

Mansfield Township Board of Education



April 10, 2025

7:00 p.m.

Call to Order - Alison Lorentson, President

Roll Call – Kelly Morris, Board Secretary

Mansfield Township Board of Education

Alison Lorentson, President	Judy Irwin	Jennifer Rosenblum
Linda Watters, Vice President	Jonathan Lemp	Richard Stewart
Sean Breheny	Jonathan Rood	James J. Winand

Executive Session - If needed

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 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 - Alison Lorentson

President’s Report - Alison Lorentson

-

Superintendent’s Report - Diana Mai

-

Administrators’ Reports

Business Administrator - Kelly Morris

-

Principal - Noreen Matias

- MTSD Happenings

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 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 session **minutes** of the March 13, 2025 Regular meeting.
2. Motion to receive/approve the **HIB Report Cases**, as presented, as recommended by the Superintendent.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheny					Richard Stewart				
Judy Irwin					Linda Watters				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Jennifer Rosenblum									

Approval Agenda**Chair: Linda Watters****Education/Policy Committee - Recommended Action(s):**

1. Motion to approve the **2025-2026 Mansfield Township School District Calendar** as presented, as recommended by the Superintendent.
2. Motion to approve a **District Enrollment Verification** to be conducted between April 15, 2025 and August 22, 2025, as recommended by the Superintendent.
3. Motion to approve the **Language Instruction Educational Program (LIEP) Corrective Action Plan** for the 2024-2027 school years, as recommended by the Superintendent.
4. Motion to approve District participation in the **Developing Resiliency with Engaging Approaches to Maximize Success (DREAMS) Program**, a program provided in partnership with. The New Jersey Department of Children and Families (NJDCF) Children's System of Care (CSOC), the New Jersey Department of Education (NJDOE), and Rutgers University Behavioral Health Care (UBHC), for the provision of providing support to the school district in the development and implementation of trauma-informed and healing-centered practices, including the Nurtured Heart Approach®, as recommended by the Superintendent.
5. Motion to acknowledge the District Improvement Plan **Interim Placement Results** as presented below, and to approve the continuation of the **District Improvement Plan**, as recommended by the Superintendent.

NJQSAC Areas	Initial Placement (May 24, 2024)	Interim Placement (March 2025)
Instruction and Program	73%	73%
Fiscal Management	96%	96%
Governance	100%	100%
Operations	100%	100%
Personnel	94%	94%

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheny					Richard Stewart				
Judy Irwin					Linda Watters				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Jennifer Rosenblum									

Approval Agenda

Chair: James Winand

Personnel Committee - Recommended Action(s)

1. Motion to approve the appointment of **Lauren Connelly** to the position of Special Education Teacher at Step BA/2 on the salary guide, prorated based on a start date of April 28, 2025, as recommended by the Superintendent.
2. Motion to approve the appointment of **Maidaweh Williams** to the position of 1:1 Nurse at Step 2/BA on the salary guide, prorated based on a start date of April 11, 2025, as recommended by the Superintendent.
3. Motion to rescind the approval of resignation for reason of retirement of **Denise Heymann**, as recommended by the Superintendent.
4. Motion to approve an unpaid leave of absence under the Federal Medical Leave Act for **Employee #56741390** from May 1, 2025 to May 20, 2025, and an unpaid leave of absence under the New Jersey Family Leave Act from May 21, 2025 to December 31, 2025, as recommended by the Superintendent.
5. Motion to approve the appointment of the below **Substitute Staff**, as presented, as recommended by the Superintendent.

Hannah DeVoe	Substitute Teacher	Effective upon completion of paperwork
Silvia Farinella	Substitute Teacher	Effective upon completion of paperwork
Samantha Ortiz	Substitute Nurse	Effective April 11, 2025

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

Employee	School/Course	Date(s)	District Cost
Kristen Endrizzi	GED630 Multisensory Instruction Centenary University	5/5/25 - 6/29/25	\$2,068.95
Diana Mai	GED720 Special Populations Centenary University	5/5/25 - 6/29/25	\$2,416.50
Diana Mai	GED750 Human Resources/Law Centenary University	6/30/25 - 8/24/25	\$2,416.50
Noreen Matias	GED720 Special Populations Centenary University	5/5/25 - 6/29/25	\$2,416.50
Noreen Matias	GED750 Human Resources/Law Centenary University	6/30/25 - 8/24/25	\$2,416.50

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

Employee	Program/Location	Date(s)	District Cost
Lizette Quinones	NJTESOL/NJBE 2025 Spring Conference	May 30, 2025	Fee: \$450.00
Kelly Morris	NJASBO Annual Conference Atlantic City, NJ	June 4 - 7, 2025	Fee: \$500.00 Mileage: \$208.60 Hotel: \$248.00

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheny					Richard Stewart				
Judy Irwin					Linda Watters				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Jennifer Rosenblum									

Township Liaison Agenda

Township Chair: Jennifer Rosenblum

Township Committee - Recommended Action(s):

1. No requested action/update as needed.

Approval Agenda

Chair: Judy Irwin

Facilities/Finance Committee - Recommended Action(s)

1. Motion to approve the **payment of bills** for the period of March 14, 2025 through April 10, 2025, as presented, in the amount of \$1,104,537.48.
2. Motion to acknowledge that there are no **line item transfers** for the month of March 2025.

3. Motion to acknowledge receipt of the monthly certification of the Board Secretary for **July 2024**, and after review of the **Board Secretary's and July 2024 Treasurer's Reports**, certify that no major account or fund has been over-expended in violation of N.J.A.C.6A:23A-16.10 (c) 3 and 4, and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year, and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A23-2.11(a).
4. Motion to approve the advertisement of a Request for Proposal for the provision of **Technology Networking and Support Services**, as recommended by the Superintendent.
5. Motion to approve a Lease Purchase Agreement with **Atlantic Business Systems** for the procurement of one (1) Ricoh Copy Machine, as presented, in the total amount of \$8,881.69, payable in equal monthly installments of \$173.45 for 60 months, effective July 2025 through June 2030, as recommended by the Superintendent.
6. Motion to approve the renewal of the **Food Services Management Company** contract with Maschio's Food Services, Inc, the district's Food Service Management Company for the 2025-2026 school year as follows:

Management Fee: The Local Education Agency shall pay Maschio's annual management fee in the amount of \$20,200.00. The Management fee shall be payable in monthly installments of \$2,020.00 per month commencing on September 1, 2023 and ending on June 30, 2024.

Guarantee: Maschio's guarantees a break even return profit. Maschio's will subsidize for any amount less than the guarantee.

Total cost of contract for the 2025-2026 school year is \$290,306.00

7. Motion to approve the cost of **Student Lunch** for the 2025-2026 school year in the amount of \$3.80 per meal, as recommended by the Superintendent.
8. Motion to approve the **New Jersey School Insurance Group Safety Grant** for the 2025-2026 school year:

BE IT RESOLVED, that the Board of Education approve the New Jersey Schools Insurance Group Resolution Authorizing the Completion of an Application and Receipt of a Safety Grant Award;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Mansfield Township School District is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve;

NOW THEREFORE, BE IT RESOLVED that: the Mansfield Township Board of Education applies for a safety grant through the NJSIG Safety Grant program for the 2025-2026 fiscal year in the amount of \$2,000 for the purpose set forth in their safety grant application, which is attached hereto; and, the Business Administrator is hereby authorized to take all action necessary to apply for and receive a Safety Grant award.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheny					Richard Stewart				
Judy Irwin					Linda Watters				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Jennifer Rosenblum									

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.

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, May 7, 2025 - Budget Hearing & Regular Business Meeting

Thursday, June 12, 2025 - Regular Business Meeting

Executive Session (if needed)

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

Recommended Action - Motion to adjourn the meeting.

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