

Mansfield Township Board of Education Minutes



Thursday April 16, 2026

7:00 p.m.

Call to Order - Alison Lorentson, President

Roll Call - Gail Libby, Acting Board Secretary

Name	Present	Absent
Sean Breheney	X	
Vincent Weiss	X	
Jonathan Lemp	X	
Alison Lorentson	X	
Jonathan Rood	X	
Richard Stewart	X	
Alexis DeLeon	X	
James J. Winand		X

Others in Attendance:

Ms. Diana Mai, Superintendent

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

Ms. Noreen Matias, Principal

Pledge of Allegiance - Alison Lorentson

Swearing in of New Board of Education Member - Alexis DeLeon

Communications and Petitions (If required) – The Superintendent and members of the Board may acknowledge any communications and/or petitions received. *Board of Education letter of resignation from Mrs. Linda Watters recognized by President Lorentson*

Nominations

1. Open Nomination for Board Vice President

Motion to elect *Trustee Richard Stewart* to serve as Vice President of the Mansfield Township Board of Education for the 2026 calendar year.

On a Motion by President Lorentson and seconded by Trustee Rood, the Approval of Trustee Stewart as Board of Education Vice President of the Mansfield Township Board of Education with a 7-0-0 roll call vote.

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:

- ☐ *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 Trustee Lemp, seconded by Trustee Rood to move to Closed Session at 7:06 pm for approximately 20-30 minutes. Action may be taken upon return to open session. Voice Vote - 7 Yea's 0 Nay's.

Reconvene to Open Session

Motion by Vice President Stewart, seconded by President Lorentson to return to Open Session at 7:36 pm. Voice Vote - 7 Yea's 0 Nay's..

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

Superintendent's Report - Diana Mai

NJSAC Update- Mansfield Township School District now designated a “high-performing” district.

- Recognized retirements of Deborahanne Marley and Laura Baggerly with 19 and 22 years in the Mansfield Township School District, respectively
- After review and evaluation of the Mansfield Township School District's District Improvement Plan (DIP) and student academic progress in all growth areas, the NJDOE has changed the district's status to “high-performing” as of April 2, 2026.
- NJSAC regulations require the district board of education to report these placement results at the next regularly scheduled board meeting.

Administrators' Reports

- Acting Business Administrator/Board Secretary - Gail Libby
- Principal - Noreen Matias

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.

Joseph Yaremczak - 118 Mount Bethel Road - *questioning the reduction in staff within the 26-27 budget. What is the reduction in salary? Do staff retirements become savings in salary? Is the district still going to axe the band program? Suggests the district go to the senior centers to talk about the budget. When will the budget be voted on? In six (6) years the Mansfield band has grown from 60 to 134 4th-6th graders. Superintendent Mai confirmed the band program is not being cut in the 26-27 agenda.*

Consent Agenda - Recommended Action(s)

Board Member: Richard Stewart

Approval of Minutes and Reports

1. Motion to **Approve the Open and Closed Session Minutes** of the March 24, 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)
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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	none				
Mar. 2026	1	Y	Y	Y	Y
Apr. 2026					
May 2026					
June 2026					

On a Motion by Vice President Stewart and seconded by President Lorentson, the Approval of the Minutes & Reports Agenda items 1 and 2 were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Approval Agenda

Chair: Vincent Weiss

Education/Policy Committee - Recommended Action(s):

1. Motion to **Approve the Mansfield Township School District Extended School Year (ESY) Program** for the 2026-2027 school year on Mondays to Thursdays, from June 22, 2026 through July 23, 2026, from 9:00am to 12:00pm, as recommended by the Superintendent.
2. Motion to **Approve the 2026-2027 Mansfield Township School District Calendar** as presented, as recommended by the Superintendent.

On a Motion by Trustee Weiss and seconded by President Lorentson, the Approval of Education/Policy Committee Agenda items 1 and 2 were 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
Kathy Jacoby	March 18th Reading Adventure Lift Grant Event	2 hours @ \$60 1 hour @ \$50 Total \$170.00
Beth Scheiner	March 18th Reading Adventure Lift Grant Event	2 hours @ \$60 1 hour @ \$50 Total \$170.00

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

Employee	Event/Provider	Date(s)	District Cost
Joe Kady	NAETI OSHA Asbestos Operations & Maintenance Refresher	5/7/2026	240.00

3. Motion to **Approve the termination of Employee #9724**, effective April 24, 2026, as recommended by the Superintendent.
4. Motion to **Approve the termination of Employee #9735**, effective February 12, 2026, as recommended by the Superintendent.
5. Motion to **Approve the Non Renewal of Employee #9686**, effective June 30, 2026, as recommended by the Superintendent.
6. Motion to **Approve the Non Renewal of Employee #9730**, effective June 30, 2026, as recommended by the Superintendent.
7. Motion to **Approve the Resignation for the Reason of Retirement** of Deboranne Marley, with gratitude for 19 years of service to the District, effective 06/30/2026, as recommended by the Superintendent.

On a Motion by President Lorentson and seconded by Trustee Rood, the Approval of Personnel Committee Agenda items 1 through 4 and 7-10, retracting items 5 & 6 were approved by the Mansfield Township Board of Education with a 7-0-0 roll call vote.

Township Liaison Agenda

Township Chair: Jonathan Lemp

Township Committee - Recommended Action(s):

1. No requested action/update as needed.

Approval Agenda

Chair: Sean Breheney

Facilities/Finance Committee - Recommended Action(s)

1. Motion to **Approve the Payment of Bills** for the period of March 25, 2026 through April 16, 2026, as presented, in the amount of \$1,112,480.87, as recommended by the Superintendent.
2. Motion to **Approve line item transfers** totaling \$23,923.66 for March 2026.
3. Motion to **Acknowledge receipt of the monthly certification of the Board Secretary for March 2026, and after review of the Board Secretary's and March 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).
4. Motion to **Approve an Extension of the Not to Exceed Amount** from \$30,000 to \$33,000 for snow removal services performed by Stone Hill Excavating, as recommended by the Superintendent.
5. Motion to **Approve the below Rates for Use of School Facilities** for the 2026-2027 school year, as recommended by the Superintendent.

Non-Profit Organization - no rental fee; \$35 per hour custodial services outside of regular working hours.

For Profit Organization - \$175 fee per day for APR or GYM. \$30 flat fee per day for classroom; \$35 per hour for custodial services.

6. Motion to **Approve that the Mansfield School District declares twelve (12) cafeteria tables as surplus and authorizes their donation**, in "as-is" condition, to the Great Meadows School District, as recommended by the Superintendent.
7. **WHEREAS**, the New Jersey Department of Education (NJDOE) has made available **The Building Responsive through Date-Guided Evaluation (BRIDGE) Grant Program** to support educational initiatives for the amount of \$71,183; and

WHEREAS, the Mansfield Township School District **seeks to apply for funding** under this program to enhance services and opportunities for students;

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Township Board of Education hereby **approves the submission of the BRIDGE Grant application** to the New Jersey Department of Education, as recommended by the Superintendent; and

BE IT FURTHER RESOLVED, that the Superintendent and/or Business Administrator is authorized to submit the application and execute all required documents necessary to participate in the grant program.

8. Motion to **Approve the funds for 2025-2026 Small, Rural School Achievement (SRSA) grants in the amount of \$45,159.00**, as recommended by the Superintendent.
9. Motion to **Approve the submission of an application for the 2026-2027 Small, Rural School Achievement (SRSA) grants in the amount of \$51,620.00**, as recommended by the Superintendent.
10. Motion to **Approve the Before and Aftercare Parent and Student Handbook**, as presented, for the 2026-2027 school year, as recommended by the Superintendent.
11. Motion to **Approve the below Tuition Rates** for the Mansfield Township School District Before/After Care Program for the 2026-2027 school year, as recommended by the Superintendent.

Tuition Rates - June Tuition will be prorated based on the last day of school. The drop in rate for Before Care is \$10 per day. For After Care, the daily drop in rates are \$20 on a regular dismissal day and \$30 on an early dismissal day.

Before School Care:

<u>Days/Week</u>	<u>Sept - May Monthly Tuition</u>
1	\$38.00
2	\$64.00
3	\$90.00
4	\$118.00
5	\$150.00

After School Care:

<u>Days/Week</u>	<u>Sept - May Monthly Tuition</u>
1	\$80.00
2	\$122.00
3	\$160.00
4	\$212.00
5	\$275.00

12. 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
Tara Oliveri-PTA	Variety Show Tryouts - APR	4/29/26 &	0

		4/30/26 3:30-5:30	
Selena Donaldson	Books and Bubbles LIFT EVENT - Front Lawn (rain location APR)	5/3/2026	0

13. Motion to **Approve the Acting School Business Administrator to advertise time and material bids** for provision of electric services, as recommended by the Superintendent.
14. Motion to **Approve the Acting School Business Administrator to advertise time and material bids** for provision of plumbing services, as recommended by the Superintendent.
15. Motion to **Approve the Acting School Business Administrator to advertise time and material bids** for provision of HVAC services, as recommended by the Superintendent.
16. Motion to **Approve a 34 week contract with Independence Constructors for temporary tank rental** of a 2,000 gallon oil tank at a cost of \$280.00/week, as recommended by the Superintendent.
17. Motion to **Approve Ameriflex as the TPA for Medical FSA, Dependent Care** for the active period July 1, 2026 through June 30, 2027 at a monthly per participant fee of \$6.75, as recommended by the Superintendent.
18. Motion to **Approve the increase to the Dependent Care FSA participants who shall be allowed to contribute up to \$3,750 (married filing separately) or \$7,500 (single or married filing jointly)** to their Dependent Care FSA for the July 1, 2026 plan year, and beyond, as recommended by the Superintendent. This limit is subject to any future regulatory changes.
19. Motion to **Approve Health FSA participants shall be allowed to contribute up to \$3,400 to their Health FSA** for the July 1, 2026 plan year, and beyond, as recommended by the Superintendent. This limit is subject to any future regulatory changes.
20. **WHEREAS**, the Mansfield Township Board of Education (the "Board") previously authorized and funded the Underground Storage Tank (UST) removal/oil tank as a capital project; and

WHEREAS, the project has been completed, all final costs and payments have been made, and there remains an unexpended balance/surplus of \$556,441 in the Capital Projects Fund (Fund 12), Account 12-000-400-450; and

WHEREAS, pursuant to N.J.S.A. 18A:7G-31, N.J.S.A. 18A:7F-41, and N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer such excess funds from a completed capital project to the Capital Reserve Account for future capital projects consistent with the district's approved Long-Range Facilities Plan; and

WHEREAS, the Board has determined that transferring the surplus to the Capital Reserve Account is in the best interest of the district and its taxpayers.
21. **WHEREAS**, the Board of Education of the Mansfield Township School District has established a Capital Reserve Account in accordance with N.J.A.C. 6A:23A-14.1; and

WHEREAS, an emergent condition has arisen at Mansfield Township Elementary School, specifically propane tank repair, which jeopardizes the health and safety of students and staff and requires immediate remediation; and

WHEREAS, the condition meets the criteria of an emergency as defined in N.J.S.A. 18A:18A-7, permitting the award of contracts without public advertising for bids; and

WHEREAS, the Board has received documentation from the School Business Administrator/Qualified Purchasing Agent supporting the existence of this emergency and the necessity for immediate corrective action; and

WHEREAS, the total estimated cost of the emergency project is \$17,165, and sufficient funds are available in the Capital Reserve Account;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby authorizes:

1. The use of \$18,000 from the Capital Reserve Account to fund the emergency project at Mansfield Township Elementary School;
2. The School Business Administrator/Qualified Purchasing Agent to award contracts necessary to address the emergency condition in accordance with N.J.S.A. 18A:18A-7;
3. The tank replacement will be completed by Amerigas (\$6,395.00); excavation work by Fairmount Services, LLC (\$10,770.00).
4. Submission of this resolution and supporting documentation to the New Jersey Department of Education, if required, for approval/notification; and
5. Recording of this action in the minutes of this meeting and compliance with all applicable reporting requirements.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

On a Motion by Trustee Breheney and seconded by President Lorentson, the Approval of the Finance/Facilities Committee Agenda items 1 through 21 were approved by the Mansfield Township Board of Education with a 7-0-0 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.

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 (NONE)- Members of the Board may introduce any new item or topic of discussion for the Board to consider.

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

Future Board Meeting Dates:

Wednesday, May 6, 2026
Thursday, June 11, 2026
Thursday, July 16, 2026 (if needed)
Thursday, August 20, 2026
Thursday, September 17, 2026
Thursday, October 15, 2026
Thursday, November 19, 2026
Thursday, December 10, 2026
Wednesday, January 5, 2027

Budget Hearing Meeting
Regular Business Meeting
Regular Business Meeting
Regular Business Meeting
Regular Business Meeting
Regular Business Meeting
Regular Business Meeting
Regular Business Meeting
Annual Reorganization Meeting

Adjournment

Recommended Action - Motion to adjourn the meeting.

On a Motion by Trustee Rood and seconded by Trustee Breheney, to adjourn the meeting at 8:05 pm. Voice Vote: 7 Yea's 0 Nay's.