

Mansfield Township Board of Education



April 10, 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.*

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:

- ☐ *Pending Litigation*
- ☐ *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 Ms. Watters, seconded by Mr. Rood to move to Closed Session at 7:01pm for approximately 20 minutes.

Voice Vote. All Yes.

Reconvene to Open Session

Motion by Ms. Watters, seconded by Mr. Stewart to return to Open Session at 7:32pm.

Voice Vote. All Yes.

President's Report - Alison Lorentson

- *Nothing to report*

Superintendent's Report - Diana Mai

- *Ms. Mai shared that there are no new HIBs to report for March.*
- *Ms. Mai shared an update on the District's Improvement Plan (DIP) 6 month review by the state. While excellent progress has been made, the district will continue with the current DIP until the goal of 10% growth in all subject areas (Math, ELA, Science) by all tested grade levels has been achieved. Presently, all have met this goal with the exception of four subject/grade areas. Overall, the school has demonstrated an average of 16% growth in Math and 18% growth in ELA. Ms. Mai praised the staff for embracing changes and working very hard this year.*
- *Ms. Mai shared that the daily class schedules will be revised for next school year to allow for increased enrichment and intervention time for students, as well as to allow cross curricular instructional opportunities. Ms. Rosenblum expressed her praise and appreciation of this initiative.*

Administrators' Reports

Business Administrator - Kelly Morris

- *Ms. Morris shared that the July financial reports, which were delayed due to the audits, have been completed and are on the agenda tonight for certification and acceptance. The rest of the months in this fiscal year will hopefully move along quickly now that the first month is completed.*

Principal - Noreen Matias

- *Ms. Matias shared many exciting happenings at Mansfield School.*
 - *Teachers vs Students Basketball Game - a dozen staff members teamed up to play some basketball against 4th - 6th graders. "Teachers won!" A big thank you to Ms. Birmingham for coordinating the event and to the PTA for helping out and having pizza for the students.*
 - *MTSD provided Dyslexia training on our PD afternoon on Thursday, March 27th to teachers and paras. Staff also had training with iReady, our Tier 1 intervention program that several teachers are piloting for the rest of the school year.*
 - *Author and Musician Daryl Cobb visited PreK and Grade 3 for a fun program. Thank you to the PTA for sponsoring this fun program.*
 - *Student centered activities this month included the 4th grade Wax Museum, 5th grade Revolutionary War Plays, Kinder STEAM Night, TechFest, Pi Day (thank you to the PTA for the delicious pies!), Bring an Adult to Band (thank you to Ms. Cagnassola), Family Art Nights (thank you to Ms. Byrne and MEA PEP).*
 - *A Science Fair event was held on March 26th with about 40 science submissions. Special thanks to our Mansfield Teachers, the entire custodial staff, Pride committee, Mansfield PTA, Starlab, Donaldson's Farm and Warren Hills Robotics for making this event a huge success!*
- *Tomorrow is the Grade 6 Greek Festival. Look for some fun costumes from students and staff, as well as Greek food. Even Maschios is joining in with a Greek lunch menu theme.*
- *Ms. Mai shared that she plans to try to incorporate the movie, A Million Miles Away, which was suggested by Ms. Rosenblum at an earlier meeting, as a new Science curriculum is created this summer to include a cross-curricular learning opportunity.*

Communications and Petitions (If required) – None

Public Comment - 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 session **minutes** of the March 13, 2025 Regular meeting.
2. Motion to acknowledge that there are no new **HIB Cases**, as recommended by the Superintendent.

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

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%

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 7-0-0 roll call vote.

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	GED663 Multisensory Instruction Centenary University	5/5/25 - 6/29/25	\$2,068.95
Kristen Endrizzi	GED662 Literacy Curriculum & Common Core 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	5/5/25 - 6/29/25	\$2,416.50

	Centenary University		
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

On a Motion by Ms. Watters and seconded by Ms. Lorentson, Personnel Policy action items were approved by the Mansfield Township Board of Education with an 7-0-0 roll call vote.

Township Liaison Agenda

Township Chair: Jennifer Rosenblum

Township Committee - Recommended Action(s):

1. *None*

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.

On a Motion by Ms. Irwin and seconded by Ms. Watters, Finance/Facilities action items were approved by the Mansfield Township Board of Education with an 7-0-0 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.

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1. *Michael Miller from the JDM Group, the district's technology services provider, asked the Board if they had any questions regarding the recent issues in the District, specifically a serious breach of content filtering. He also acknowledged the "chaos of the last few weeks" as a result. He shared that he came to the meeting in response to the agenda item approving an RFP for Technology Services.*

Ms. Lorentson stated that she was aware of the issues, and that she was very disappointed. She shared that her content is locked down tightly both at work and at home, and she was shocked to learn that the school filters allowed such inappropriate content to pop up on student computers.

Mr. Miller responded that JDM was taking this issue seriously, as he worked until midnight on the day of the breach to remedy the problem. He continued to state that the problem is that the District uses Windows devices rather than Chromebooks, and that Windows is not as compatible with Go Guardian (our content filter program), which was designed to work with Chrome. He shared that he recommended a change to Chromebooks three years ago, but that the administration at that time did not follow their recommendation. As a result, he had to allow "Wildcards" to bypass the filter, of which about 140 were in place, in order for teachers to have access to the sites they requested.

Ms. Mai reminded Mr. Miller of his statement during a video call after the breach where he stated that the "Wildcards" are a "loaded gun just waiting to go off". He stated that the business office asked if he should enable a function on Go Guardian to improve coverage about six months ago, and that he responded in agreement, but that email went unanswered. He did not make the change. Ms. Morris asked that he restate and confirm the details of the email, as she was not aware of it.

Mr. Lemp shared his disappointment, stating that this is not the first time there was a breach of the filter that allowed inappropriate content through to students. Mr. Miller said that if this happened before, he was not informed. He also stated that JDM is not responsible for the district's online security/content filtering, rather the district is responsible, but that they helped out with it when no one else was managing it.

New Business - None

Old Business

1. *Mr. Lemp asked if there was any information on possible fencing along Port Murray Road (near Big Toy). Ms. Morris shared that we did receive a quote for*

just under \$9,000 to install a fence, but that the project was not included in the upcoming budget. It was added to the five-year facility plan for consideration again next year.

Future Board Meeting Dates:

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

Thursday, June 12, 2025 - Regular Business Meeting

Adjournment

Recommended Action - Adjournment:

On a motion by Mr. Rood and seconded by Ms. Irwin, the Board of Education adjourned from the Regular Meeting at 8:07 p.m.

Voice Vote. All Yes.

Respectfully submitted,

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

Kelly Morris
Acting Board Secretary