

Mansfield Township Board of Education

November 15, 2023

7:00 p.m. - Executive Session

7:30 p.m. - Regular Meeting

Call to Order - Constance Quinn, President

Roll Call – Paul DeAngelo, Business Administrator/Board Secretary

Mansfield Township Board of Education:

Annamaria Lalevee	Krysti Mastrolacasa	Jonathan Rood
Alison Lorentson	Constance Quinn	Linda Watters
Diane Margolin	Joseph Rodriguez	James J. Winand

Executive Session - 7:00 p.m. (If Necessary)

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. *Matter 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
Annamaria Lalevee				

Alison Lorentson				
Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

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

President’s Report - Constance Quinn

Interim Superintendent’s Report - Dr. Gary McCartney

Business Administrator’s Report - Paul DeAngelo

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)

Approval of Minutes and Reports - Annamaria Lalavee

1. Motion to approve the open and closed session minutes of the October 12, 2023 regular meeting.
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				
Alison Lorentson				
Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

Approval Agenda

Chair: Diane Margolin

Education/Policy Committee - Recommended Action(s)

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 Laveve				
Alison Lorentson				
Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

Approval Agenda

Chair: Krysti Mastrolacasa

Personnel Committee - Recommended Action(s)

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				
Alison Lorentson				
Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

Township Liaison Agenda

Township Chair: Linda Watters and Jonathan Rood

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 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 September 30, 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				
Alison Lorentson				
Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

Public Comment

Public comments are invited on matters pertaining to the district 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.

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:

Wednesday, December 20, 2023

Wednesday, January 3, 2024 - Reorganization

Second Executive Session (If Necessary)

MOTION:		SECOND:		
Name	Ayes	Nays	Abstain	Absent
Annamaria Lalevee				
Alison Lorentson				

Diane Margolin				
Krysti Mastrolacasa				
Constance Quinn				
Joseph Rodriguez				
Jonathan Rood				
Linda Watters				
James J. Winand				

Reconvene: _____

Joseph Rodriguez

Recommended Action - Motion to adjourn the meeting.

Adjournment _____ p.m.

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