

MANSFIELD TOWNSHIP BOARD OF EDUCATION

MINUTES July 18, 2024

7:00- Executive Session

7:30 - Regular Meeting

Mansfield Township Board of Education

Judy Irwin	Diane Margolin	Jennifer Rosenblum
Jonathan Lemp	Constance Quinn	Linda Watters
Alison Lorentson	Jonathan Rood	James J. Winand

Call to Order - Mrs. Quinn called the meeting to order at 7:02 p.m.

Roll Call - Ms. Mai, Superintendent, conducted Roll Call. The following members of the Board of Education were present:

Mansfield Township Board of Education

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

Ms. Diana Mai, Superintendent,

Ms. Kelly Morris, Acting Business Administrator/Board Secretary,

Ms. Noreen Matias, Director of Curriculum and Instruction.

There were community and 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 7:03 p.m. to discuss personnel and legal matters. Voice Vote. All Yes.

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 Mrs. Quinn, seconded by Ms. Watters, the Board of Education adjourned from Executive Session at 7:37 p.m. Voice Vote - All Yes

Call to Order - Mrs. Quinn opened the BOE meeting.

President's Announcement - Mrs. 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 - Mrs. Quinn conducted the Pledge of Allegiance

Public Comment - *None*

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

Personnel

1. Upon the Superintendent's recommendation, the Board of Education appoints Kelly Morris as Consultant to the Business Office / Acting School Business Administrator / Board Secretary, effective July 18, 2024 through on or about October 31, 2024 at an hourly rate of \$65.00 not to exceed 40 hours per week.

On a Motion by Ms. Lorentson and seconded by Mr. Rood, the above Personnel item (1) was approved by the Mansfield Township Board of Education with a 7-0-0 Roll Call vote as detailed below:

Name	Motion	2nd	Ayes	Nays	Abstain	Absent
Judy Irwin			X			
Jonathan Lemp						X
Alison Lorentson	X		X			
Diane Margolin			X			
Constance Quinn			X			
Jonathan Rood		X	X			
Jennifer Rosenblum			X			
Linda Watters			X			
James J. Winand						X

Superintendent's Report - Ms. Diana Mai

- Ms. Mai shared results of the HIB Self-Assessment for the 2023-2024 school year. Scores were very high with an overall score of 77 out of a possible 78 points. All issues were handled well by the District.
- Ms. Mai shared that the Student Safety Data System (SSDS) Bi-Annual Report has been submitted to the State, which included a correction to the original submission for August to December 2023. There were four investigated issues for the 2023-2024 school year.
- Ms. Mai presented the District Improvement Plan (DIP) for Instruction and Program that is required in response to QSAC outcomes. Findings included low achievement scores in the areas of ELA, Math, and Science. The DIP includes action items in pursuit of high standards, and it has been approved by the County Superintendent of Schools.

Business Administrator's Report - *None at this time.*

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

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 June 20, 2024 Regular meeting.

2. Motion to authorize the Superintendent to extend offers of employment during summer break as necessary to maintain operations of the District, with all appointments to be presented to the Board for final approval at the August 2024 Regular Business Meeting of the Board.
3. Motion to receive/approve the HIB Report Cases, if any.

On a Motion by Ms. Watters and seconded by Ms. Lorentson, the Consent Agenda was approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Approval Agenda

Chair: Diane Margolin

Education/Policy Committee - Recommended Action(s):

1. Motion to approve the First 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
2. Motion to approve the submission of the 2024 - 2025 Safe Return Plan for the ESSER 2024 - 2025 grants, as recommended by the Superintendent. Grant guidelines require submission every six months.
3. Motion to approve 2024-2027 Language Instruction Education Program (LIEP) Three Year Plan.
4. Motion to approve the SSDS: Bi-Annual Report of Incidents of Violence, Vandalism, Harassment, Intimidation or Bullying, Weapons, Substance Abuse.
5. Motion to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act 2023-2024.
6. Motion to approve the QSAC District Improvement Plan for Curriculum & Instruction.
7. Motion to approve the Virtual/Remote Instruction Plan for 2024-2025.

8. Motion to approve the Statement of Assurance for the Comprehensive Equity Plan to be extended to 2024-2025.
9. Motion to approve attendance at LinkIt Data Forward Summer Institute for Noreen Matias on July 24th and 25th, 2024. There is no fee for this workshop attendance.

On a Motion by Ms. Margolin and seconded by Ms. Watters, the above Education/Policy items were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Approval Agenda

Chair: Alison Lorentson

Personnel Committee - Recommended Action(s)

2. Motion to approve placement of Employee ID#64540453 on Administrative Leave, with pay, as recommended by the Superintendent, effective July 10, 2024.
3. Motion to approve the hiring of Cathleen Koski, Special Education Teacher, as recommended by the Superintendent, at an annual salary of \$67,785 effective August 21, 2024.
4. Motion to approve the hiring of Rachel Rothrock, Pre-K Teacher, as recommended by the Superintendent, at an annual salary of \$63,525 effective August 21, 2024.
5. Motion to approve the hiring of Kaitlyn Marsh, Elementary Teacher, as recommended by the Superintendent, at an annual salary of \$59,525 effective August 21, 2024.
6. Motion to approve the hiring of Maureen Burns, Paraprofessional, as recommended by the Superintendent, at an annual salary of \$21,245 effective August 21, 2024.
7. Motion to approve the hiring of Melissa Clark, Paraprofessional, as recommended by the Superintendent, at an annual salary of \$20,465 effective August 21, 2024.
8. Motion to approve the hiring of Victoria Dobbins, Paraprofessional, as recommended by the Superintendent, at an annual salary of \$19,635 effective August 21, 2024.
9. Motion to approve the substitute teacher list for 2024 - 2025 School Year, as recommended by the Superintendent.

On a Motion by Ms. Lorentson and seconded by Ms. Quinn, the above Personnel items (2-9) were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

10. Motion to approve the MEA - BOE Collective Bargaining Agreement (CBA). CBA will be effective from 2024 - 2025 to 2028 - 2029, as recommended by the Superintendent

On a Motion by Ms. Lorentson and seconded by Ms. Rosenblum, the above Personnel item (10) was NOT approved by the Mansfield Township Board of Education with a 0-6-1 roll call vote as detailed below:

Name	Motion	2nd	Ayes	Nays	Abstain	Absent
Judy Irwin				X		
Jonathan Lemp						X
Alison Lorentson	X			X		

Diane Margolin				X		
Constance Quinn					X	
Jonathan Rood				X		
Jennifer Rosenblum		X		X		
Linda Watters				X		
James J. Winand						X

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 AME, Inc. Service contract for maintenance in the amount of \$8,602.00 for all Education Services Commission of New Jersey Contract Building Management Systems. Additional Service Work will be billed out at an hourly rate of \$140 Technician and \$140 Programmer. Same cost as 2023 - 2024.
2. Motion to approve the Airhandlers Mechanical Services, Inc. boiler contract for maintenance in the amount of \$2,860.00. Service Work will be billed out at an hourly rate of \$110. Same cost as 2023-2024.
3. Motion to approve the Monthly Payroll:
July 15, 2024 - \$137,699.34
4. Motion to approve the Bill List:

General Fund - June 21, 2024 to June 30, 2024	\$ 7,054.11
July 1, 2024 to July 18, 2024	\$ 303,059.76
Cafeteria Fund - June 21, 2024 to June 30, 2024	\$ 0.00
July 1, 2024 to July 18, 2024	\$ 33,603.16

On a Motion by Ms. Irwin and seconded by Mrs. Quinn, the above Facilities/Finance items were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Public Comment - None

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

New Business - Members of the Board may introduce any new item or topic of discussion for the Board to consider. *None presented.*

Old Business - Members of the Board may comment on any item or topic that was previously discussed by the Board. *None presented.*

Future Board Meeting Dates:

Thursday, August 15, 2024 - Regular Meeting

Thursday, September 19, 2024 - Regular Meeting

Second Executive Session - None

Recommended Action - Adjournment:

On a motion by Mr. Rood and seconded by Ms. Wattson, the Board of Education adjourned from the Regular Meeting with an 7-0-0 roll call vote at 8:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelly Morris".

Kelly Morris
Acting Board Secretary