

Mansfield Township Board of Education



February 20, 2025

7:00 p.m.

Call to Order - Ms. Lorentson called the meeting to order at 7:00 p.m.

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

Name	Present	Absent
Sean Breheney	X	
Judy Irwin	X	
Jonathan Lemp	X	
Alison Lorentson	X	
Jonathan Rood	X	
Jennifer Rosenblum	X	
Richard Stewart	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, Principal

President's Announcement- *Ms. Lorentson 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 on the District website and in the Mansfield Township Municipal Building, and sent to the following newspapers: *The Express Times and Star Ledger*.

Pledge of Allegiance - *Ms. Lorentson conducted the Pledge of Allegiance.*

President's Report - Alison Lorentson - *nothing to report*

Superintendent's Report - Diana Mai

- *Ms. Mai shared that there was one founded HIB incident in January; disciplinary action and counselling resulted.*
 - *Ms. Rosenblum asked about the discipline imposed upon the student, and Ms. Mai immediately stopped her from discussing student matters in a public forum due to liability issues.*
- *Ms. Mai shared the SSDS Report for Reporting for August to December 2024. This report requires that incidents of HIB, violence, vandalism, restraints, and seclusion of students be reported twice annually to the State of NJ. During the reporting period, six (6) founded HIBs and one (1) instance of restraint/seclusion was reported. Ms. Mai explained the meaning of restraint and the CPI training provided to staff to do so properly to prevent students from harming themselves or others.*

Administrators' Reports

Business Administrator - Kelly Morris

- *Mrs. Morris informed the Board members that they, along with the district's administrators, are required to submit a financial disclosure to the state annually. The forms have been sent to each via email, and they are requested by March 1st. If assistance in completing the form is needed, Board members are asked to call Mrs. Morris.*

Principal - Noreen Matias

- ☐ *Ms. Matias shared the many events taking place in our schools. The Student Council hosted a dodgeball competition where 70 students participated, and they also held a successful food drive with proceeds going to Trinity Methodist Church of Hackettstown.*
- ☐ *On February 19, our 5th graders took a field trip to the Raritan Valley Planetarium, allowing them to delve deeper into science and astronomy.*
- ☐ *WHRHS Peer Leaders collaborated with third graders for a SEL lesson and craft activity, fostering a connection between the Elementary and high school.*
- ☐ *Thank you to the PTA for hosting the "Science Teller Assembly" for 5th graders on February 7, which captivated our students with engaging scientific demonstrations - such as how to make a jump rope out of a liquid. Also, thank you for the delicious heart shaped Philly Pretzel Factory pretzels for staff on Valentine's Day.*
- ☐ *The PTA also hosted their annual Tricky Tray event on February 15th where they successfully brought the community together in support of our school programs.*
- ☐ *Thank you to Ms. Bond from the Warren County Library for joining us to celebrate children's author, Mo Willem's birthday by reading a beloved pigeon book and leading a student craft.*
- ☐ *On February 18, Ms. Baker organized a G&T Consortium/Social Emotional Learning Parent Education Seminar where Dr. Matt Zakreski explained how brain chemistry influences thinking skills. He also shared ways to help our kids by using their natural dopamine cycles.*

- ☐ *Our 6th Grade All-Star Band, directed by our band teacher Jen Cagnasola, highlighted their talents during a performance at Warren Hills Regional High School.*

Ms. Rosenblum asked Ms. Matias if she had viewed the movie that she recommended at a previous meeting for inclusion in the curriculum. Ms. Matias shared that she had not yet had the opportunity to do so.

Communications and Petitions (If required) - None

Public Comment - Agenda Items Only - None

Public Comment on Agenda Items Only, in accordance with Board Policy 6130 which is available for review on our website, will be heard at this time. Each speaker must state their name, address, and group affiliation, if applicable. Comments are limited to 3 minutes per person.

The Board bears no responsibility for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

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 January 16, 2025 Regular meeting.
2. Motion to accept, with sincere gratitude, the donation of services for renovation of baseball/softball field #1 from the **Warren Hills Baseball Association** in the amount of \$8,650.00, as recommended by the Superintendent.
3. Motion to approve the below requests for use of school facilities as presented, as recommended by the Superintendent.

Requestor	Event/Location	Dates/Times	Fees Payable
Mansfield Softball % M. Santoiemma	Recreation Softball Practices MES Gymnasium	3/17 - 4/10 (as requested) 6pm - 9pm	none

4. Motion to receive/approve the **HIB Report Cases**, as presented, as recommended by the Superintendent.

On a Motion by Ms. Watters and seconded by Ms. Lorentson, the Consent Agenda was approved by the Mansfield Township Board of Education with an 8-0-0 roll call vote.

Approval Agenda

Chair: Linda Watters

Education/Policy Committee - Recommended Action(s):

1. Motion to approve the below Student Field Trips for the 2024-2025 school year, as recommended by the Superintendent.

Grade/Group	Location	Dates/Times	Cost Per Student
Grade 6 All Star Band	WHRHS (Parents to transport)	Feb. 19, 2025 11:30 am	\$0.00
Grade 5	RVCC Planetarium	Feb. 19, 2025 9:00 am - 12:00 pm	\$11.00
Grade 4	Washington's Crossing	May 8, 2025 8:45 am - 2:00 pm	\$11.00
Grade 5	Musconetcong River (One class attends per day)	May 21, 2025 May 22, 2025 May 23, 2025 May 27, 2025 11:30 am - 1:30 pm	\$11.00
Grades K & 1	The Growing Stage	May 22, 2025 9:00 am - 12:00 pm	\$13.50

2. Motion to approve an agreement between the Mansfield Township Board of Education and Warren County Special Services School District for the provision of **Professional Educational Services** for the 2024-2025 school year, as needed, as recommended by the Superintendent.
3. Motion to approve a Shared Services agreement with ARC of Warren County for the provision of **Early Intervention Instruction**, for the 2024-2025 school year, as needed, as recommended by the Superintendent.
4. Motion to approve the **2025-2026 Preschool Tuition Rate** in the amount of \$5,250.00 per student enrolled, as recommended by the Superintendent.
5. Motion to approve the **Second Reading** of the below policies, as presented, as recommended by the Superintendent.
 - A. Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials – 2023 Revisions
 - P 5512 Harassment, Intimidation, or Bullying (M) (Revised)
 - P 5533 Student Smoking (M) (Revised)
 - R 5533 Student Smoking (Revised)
 - P & R 7441 Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)
 - P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)
 - B. General Policy and Regulation Updates
 - P 2365 Acceptable Use of Generative Artificial Intelligence (AI) (New)

P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5516	Use of Electronic Communication Devices (Revised)
R 5516	Use of Electronic Communication Devices (New)
P 5701	Academic Integrity (Revised)
P 5710	Student Grievance (Revised)
P 8500	Food Services (M) (Revised)

On a Motion by Ms. Watters and seconded by Mr. Rood, Education / Policy action items were approved by the Mansfield Township Board of Education with an 8-0-0 roll call vote.

Approval Agenda

Chair: James Winand

Personnel Committee - Recommended Action(s)

1. Motion to accept the resignation for reason of retirement of **Elizabeth (Tracy) Marmorato**, Special Education Teacher, with sincere gratitude for 11 years of service to the District, effective December 31, 2025, as recommended by the Superintendent.
2. Motion to accept the resignation of **Danielle Reber**, Custodian, effective March 14, 2025, as recommended by the Superintendent.
3. Motion to approve the appointment of **Kerri Seyfarth** to the position of Paraprofessional, effective February 21, 2025, at a salary per BA/Step 1 (Para Guide) of the MTEA Agreement, as recommended by the Superintendent.
4. Motion to approve the placement of **Kelly Sheridan**, Education Student at Centenary University, to fulfill a five-hour observation requirement during the 2024-2025 school year, as recommended by the Superintendent.
5. Motion to approve the placement of **Georgina Destefano**, Education Student at Centenary University, to fulfill a four-hour observation requirement during the 2024-2025 school year, as recommended by the Superintendent.
6. Motion to approve the appointment of the below **Substitute Teacher(s)**, as presented, as recommended by the Superintendent.

Virginia Moran	Effective upon completion of paperwork
Brooklyn Clifford	Effective upon completion of paperwork
Dan Weissman	Effective upon completion of paperwork.

7. Motion to approve the below staff requests for **Tuition Reimbursement**, as recommended by the Superintendent.

Employee	School/Course	Date(s)	District Cost
Selena Donaldson	ELLM 5130: Foundations Of School Librarianship William Paterson University	Spring 2025	\$1,947.00

- *Ms. Rosenblum asked for more information regarding this item, and Ms. Mai immediately stopped her from discussing personnel matters in a public forum due to privacy rights of personnel issues.*

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

Employee	Program/Location	Date(s)	District Cost
Kelly Morris	NJASBO - Purchasing Update Whippany, NJ	03/27/2025	Fee: \$145 Mileage: \$42.30
Kelly Morris	NJASBO - Audit Review Whippany, NJ	04/10/2025	Fee: \$145 Mileage: \$42.30
Lauri Favreau	Behavioral Health Conference Passaic County Academy	02/07/2025	Fee: \$0.00 Mileage: \$14.00
Deobranne Marley	Woodcock Johnson V Virtual	02/27/2025	Fee: \$75.00 Mileage: \$0.00
Joe Kady	NAETI - Asbestos Operations and Maintenance Refresher Virtual	04/11/2025	Fee: \$195.00 Mileage: \$0.00
Joe Kady	NJ SBGA Convention Atlantic City, NJ	3/23-3/26	Fee: \$350.00 Mileage: \$114.68
Noreen Matias	NJPSA - Anti-Bullying Specialist Training Virtual	01/31/2025	Fee: \$500.00 Mileage: \$0.00
Jake Wilson	DTC - District Testing Coordinator Training Princeton, NJ	01/22/2025	Fee: \$0.00 Mileage: \$37.60
Jake Wilson	NJPSA - MTSS Training Monroe, NJ	01/24/2025	Fee: \$400.00 Mileage: \$51.70

On a Motion by Ms. Lorentson and seconded by Ms. Watters, Personnel action items were approved by the Mansfield Township Board of Education with an 8-0-0 roll call vote.

Township Liaison Agenda

Township Chair: Jennifer Rosenblum

Township Committee - Recommended Action(s):

1. *Ms. Watters shared that information pertaining to a potential solar project will be shared at the next Municipality meeting on Wednesday, March 26th.*

Approval Agenda

Chair: Judy Irwin

Facilities/Finance Committee - Recommended Action(s)

1. Motion to approve the **payment of bills** for the period of January 17, 2025 through February 20, 2025, as presented, in the amount of \$1,111,202.56
2. Motion to acknowledge that there are no **line item transfers** for the month of January 2025.
3. Motion to approve the submission of a waiver from participation in the **Special Education Medicaid-Initiative (SEMI)** for the 2025-2026 school year, as supporting documentation from October 15, 2024 N.J. Smart snapshot reflects a count of 40 Special Education / Medicaid-eligible students, which is below the state required threshold, as recommended by the Superintendent.
4. Motion to approve an agreement between the Mansfield Township Board of Education and **Bayada Home Health Care** for the provision of 1:1 nursing services as required within a student's IEP at a rate of \$65.00 per hour, as recommended by the Superintendent.
 - a. *Ms. Rosenblum asked for more information about the needs of the student, and Ms. Mai immediately stopped her from discussing student matters in a public forum due to liability issues.*

On a Motion by Ms. Irwin and seconded by Ms. Watters, Facilities/Finance action items were approved by the Mansfield Township Board of Education with an 8-0-0 roll call vote.

Public Comment

Public Comment, in accordance with Board Policy 6130 which is available for review on our website, will be heard at this time. Each speaker must state their name, address, and group affiliation, if applicable. Comments are limited to 3 minutes per person.

The Board bears no responsibility for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

New Business - Members of the Board may introduce any new item or topic of discussion for the Board to consider.

1. *Ms. Lorentson asked about the status of the 2025-2026 school calendar. Ms. Mai shared that this was being worked on presently.*

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

Future Board Meeting Dates:

Thursday, March 13, 2025 - Regular Business Meeting

- *Tentative Budget Preliminary Approval*
- *Ethics Training from NJ School Boards*

Thursday, April 10, 2025 - Regular Business Meeting

Executive Session

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:

- ☐ *Personnel Matters*
- ☐ *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.

*On a motion by Ms. Watters and seconded by Ms. Lorentson, the Board of Education adjourned to closed session at 7:29 p.m. to discuss personnel and confidential student matters.
Voice Vote. All Yes.*

Reconvene to Public Session

*On a motion by Ms. Watters and seconded by Mr. Rood, the Board of Education returned to open session at 7:54 p.m.
Voice Vote. All Yes.*

Adjournment

Recommended Action - Adjournment:

*On a motion by Mr. Rood and seconded by Ms. Watters, the Board of Education adjourned from the Regular Meeting at 7:55 p.m.
Voice Vote. All Yes.*

Respectfully submitted,



Kelly Morris
Acting Board Secretary