

Mansfield Township Board of Education



Thursday, December 11, 2025

7:00 p.m.

Call to Order - Alison Lorentson, President

Roll Call Megan Sliker, Substitute 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. Noreen Matias, Principal
- Ms. Megan Sliker, Substitute Board Secretary

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

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*.

President's Report - Alison Lorentson

No report

- *Ms. Lorentson stated that the Board would be going into Executive Session and estimated it to be 20-30 minutes and that action may be taken. Executive Session motioned by Linda Watters and seconded by Jonathan Rood. ES began at 7:02 pm. Motion to reconvene Open Session by Linda Watters and seconded by James Winand at 7:42 pm.*

New Business

None

Superintendent's Report - Diana Mai

- *Ms. Mai discussed the HIB Self Assessment Report for 2024-2025 School Year. This is a yearly requirement where the district grades itself on their own implementation of anti-bullying laws across eight core elements. Mansfield received 77 out of 78 total points, which is 2 points higher than last year. The point deduction was in the category of staff training where Mansfield was rated a 2 out of 3. Reasoning behind the deduction is the change in staff mid year and the need for our new Principal, Ms. Matias, to have the proper training before she could turn key it within the district. It was noted there are no HIB cases to date this school year, showing all the procedures in place are clearly working.*
- *Ms. Mai congratulated the 2025 Teacher of the year, Ms. Heather Gilmartin and the 2025 Educational Support Professional of the Year, Ms. Patt-Jo Raiello. She thanked them both for their dedication to the district.*

Administrators' Reports

Principal's Report - Noreen Matias

- *Ms. Matias also thanked Ms. Heather Gilmartin and Ms. Patti-Jo Raiello for their dedication and inspiring support in the district.*
- *Next Tuesday, December 16th is the Winter Concert.*
- *This week Mansfield was represented by Ms. Donaldson's four teams of fifth and sixth grade students at Battle of the Minds - a Jeopardy style trivia event in which students competed against other teams from across the county. Our fifth grade green team made it to the final round, securing second place out of 13 teams. Congratulations green team, way to represent Mansfield proudly!*
- *Spelling Bee - Congratulations to our 5th and 6th grade students who made it to the Spelling Bee and a Big congratulations to our 6th grade winner Skyley Jost. Runner up is Dylan Price.*
- *December 5th we held an assembly for 3rd - 6th grade students - Benergy. We welcomed Ben Hartranft - he is living his dream to be an advocate for Autism awareness and his energy was contagious! Students and staff were in awe of how far he has come in life.*

- *Thank you to the Mansfield PTA for supporting Arts in Education and making the Daryl Cobb visit possible for our 3rd and Pre-K students. Students had an incredible time with the author - he brought his guitar, amazing books, and storytelling skills to act out his stories for the students.*
- *Dec 4th the MEA held a craft night in conjunction with the PTA Book Fair. Students and families enjoyed making crafts, having hot chocolate/popcorn and attending the book fair. 530 students received a free book using our school's scholastic points!*

Linda Watters commented at this time how wonderful it was to see the hallways decorated for the holiday season. She thanked Ms. Matias for organizing such a wonderful event and said this is just what students should walk into during this time of year!

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 - 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 November 20, 2025 Regular meeting.
2. Motion to receive/approve the **HIB Report Cases**, as presented, as recommended by the Superintendent.

Month/Year	HIB #	Founded (Y/N)	Remediation (Y/N)	Discipline (Y/N)	Counseling (Y/N)
July 2025	none				
Aug. 2025	none				
Sept. 2025	none				
Oct. 2025	none				

Nov. 2025	none				
Dec. 2025					
Jan. 2025					
Feb. 2025					
Mar. 2025					
Apr. 2025					
May 2025					
June 2025					

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

Approval Agenda

Chair: Linda Watters

Education/Policy Committee - Recommended Action(s):

1. Motion to approve a **Special Education Tuition Contract** with Frankford Township Board of Education for the provision of out of district educational services and accompanying related services for Student #9080183180, effective November 24, 2025 to June 30, 2026, at a prorated annual cost of \$61,907.72, as recommended by the Superintendent.

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

Approval Agenda

Chair: James Winand

Personnel Committee - Recommended Action(s)

1. Motion to approve placement of Employee ID# 56175227 on **Administrative Leave**, with pay, as recommended by the Superintendent, effective December 11, 2025.
2. Motion to approve the **Resignation** of Stephanie Albiani, Special Education Teacher, effective 11/24/2025, as recommended by the Superintendent.
3. Motion to approve the **appointments and transfers** of the below staff members, as presented, as recommended by the Superintendent.

Employee	Position	Salary/Guide Step	Effective Date
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Kristi Putignano	Provisional Teacher Mentor - J.Miller	Paid by Mentee	01/05/2026
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- Motion to **rescind the appointment** of Grant Brensinger as Clerical Assistant, as recommended by the Superintendent.
- Motion to approve the below staff requests for **Professional Development**, as recommended by the Superintendent.

Employee	Event/Provider	Date(s)	District Cost
Diana Mai	TechSpo Conference (Presenter)	1/29/26-1/30/26	\$0
Noreen Matias	TechSpo Conference (Presenter)	1/29/26-1/30/26	\$325-Registration \$149.56 - Hotel \$120.54 - Mileage
Selena Donaldson	NJ Library Association Winter Conference	2/17/26 - 2/19/26	\$370.00 Registration \$217.34 - Hotel \$136.30 Mileage

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

Employee	School/Course	Date(s)	District Cost
Noreen Matias	Centenary University GED-735 -OL-Technology	1/20/26 to 5/11/26	\$1,719.00
Erin Burton	Teaching Channel OL-5838 The Challenging Child : Strategies for Early Childhood Classroom	12/15/25 to 4/15/26	\$440.10
Erin Burton	Teaching Channel OL-5544 Guide to Oppositional Defiant Disorder	12/15/25 to 4/15/26	\$440.10
Kristen Endrizzi	Centenary University, GED 655 Diagnosis & Correction : Elementary & Adolescent Literacy	1/20/26 to 5/11/26	\$2,148.90

- Motion to approve the below placements of **Student Teachers/Student Observation Hours** for the 2025-2026 school year, as presented, as recommended by the Superintendent.

Student	School/Experience	Date(s)	Cooperating Teacher
Olivia Chomut	East Stroudsburg University, Externship with Speech and Language	1/5/26 to 3/30/26	Matthew Magnuson

- Motion to approve the below **Leaves of Absence** as recommended by the Superintendent.

Employee	Type of Leave	Date(s)
21997499	Paid Medical Leave / FMLA	01/09/2026 - 02/07/2026

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

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 **Revised Bill List** for the period of October 17, 2025 through November 20, 2025, as presented, in the amount of \$1,070,555.50, as recommended by the Superintendent.
2. Motion to approve the **payment of bills** for the period of November 21, 2025 through December 11, 2025, as presented, in the amount of \$792,107.59, as recommended by the Superintendent.
3. Motion to acknowledge receipt of the monthly certification of the Board Secretary for **October 2025**, and after review of the **Board Secretary’s and October 2025 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 acknowledge that there were no line item **transfers** for October and November 2025.
5. Motion to accept the 2024-2025 **Annual Comprehensive Financial Report** as follows:

WHEREAS, the Board of Education has received and reviewed the 2024–2025 Annual Comprehensive Financial Report (ACFR) as prepared by the District’s Business Office and independent auditors; and

WHEREAS, the independent audit of said report has been completed in accordance with applicable auditing standards; and

WHEREAS, the auditors have issued their opinion with **no recommendations, findings, or material weaknesses**, indicating that the District’s financial statements fairly represent the financial position and operations of the District; and

WHEREAS, the Board of Education recognizes the importance of sound fiscal management, transparency, and compliance with state and federal reporting requirements;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby accepts the 2024–2025 Annual Comprehensive Financial Report as presented; and

BE IT FURTHER RESOLVED that the Board expresses its appreciation to the District administration and staff for their continued commitment to fiscal responsibility and accurate financial reporting.

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 a 8-0-0 roll call vote.

Public Comment : None

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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New Business - Members of the Board may introduce any new item or topic of discussion for the Board to consider. - none

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:

Monday, January 5, 2026 (snow date Wednesday, January 7, 2026) - Reorganization Meeting

Adjournment

Recommended Action - Motion to adjourn the meeting.

On a motion by Mr. Rood and seconded by Mr. Winard, the Board of Education adjourned from the Regular Meeting at 8:01 p.m.

Voice Vote. All Yes.

Respectfully submitted,

Megan Sliker
Substitute Board Secretary