptions for Confidential Staff**, effective immediately, as recommended by the Superintendent.

- Confidential School Secretary - 12 months
- Confidential Assistant to the Superintendent and CST - 12 months
- Confidential Assistant to the Business Administrator - 12 months
- Personnel and Technology Coordinator - 12 months
- Receptionist - 10 months

4. Motion to approve the **assignment of the below non-instructional staff** for the 2024-2025 school year, as recommended by the Superintendent.

Employee	2024-25 Assignment
Cosme, Mercedes	Confidential School Secretary
Heymann, Denise	Confidential Assistant to the Business Administrator
Ortiz, Samantha	Receptionist
Sliker, Megan	Confidential Assistant to the Superintendent and CST

Teets, Jennifer	Personnel and Technology Coordinator
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5. Motion to approve the appointment of **Daniel Andrews** to the position of Custodian with an annual salary of \$38,000 (prorated based on start date), effective on or about September 5, 2024, as recommended by the Superintendent.
6. Motion to **rescind**, with regret, the July 18, 2024 staff appointments of the below newly hired instructional staff for reason of financial necessity, as recommended by the Superintendent.
 - Cathleen Koski, Special Education Teacher
 - Rachel Rothrock, Pre-K Teacher
 - Kaitlyn Marsh, Elementary Teacher
7. Motion to approve the appointment of **Rachel Rothrock** to the position of Leave Replacement Special Education Teacher with an annual salary of \$63,525 MA/1 (prorated for days worked), effective August 21, 2024 through on or about December 2, 2024, as recommended by the Superintendent.
8. Motion to approve the **Collective Bargaining Agreement (CBA)** between the Mansfield Township BOE and the Mansfield Education Association, effective July 1, 2024 to June 30, 2029, as recommended by the Superintendent.
9. Motion to approve a paid **leave of absence for Employee #48708556** under Federal FMLA beginning on or about October 2, 2024 for two calendar weeks, and then intermittently (2-3 days per week) for six calendar weeks thereafter, pending physician certification, as recommended by the Superintendent.
10. Motion to approve an unpaid **leave of absence for Employee #17066036** under Federal FMLA beginning on August 21, 2024 with a return to work date of September 11, 2024, as recommended by the Superintendent.
11. Motion to approve **Abby Melvin** to serve as a Substitute Teacher in the District, effective August 26, 2024, as recommended by the Superintendent.
12. Motion to approve the **Mentoring Plan** for the 2024-2025 school year, as presented, as recommended by the Superintendent.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
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Alison Lorentson					James J. Winand				
Diane Margolin									

Township Liaison Agenda

Township Chair: Linda Watters and Jennifer Rosenblum

Township Committee - Recommended Action(s):

1. No requested action/update as needed.

Approval Agenda

Chair: James Winand

Facilities/Finance Committee - Recommended Action(s)

1. Motion to approve the **payment of bills** for the period of July 19, 2024 through August 18, 2024, as presented, in the amount of \$506,072.62.
2. Motion to approve **line item transfers** for the month of July 2024 in the amount of \$693,765.72, as presented.
3. Motion to approve a **Shared Services Agreement** between the Boards of Education of Mansfield Township (host) and Franklin Township (joiner) for the provision of Social Worker Services for the 2024-2025 school year, with anticipated revenue of \$46,252.80, as recommended by the Superintendent.
4. Motion to approve an agreement between Mansfield Township Board Board of Education and PKF OC Advisory, LLD for the services of a Forensic Audit, with an estimated cost to the district of \$33,188, as recommended by the Superintendent.

MOTION:					SECOND:				
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Constance Quinn President					Linda Watters Vice President				
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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 Board Meeting Dates:

Thursday, September 19, 2024 - Regular Meeting

Thursday, October 17, 2024 - Regular Meeting

Second Executive Session (If Necessary)

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Constance Quinn President					Linda Watters Vice President				
Judy Irwin					Jonathan Rood				
Jonathan Lemp					Jennifer Rosenblum				
Alison Lorentson					James J. Winand				
Diane Margolin									

Reconvene: _____

Board Member: Mr. Jonathan Rood

Recommended Action - Motion to adjourn the meeting.

Adjournment _____ p.m.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Constance Quinn President					Linda Watters Vice President				
Judy Irwin					Jonathan Rood				
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