

Mansfield Township Board of Education



Thursday, February 19, 2026

7:01 p.m.

Call to Order - Alison Lorentson, President

Roll Call - Gail Libby, Acting Board Secretary

Name	Present	Absent
Sean Breheney	X	
Judy Irwin	X	
Jonathan Lemp		X
Alison Lorentson	X	
Jonathan Rood	X	
Richard Stewart	X	
Linda Watters	X	
James J. Winand		X

Others in Attendance:

Ms. Diana Mai, Superintendent

Ms. Gail M. Libby, Acting School Business Administrator/Board Secretary

Pledge of Allegiance - Alison Lorentson

Executive Session - Executive Session

*Executive Session motioned by Linda Watters and seconded by Alison Lorentson. ES began at 7:01 pm to Personnel Matters and Matters of Attorney/Client Privilege. Executive session was to last approximately 15 minutes and action **will not** be taken. Motion to reconvene Open Session by Alison Lorentson and seconded by Linda Watters at 7:22 pm.*

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 _____ LW _____, seconded by _____ AL _____ to move to Closed Session at ____7:01 pm__ (time) for approximately ____15____ minutes. Action will / will not be taken upon return to open session. *Voice Vote. - All in favor*

Reconvene to Open Session

Motion by ____AL _____, seconded by _____ LW _____ to return to Open Session at __7:22 pm__ (time). *Voice Vote - All in favor.*

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*

Oath of Office

Three (3) Three-Year Terms:

Jonathan Rood - Ms. Libby administered the Oath of Office to Trustee Rood.

President's Report - Alison Lorentson

- *Board member appointments for 2026:*

Education/Policy: Linda Watters (Chair), James Winand, Vincent Weiss

Finance: Sean Breheney (Chair), Rich Stewart, Judy Irwin

Negotiations: Jonathan Rood (Chair), James Winand, Alison Lorentson

Personnel: James Winand (Chair), Linda Watters, Alison Lorentson, Jonathan Rood

Township: Jonathan Lemp (Chair), Vincent Weiss
Delegate to NJ School Boards Association- Linda Watters
Policy Chairperson- Linda Watters
Representative to the County School Board Association- Alison Lorentson
CSA Evaluation Alternate Lead (If President Unavailable)- Linda Watters

Superintendent's Report - Diana Mai

- SSDS Bi-Annual Report
 - For the reporting period from July 1, 2025-January 31, 2026, MTSD had one confirmed HIB and one restraint/seclusion. Numbers are down from last school year at this time due to increased administrative and staff behavioral intervention support and training.
- Report: Muscenetcong Watershed Presentation
 - Presented by Craig Fleming
 - Project done in conjunction with the Student Conservation Association (SAC)
 - Project length is two (2) years with a 95% retention of trees planted.
 - Implementation is 2027
 - Trees are natural to the area. Not more than 25% of each species. Red Maple, Silver Maple, Tulip trees
 - Vice President Watters inquired if the rows of trees were staggered. Mr. Fleming reported there are 2-3 rows and the trees are seven (7) feet apart.
 - President Lorentson inquired about conifer trees for privacy. Mr. Fleming reported species are clustered together.
 - Trustee Irwin inquired about the age of the trees when planted; Mr. Fleming noted they will have been seeded for 2-3 years prior to planting.
 - President Lorentson inquired as to what other districts/townships did not want to participate. Mr. Fleming noted the Township was not interested in the initial phase but they will be going back to the township.
 - Ms. Mai asked Mr. Fleming to share the benefits of the project. Mr. Fleming noted the trees help with storm water drainage and carbon subrogation.
 - Trustee Weiss asked if there would be any requirements of a specific distance between the trees and a fence line. Mr. Fleming noted there are no restrictions.
 - Trustee Stewart inquired about a sugar maple tree option. Students could tap the trees for syrup. Would be a nice educational component.

Administrators' Reports

- Acting Business Administrator/Board Secretary - Gail Libby
 - Ms. Libby reminded BOE members that annual School Ethics Commission (SEC) forms are due. Additionally, the Code of Ethics is in each member's binder. Please sign and return to Ms. Libby.
- Principal - Noreen Matias

Communications and Petitions (If required) – The Superintendent and members of the Board may acknowledge any communications and/or petitions received.

- Trustee Judy Irwin's letter of resignation from the Board of Education effective February 23, 2026 was acknowledged by President Lorentson.. President Lorentson thanked Trustee Irwin for her service to the Mansfield Township School District Board of Education.

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.

No public comments on agenda items.

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 29, 2026 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	none				
Jan. 2026	1	Y	Y	Y	Y
Feb. 2026					
Mar. 2026					
Apr. 2026					
May 2026					
June 2026					

On a Motion by Vice President Watters and seconded by Trustee Weiss, the Consent Agenda items 1 & 2 were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

On a Motion by Vice President Watters and seconded by President Lorentson the Consent Agenda item 3 was approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Approval Agenda

Chair: Linda Watters

Education/Policy Committee - Recommended Action(s):

1. Motion to **Approve the Submission of the SSDS Bi-Annual Report** upon the recommendation of the Superintendent.

On a Motion by Vice President Watters and seconded by President Lorentson, the Education/Policy Committee Agenda item 1 was approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Approval Agenda

Chair: James Winand

Personnel Committee - Recommended Action(s)

1. Motion to approve the following staff for **payment under the LIFT Grant**, at the MEA contract rate(s), as recommended by the Superintendent.

Employee	LIFT Grant Activities	Hours
Selena Donaldson	Coordinator of on-site and off-site events for literacy grant initiative; coordinator of LIFT Grant program	Not to exceed forty (40) hours
Kathy Jacoby	March 18th Reading Adventure Lift Grant Event	Not to exceed two (2) hours
Beth Scheiner	March 18th Reading Adventure Lift Grant Event	Not to exceed two (2) hours
Ruth Byrne	March 18th Reading Adventure Lift Grant Event	Not to exceed two (2) hours

2. 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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Jonathan Carlile	Leave Replacement (.7 FTE)	BA Step 1	On or about May 1, 2026
Dwight Jones	Substitute Custodian	\$17.00/hour	Pending Completion of Paperwork
Jonathan Carlile	Substitute Teacher	\$125.00 p.d.	March 1, 2026

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

Employee	Event/Provider	Date(s)	District Cost
Noreen Matias	LinkIt! User Groups, Secaucus, NJ	3/12/26	\$0.00 Reg Fee \$53.86 Mileage
Hannah Foster	Handwriting Assessment (K-5) -Virtual	3/20/26	\$239.00 Reg Fee

On a Motion by President Lorentson and seconded by Vice President Watters, the Personnel Committee Agenda items 1 through 3 were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Township Liaison Agenda

Township Chair:

Township Committee - Recommended Action(s):

- No requested action/update as needed.

Approval Agenda

Chair: Judy Irwin

Facilities/Finance Committee - Recommended Action(s)

- Motion to approve the **payment of bills** for the period of January 30, 2026 through February 19, 2026, as presented, in the amount of \$1,305,424.02, as recommended by the Superintendent.
- Motion to acknowledge receipt of the monthly certification of the Board Secretary for January 31, 2026, and after review of the **Board Secretary's and January 31, 2026 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).
- Motion to acknowledge receipt of the monthly certification of the Board Secretary for November 31, 2025, and after review of the **Board Secretary's and November 30, 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 approve the below requests for Facilities **Usage** as presented, as recommended by the Superintendent.

Requesting Party	Event/Location Requested	Dates	Cost to Use
Kaylee Birmingham	Wellness and Science Fair - APR and GYM	3/5/26	0
Kaylee Birmingham	March Madness - GYM	3/12/26	0
Mike Santoiemma - Mansfield Recreation-Softball	Softball Practices - GYM	3/16/26-4/16-26	0
Ruth Byrne	Family Art Night - APR	2/24/26 & 2/25/26	0
Ruth Byrne	Art Show - APR and Hallways	4/22/26	0
Selena Donaldson	LIFT Grant Event - APR/Library/Art-ESL Hallway	3/18/26	0
Laura Baggerly	PTA Thank You Breakfast - APR	3/25/25	0
Alexis DeLeon	PTA- Tricky Tray APR and hallways	3/20/26-3/21/26	0

5. Motion to approve the **Submission of a Waiver from Participation In the Special Education Medicaid-Initiative (SEMI)** for the 2026-2027 school year, as recommended by the Superintendent.
6. Motion to approve the submission of the **New Jersey Learning Acceleration Program - High Impact Tutoring Competitive Grant** application in the amount of **\$40,000** to provide high dosage, intensive tutoring for students in grades 3 and 4.
7. Motion to approve the below **RESOLUTION:**

BE IT RESOLVED, that the Board of Education hereby **Authorizes the Extension and Expansion of the Engagement of Octillo Legal & Tech of New York**, to conduct continued data security investigation, including any new or supplemental matters that may arise, in accordance with the terms and conditions set forth in the proposal dated January 12, 2026; and

BE IT FURTHER RESOLVED, that the Board of Education hereby **Approves Additional Funds** or these services in an amount **not to exceed \$15,000**.

8. Motion to approve the below **RESOLUTION:**

WHEREAS, the Mansfield Township Board of Education desires to provide student transportation services to specific destinations; and

WHEREAS, the Hopatcong Board of Education, operating as the Sussex County Regional Transportation Cooperative, is willing to coordinate such transportation services;

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Township Board of Education hereby **Approves Participation in the Sussex County Regional Transportation Cooperative for the 2026–2027 School Year**; and

BE IT FURTHER RESOLVED, that the President and Secretary of the Board are authorized to execute an agreement with the Hopatcong Board of Education, operating as the Sussex County Regional Transportation Cooperative, and any related documents necessary to implement said services, in accordance with the terms and conditions set forth therein.

9. Motion to approve the below **RESOLUTION**:

WHEREAS, the Mansfield Township Board of Education seeks to **Acquire Technology Equipment and Requires Financing** to support this acquisition; and

WHEREAS, the Hunterdon County Educational Services Commission (HCESC) Lease Purchase Bidding Advisory Service provides professional services to assist school districts in developing lease purchase specifications and managing the bidding and closing process;

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Township Board of Education hereby **Retains the HCESC Lease Purchase Bidding Advisory Service to Provide Advisory Services** in connection with the development of lease purchase specifications, evaluation of proposals, and assistance with closing documentation; and

BE IT FURTHER RESOLVED, that the District agrees to compensate HCESC at its Board-approved rate of one-half of one percent (0.5%) of the total financing amount, with a **minimum fee of \$1,250** and a **maximum fee of \$9,500**; and

BE IT FURTHER RESOLVED, that the Board President and Business Administrator/Board Secretary are hereby authorized to execute all documents necessary to effectuate this resolution, upon recommendation by HCESC and review by Board counsel.

10. Motion to **Approve the Musconetcong Watershed Association's Proposal** to implement the Green Carbon Forest Restoration Project (a native tree and shrub planting project on school

property). This project aligns with the district's commitment to environmental education, outdoor learning, and stewardship of local natural resources.

11. Motion to approve the following **2025/2026 Coordinated Transportation Agreement**, as recommended by the Superintendent:

WHEREAS, the Mansfield Township School District Board of Education desires to transport special education and their own public school students to specific destinations; and

WHEREAS, the Warren County Special Services School District, hereinafter referred to as WCSSSD, offers coordinated transportation services; and

WHEREAS, the WCSSSD will organize and schedule routes to achieve the maximum cost effectiveness, so

THEREFORE BE IT RESOLVED, this coordinated agreement is approved in consideration of prorated contract costs, plus a 5.0% administration fee as presented.

On a Motion by Trustee Irwin and seconded by Vice President Watters, the Facilities/Finance Committee Agenda items 1 through 14 were approved by the Mansfield Township Board of Education with a 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.

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.

- President Lorentson and Ms. Mai noted the March 12, 2026 meeting will be rescheduled due to the change in the submission date of the 2026-2027 tentative budget.

Old Business - Members of the Board may comment on any item or topic that was previously discussed by the Board.

- Ms. Mai noted the Strategic Planning meetings will be on March 11, March 18 and April 1, 2026. At the first meeting, Ms. Mai will present the "State of the District" and the planning process. The second meeting will discuss the district's strengths and weaknesses. Surveys have been sent to staff, students and families*

Future Board Meeting Dates:

Thursday, March 12, 2026	Regular Business Meeting
Thursday, April 16, 2026	Regular Business Meeting
Wednesday, May 6, 2026	Budget Hearing Meeting
Thursday, June 11, 2026	Regular Business Meeting
Thursday, July 16, 2026 (if needed)	Regular Business Meeting
Thursday, August 20, 2026	Regular Business Meeting
Thursday, September 17, 2026	Regular Business Meeting
Thursday, October 15, 2026	Regular Business Meeting
Thursday, November 19, 2026	Regular Business Meeting
Thursday, December 10, 2026	Regular Business Meeting
Wednesday, January 5, 2027	Annual Reorganization Meeting

Adjournment

Recommended Action - Motion to adjourn the meeting.

On a Motion by Trustee Rood and seconded by Trustee Stewart, the meeting was adjourned at 8:00 pm. Voice vote - All in favor.