Mansfield Township Board of Education

Thursday September 24, 2026

7:00 pm

Call to Order - Alison Lorentson, President

Roll Call - Gail Libby, Board Secretary

Mansfield Township Board of Education

Alison Lorentson, President	Alexis DeLeon	Colette DeRosa
Richard Stewart, Vice President	Jonathan Lemp	James J. Winand
Sean Breheney	Jonathan Rood	Vincent Weiss

Pledge of Allegiance - Alison Lorentson

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*

President's Report - Alison Lorentson

Superintendent's Report - Diana Mai

- Report on HIB Self-Assessment for 2025-2026 School Year

Administrators' Reports

Business Administrator/Board Secretary - Gail Libby

Principal's Report

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: Richard Stewart
Approval of Minutes and Reports

1. Motion to **Approve the Open and Closed Session Minutes** of the August 27, 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 2026	none				
Aug. 2026	none				
Sept. 2026					
Oct. 2026					
Nov. 2026					
Dec. 2026					
Jan. 2027					
Feb. 2027					
Mar. 2027					
Apr. 2027					
May 2027					
June 2027					

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheney					Richard Stewart				
Alexis DeLeon					Colette DeRosa				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Vincent Weiss									

Approval Agenda
Chair: Vincent Weiss
<u>Education/Policy Committee - Recommended Action(s):</u>

1. Motion to **Approve the Emergency Response Template (ERT)** for the 2026-2027 school year, as presented, as recommended by the Superintendent.

2. Motion to approve the below **Student Field Trips** for the 2026-2027 school year, as recommended by the Superintendent.

Grade/Group	Location	Dates/Times	Cost Per Student
Kindergarten	Tranquility Farms Green Twp, NJ	10/6/26 Rain Date 10/8/26 8:50am - 12pm	$26.00
Fourth Grade	Waterloo Village Stanhope, NJ	10/26/26 9am - 2pm	$29.00
First Grade	Merrill Creek, Washington, NJ	10/9/26 Rain Date 10/29/26 8:45am-1:15pm	$10.00
Preschool/MD	Ort Farms, Long Valley, NJ	10/21/26 9:30am-12:30pm	$27.00

3. Motion to **Approve the Final Reading and Implementation** of the below policies, as recommended by the Superintendent.

   A. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures

   P 0142.1 Nepotism (M) (Revised)
   P 1220 Employment of Chief School Administrator (M) (Revised)

   B. General Policy and Regulation Guide Updates

   P & R 1552 Sexual Harassment – Staff (M) (New)
   P & R 2530 Resource Materials (Revised)
   P & R 2535 Library Material (M) (New)
   P 3362 Sexual Harassment (M) (Abolished)
   R 3362 Sexual Harassment of Teaching Staff Members Complaint Procedure (Abolished)
   P 4352 Sexual Harassment (M) (Abolished)
   R 4352 Sexual Harassment of Support Staff Members Complaint Procedure (Abolished)
   P & R 9130 Public Complaints (Revised)

4. Motion to **Approve the Final Reading and Implementation** of the below policies, as recommended by the Superintendent.

   A. N.J.A.C. 6A:8 – Standards and Assessment

   P 1230 Superintendent's Duties (M) (Revised)
   P 2200 Curriculum (M) (Revised)
   R 2200 Curriculum Content (M) (Abolished)

   B. General Policy and Regulation Guide Updates

P 0162	Notice of Board Meetings (Revised)
P 0162.01	Legal Notices (M) (New)
P 1643	Family Leave (M) (Revised)
P 2260	Equity in School and Classroom Practices (M) (Revised)
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (Abolished)
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (Revised)
P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (Revised)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

5. Motion to **Approve the First Reading** of the below policies, as recommended by the Superintendent.

P 5111	Eligibility of Resident/Nonresident Students (M)

6. Motion to **Approve the Final Reading and Implementation** of the below policies, as recommended by the Superintendent.

P 2363	Student Use of Privately-Owned Technology (Abolished)
P & R 5516	Student Use of Internet-Enabled Devices (Revised)

7. Motion to **Approve Adoption and/or Revision of the following curriculum documents** for the subject areas listed below, as recommended by the Superintendent.
    - Art
    - ASL
    - GATE
    - Library Media
    - Personal Finance
    - SEL
    - Social Studies

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheney					Richard Stewart				
Alexis DeLeon					Colette DeRosa				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Vincent Weiss									

Approval Agenda
Chair: James Winand
<u>Personnel Committee - Recommended Action(s)</u>

1. Motion to **Approve the appointment of the below Substitute Staff** for the 2026-2027 school year, as recommended by the Superintendent.

Position Title	Employee Name	Effective Date
Substitute Teacher	Kellie Fields	Pending Completion of Paperwork

2. Motion to approve the below placements of **Student Teachers/Student Observation Hours** for the 2026-2027 school year, as presented, as recommended by the Superintendent.

Student	School/Experience	Date(s)	Cooperating Teacher
Alexander Clauson	Centenary University	September 25, 2026-Spring 2027	Burton/R. Iaione/Hahn/Tyson
Brenna Maloney	Centenary University	Fall 2026-Spring 2027	Burton/R. Iaione/Hahn/Tyson
Jordyn McHugh	Warren County Community College	Fall 2026-Spring 2027	Burton/R. Iaione/Hahn/Tyson
Carson Mackey	River Valley Community College	January 2027-June 2027	Hannah Foster

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

Employee	Event/Provider	Date(s)	District Cost
Jennifer Feldman	WCCSE WCCSE Fall Articulation Meeting	9/15/26	$5.17 Mileage
Danielle Samuels	Protecting Students in the Digital Realm - East Hanover, NJ	10/22/26	$17.72- Mileage

Selena Donaldson	Open Books Open Minds - Virtual	9/24/26	$125 Substitute
Selena Donaldson	WCCSE Fall Articulation Meeting	9/15/26	$5.17 Mileage $125 Substitute
Selena Donaldson	GATE Mindnastics - Mansfield Hosting	10/27/27	$125 Substitute
Selena Donalson	GATE Physics of Skating	1/28/27	$125 Substitute
Selena Donaldson	GATE 24 Math Game	2/25/27	$125 Substitute
Selena Donaldson	GATE Strategic Thinking	April 2027	$125 Substitute

4. 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**
Tanya Slate	Provisional Teacher Mentor -Christian Shrout	Paid by Mentee	8/31/26
Tori Piccione	Yearbook Co-Advisor	$1,000 Stipend	9/25/26
Selena Donaldson	Yearbook Co-Advisor	$1,000 Stipend	9/25/26

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

Employee	**School/Course**	**Date(s)**	**District Cost**
Selena Donaldson	William Paterson - ELRL 6170 Young Children's Literacy and Curriculum Design	11/2/26-12/20/26	$1873.65

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheney					Richard Stewart				
Vincent Weiss					Alexis DeLeon				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Colette DeRosa									

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 August 28, 2026 through September 24, 2026, as presented, in the amount of $714,186.57, as recommended by the Superintendent.
2. Motion to **Approve no line item transfers for August 2026**.
3. Motion to **Rescind the appointment of Selena Donaldson** for the Bridge Grant Initiative Stipend, as recommended by the Superintendent.
4. Motion to **Approve the following stipends** as part of the BRIDGE Grant initiative, as recommended by the Superintendent.

Kathy Jacoby	Early Literacy Lead	$2500.00

5. 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**
Mansfield Basketball Recreation	Gym	December 2026 through March 2027	Overtime Custodial Fees
Erin Granitski/PEP	Fire Safety Day-Schoolwide	10/8/2026 All Day	0
Erin Granitzski /PEP	MEA Holiday Craft Night - APR	12/2/26 6-8pm	0
Tanya Slate	Winter Concert/ Gym	12/15/26 7pm	0
Gerry Mattessich - Mansfield Meadows Homeowners Association	Homeowner's Association Meeting	11/18/26 6:15-8:30pm	Overtime Custodial Fees
Selena Donaldson	WC Library Visits-Science Lab	10/9,11/13,12/11,1/8 2/19, 3/12, 4/9, 5/14 from 9:15 to 12:00 pm	0
Selena Donaldson	GATE Restaurant Expo-Library or Gym	5/19/26 9:00 am to 11:00am (back up date 5/26)	0
Selena Donaldson	GATE County Event - Mind-Nastics / Library	10/27/26 9am to 1 pm (back up date 10/29)	0
Becky Summit	2nd Grade Dino Dig-Science Lab	4/27/27	PTA Funded

6. WHEREAS, the Mansfield Township Board of Education is eligible to receive federal funding through the Rural Education Achievement Program (REAP) for the 2026–2027 school year; and

   WHEREAS, the New Jersey Department of Education manages and allocates these federal entitlements via the Electronic Web-Enabled Grant (EWEG) system; and

   WHEREAS, the Mansfield Township Board of Education has been awarded a Fiscal Year 2027 REAP grant entitlement in the total amount of $52,578.00; and

WHEREAS, these funds are designated to support local academic enhancement initiatives, technology, or professional development aligned with federal program requirements;

NOW, THEREFORE, BE IT RESOLVED, that the **Mansfield Township Board of Education hereby formally accepts the FY2027 REAP grant funds in the amount of $52,578.00**; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools and the School Business Administrator/Board Secretary are authorized to file the necessary programmatic and fiscal applications, execute contracts, and submit expenditure reports via the EWEG system to implement this grant program in accordance with federal and state regulations.

7. WHEREAS, the Mansfield Township School District owns certain technology equipment that has become obsolete, damaged, or otherwise unusable for its intended operational purposes; and

   WHEREAS, the items listed in the attached schedule ("Exhibit A") have been evaluated by the Technology Department and deemed to have no remaining economic or functional value to the organization; and

   WHEREAS, it is in the best interest of the organization to dispose of these items in an environmentally responsible, secure, and cost-effective manner; and

   WHEREAS, recycling through a certified electronic waste (e-waste) vendor ensures compliance with environmental regulations and guarantees the secure destruction of any residual data;

   NOW, THEREFORE, BE IT RESOLVED by the Mansfield Township Board of Education that:

   1. Approval of Disposal: The technology items detailed in the attached list are officially declared surplus and approved for immediate disposal.
   2. Authorized Method: The Technology Department is authorized to transfer these items to a certified e-waste recycling vendor.
   3. Data Security: The vendor or internal staff must completely sanitize or physically destroy all data storage media prior to final recycling, in accordance with standard data privacy protocols.
   4. Execution of Documents: The Hunterdon ESC Technology Support team is authorized to execute any necessary forms, inventory adjustments, or agreements required to finalize this disposal.

8. WHEREAS, the Mansfield Township School District Board of Education is the owner of two (2) Bretford LAP24 mobile laptop/tablet charging carts (Mansfield Asset ID's 1525 & 1561); and

   WHEREAS, these charging carts have been determined to be surplus equipment, no longer required or necessary for the educational or operational needs of the Mansfield Township School District; and

   WHEREAS, the estimated total value of the equipment is approximately $300 ($150 per unit); and

WHEREAS, New Jersey Public School Contracts Law allows school districts to transfer or donate surplus property to other public entities or educational service commissions without a public sale; and

WHEREAS, the Hunterdon County Educational Services Commission (HCESC) has expressed a desire to accept this equipment for educational or operational use;

NOW, THEREFORE, BE IT RESOLVED by the Mansfield Township School District Board of Education that:

1. Approval of Donation: The Board hereby approves the formal donation of the two (2) Bretford LAP24 charging carts to the Hunterdon County Educational Services Commission (HCESC).
2. As-Is Condition: The equipment is transferred in "as-is" condition, with no warranties expressed or implied by the Mansfield Township School District.
3. Execution of Transfer: The Business Administrator and/or Technology Director is authorized to remove these items from the district's asset inventory and coordinate the pickup or delivery of the carts to HCESC.

10. WHEREAS, the Mansfield Township School District deeply values the health, safety, and well-being of all students, staff, and visitors within our school community; and

    WHEREAS, the district has been offered a generous donation of a LifeVac airway clearance device to be placed within our school facilities for emergency use in the event of a choking incident; and

    WHEREAS, pursuant to Board Policy and New Jersey State Law, all donations, gifts, and grants from private individuals or organizations must be formally accepted and approved by the Board of Education; and

    WHEREAS, the administration has reviewed the utility and safety of the LifeVac device and recommends its acceptance to enhance the district's emergency medical response capabilities;

    NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Township Board of Education hereby formally accepts the donation of the LifeVac device with sincere appreciation to the donor; and

    BE IT FURTHER RESOLVED, that the Superintendent and school nursing staff are authorized to coordinate the proper placement of the device, update emergency protocols as necessary, and ensure that relevant staff members are notified of its availability and instructions for use.

11. WHEREAS, the Mansfield Township Board of Education (hereinafter referred to as the "Board") previously awarded a standalone contract to Griffith Allied Trucking LLC (Allied Oil) for the provision of fuel and oil delivery services to the district; and

    WHEREAS, the Board was informed that effective September 15, 2026, K.W. Rastall Oil, LLC acquired Griffith Allied Trucking LLC (Allied Oil), thereby assuming its operational assets and service obligations; and

WHEREAS, the terms of the original contract remain in full force and effect, and K.W. Rastall Oil, LLC has agreed to honor all pricing, specifications, and conditions outlined in the original award to Griffith Allied Trucking LLC (Allied Oil); and

WHEREAS, K.W. Rastall Oil, LLC has submitted the mandatory New Jersey statutory compliance documentation required for public vendors, including a valid New Jersey Business Registration Certificate (BRC), an updated W-9 Form, and a Chapter 271 Political Contribution Disclosure Form; and

WHEREAS, pursuant to the New Jersey Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.), the Board must formally authorize the assignment of contracts to a successor legal entity before public funds may be disbursed.

NOW, THEREFORE, BE IT RESOLVED by the Mansfield Township Board of Education, in the County of Warren, State of New Jersey, as follows:

1. Contract Assignment: The Board hereby formally approves the assignment of the fuel and oil delivery services contract from Griffith Allied Trucking LLC (Allied Oil) to K.W. Rastall Oil, LLC, effective retroactively to September 15, 2026, for the remainder of the unexpired contract term.
2. Authorization to Procure and Pay: The School Business Administrator/Board Secretary is authorized to update the district's financial systems, issue purchase orders, and process payments to K.W. Rastall Oil, LLC in accordance with the terms of the original contract.
3. Execution of Documents: The Board President and School Business Administrator are hereby authorized to execute any necessary contract amendments or assignment agreements to formalize this transition.

12. **WHEREAS**, the Mansfield Township Board of Education requires professional Learning Disabilities Teacher-Consultant (LDTC) services for the Child Study Team; and

WHEREAS, J&B Therapy, located at PO Box 151, Augusta, NJ 07822, provides qualified educational and therapeutic professionals; and

WHEREAS, the Superintendent recommends the approval of these professional services for the 2026-2027 school year;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent, the Mansfield Township Board of Education hereby approves the contract with J&B Therapy for LDTC services for ~~three (3)~~ *two (2)* days a week at seven (7) hours per day, at a total not to exceed amount of **$60,000 ~~$76,828~~**, for the period commencing September *29* ~~2~~, 2026 through June 11, 2027; and

BE IT FURTHER RESOLVED, that this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 18A:18A-5(a)(1) because such services are rendered or performed by persons authorized by law to practice a recognized profession, are qualitative in nature, and require extensive specialized training; and

BE IT FURTHER RESOLVED, that the Board President and Board Secretary/School Business Administrator are hereby authorized to execute the contract and any other necessary documents on behalf of the Board.

BE IT FURTHER RESOLVED, that notice of this action shall be published in the official district newspaper as required by law./

13. **WHEREAS**, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, Mansfield Township School District desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to become a member of the MCCPC for the period of October 1, 2026 through September 30, 2031.

BE IT RESOLVED, by the Mansfield Township School District, County of Warren, State of New Jersey as follows:

1. The Superintendent of the Mansfield Township Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021 pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is to become a member of the MCCPC for a five (5) year period from October 1, 2023 through September 30, 2031.

2. The School Business Administrator, Gail M. Libby is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC. Morris County Cooperative Pricing Council 502 Millbrook Avenue, Randolph, NJ 07869-3799 Tel: (973) 989.7059 • Fax: (973) 989.7076 2

3. This Resolution shall take effect immediately upon final passage according to law.

4. All appropriate Mansfield Township School District officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

MOTION:					SECOND:				
Name	Ayes	Nays	Abstain	Absent	Name	Ayes	Nays	Abstain	Absent
Sean Breheney					Richard Stewart				
Alexis DeLeon					Colette DeRosa				
Jonathan Lemp					James J. Winand				
Jonathan Rood					Alison Lorentson				
Vincent Weiss									

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:

Thursday, October 22, 2026	Regular Business Meeting
Thursday, November 12, 2026	Regular Business Meeting
Thursday, December 10, 2026	Regular Business Meeting
Wednesday, January 5, 2027	Annual Reorganization Meeting

Executive Session

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.