

Mansfield Township Board of Education



September 19, 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.

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:

- Matters rendered confidential by Federal Law, State Law, or Court Rule*
- Pending Litigation*
- Personnel Matters*
- Matters of Attorney/Client Privilege*
- 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.

Approval to go into Executive Session

Motion by _____, seconded by _____ to move to Closed Session at _____ (time) for approximately _____ minutes. Action will / will not be taken upon return to open session. Voice Vote.

Reconvene to Open Session

Motion by _____, seconded by _____ to return to Open Session at _____ (time). Voice Vote.

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

- Forensic Audit Update

Superintendent’s Report - Diana Mai

- Communication Updates
- NJSLA Report

Administrators’ Reports

Business Administrator - Kelly Morris

- No Report

Principal - John Melitsky

- Safety & Security

Director of Curriculum & Instruction - Noreen Matias

- NJSLA Presentation
- NJSLA Testing Schedule for 2025

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

Public Comment - Agenda Items Only

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 August 15, 2024 Regular meeting.
2. Motion to approve the below staff requests for **Tuition Reimbursement**, as presented, as recommended by the Superintendent.

Employee	Course/College/Credits	Dates	Tuition Cost
Endrizzi, Kristen	GED 639 Diagnosis & Correction of Reading and Writing Difficulties I Centenary University - 3 credits	8/1/24 - 12/20/24	\$2,068.95
Endrizzi, Kristen	GED 640 Diagnosis & Correction of Reading and Writing Difficulties II Centenary University - 3 credits	1/1/25 - 5/1/25	\$2,068.95
O'Brien, Laurie	5057 Move, Grow, Play Augustana University - 3 credits	Fall 2024	475.00
O'Brien, Laurie	5287 Transforming Math for Young Children Augustana University - 3 credits	Fall 2024	475.00
O'Brien, Laurie	5232 Technology for Littles Augustana University - 3 credits	Fall 2024	475.00
Baker, Kristen	CDL513 Complexities of Twice Exceptionality Bridges Grad School of Cognitive Diversity in Ed. - 3 credits	7/28/24 - 9/28/24	\$1,748.25
Baker, Kristen	CDL511 Cognitive Diversity and Strength-Based, Talent-Focused Education Bridges Grad School of Cognitive Diversity in Ed. - 3 credits	1/5/25 - 3/8/25	\$1,748.25
Baker, Kristen	IEC511 Intro to Cognitive Diverse Minds Bridges Grad School of Cognitive Diversity in Ed. - 3 credits	3/23/25 - 5/24/25	\$1,748.25

3. Motion to approve the below staff requests for **Professional Development/Travel**, as recommended by the Superintendent.

Employee	Event	Date(s)	District Cost
Robin Florentine	Move, Connect, Ed: Unlocking the Full Potential of Every Student Through the Power of Play and Movement (Virtual)	September 2024	Fee: \$650 Mileage: 0 Sub: 0 Other: 0

4. Motion to receive/approve the **HIB Report Cases**, if any.
None to report.

Approval Agenda

Chair: Diane Margolin

Education/Policy Committee - Recommended Action(s):

1. Motion to approve the **Student/Family Handbook** for the 2024-2025 school year, as presented, as recommended by the Superintendent.
2. Motion to approve continuation of the below **Curricular Programs** as presented, as recommended by the Superintendent:

Books/Programs 24/25	Grades	Content Area
Schoolwide - ELA	Grades 2 - 5	ELA
Foundations Consumables	Grades K - 2	ELA
TCI social studies work books	Grades 5 and 6	S.S.
Read Naturally	Special Education/CST	
Edmark	Special Education/CST	
Project Read	Special Education/CST	
Wilson Reading Program	Special Education/CST	
Special Reads for Special Needs	Special Education/CST	
Framing Your Thoughts	Special Education/CST	
Numicon	Special Education/CST	
Touch Math	Special Education/CST	
Go Math	All Grades	Math
Starfall	Grades K - 3	ELA & Math
BrainPOP - ELL	All Grades - ELL	All Subjects
RAZZ Kids	All Grades - ELL	ELA for ELL
Mystery Science	K - 5	Science
Mystery Writing	Grades 3 - 5	ELA
MemBean - vocabulary	Grade 6	ELA

ST Math	Intervention - All Grades	Math
IXL	All Grades	Math & ELA
Collections by HMH	Grade 6 - ELA	ELA
National Geographic	Grade K - 5	Science
iScience	Grade 6	Science
Discovery Education	Grades K-6	Mostly used 4 - 6 use
Waterford	PreK - 1	Math & ELA

3. Motion to approve the **Final Reading and Adoption** 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:				
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: Alison Lorentson

Personnel Committee - Recommended Action(s)

1. Motion to approve a paid **leave of absence for Employee #47264429** under Federal FMLA beginning on or about January 6, 2025 to January 31, 2025, and an unpaid leave of absence to immediately follow, with a return to work date of June 2, 2025, as recommended by the Superintendent.

2. Motion to accept, with sincere gratitude for 20 years of service to the District, the resignation for the reason of retirement of **Debra Salvo**, Preschool Teacher, effective December 31, 2024, as recommended by the Superintendent.
3. Motion to approve the resignation of **Melissa Thomas**, Paraprofessional, effective August 21, 2024, as recommended by the Superintendent.
4. Motion to approve an amended salary for **Rachel Rothrock**, Special Education Teacher, to BA/Step 3, effective August 21, 2024, as recommended by the Superintendent.
5. Motion to approve the appointment of **Rachel Rothrock** to the position of Preschool Disabled Teacher, effective December 2, 2024, as recommended by the Superintendent.
6. Motion to accept **Krystal Ulm, Graduate Student Extern** from East Stroudsburg University, to complete her practicum experience with Matthew Magnuson, Speech Language Specialist as her mentor, requiring a minimum of 175 practice hours from September 23, 2024 to December 15, 2024, as recommended by the Superintendent.
7. Motion to appoint **Jaelynn Miller** to the position of Substitute Teacher, pending completion of onboarding paperwork, effective September 20, 2024, as recommended by the Superintendent.
8. Motion to approve the **Faculty/Staff Handbook** for the 2024-2025 school year, as presented, as recommended by the Superintendent.
9. Motion to approve the **Substitute Handbook** for the 2024-2025 school year, as presented, as recommended by the Superintendent.
10. Motion to approve all certified teaching staff to serve as **Tutors and/or Home Instructors**, as needed, during the 2024-2025 school year, to be paid at the professional student contact rate as per the negotiated agreement, as recommended by the Superintendent.

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									

Township Liaison Agenda

Township Chair: Linda Watters and Jennifer Rosenblum

Township Committee - Recommended Action(s):

1. No requested action/update.

Approval Agenda

Chair: James Winand

Facilities/Finance Committee - Recommended Action(s)

1. Motion to rescind previous approval and approve the amended **Student Transportation Jointure Agreement with Franklin Township School District** for the 2024-2025 school year as per the below chart, as recommended by the Superintendent.

Route	Cost
F	\$41,128.20
N	\$41,128.20
W	\$41,734.80
Total	\$123,991.20

2. Motion to approve the **payment of bills** for the period of August 16, 2024 through September 19, 2024, as presented, in the amount of \$996,733.65.
3. Motion to approve **line item transfers** for the month of August 2024 in the amount of \$720.10, as presented.

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									

Public Comment

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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, October 17, 2024 - Regular Meeting

Thursday, November 21, 2024 - Regular Meeting

Second Executive Session (If Necessary)

BE IT THEREFORE RESOLVED, that the Mansfield Township Board of Education adjourns to closed session to discuss:

- Matters rendered confidential by Federal Law, State Law, or Court Rule*
- Pending Litigation*
- Personnel Matters*
- Matters of Attorney/Client Privilege*
- Confidential Student Matters*

Approval to go into Executive Session

Motion by _____, seconded by _____ to move to Closed Session at _____ (time) for approximately _____ minutes. Action will / will not be taken upon return to open session. Voice Vote.

Reconvene to Open Session

Motion by _____, seconded by _____ to return to Open Session at _____ (time). Voice Vote.

Adjournment

Board Member: Mr. Jonathan Rood

Recommended Action - Motion to adjourn the meeting.

Motion by _____, seconded by _____ to Adjourn the meeting at _____ (time). Voice Vote.