

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL MEDIA CENTER ROOM  
REGULAR SESSION MEETING AGENDA  
THURSDAY, DECEMBER 14, 2017, 7:30 PM**

**I. Call to Order**

**II. Flag Salute**

**III. Roll Call of the Board of Education**

Mr. Jeffrey Brauner	President
Mr. Brian Jendryka	Vice President
Mrs. Jocelyn deGrandpre	
Mr. Kenneth Elgarten	
Mrs. Gretchen Holquist	
Mr. Aadithya Thayyar	
Mr. Fion Wood	

**IV. Sunshine Law**

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Mendham Township Board of Education has caused notice of this meeting to be published by having date, time, and place thereof posted in the Mendham Township Board of Education Office, sent to the Clerk of Mendham Township, and the Observer Tribune and the Daily Record. This is an official meeting.

**V. Superintendent's Report**

District Updates, News and Events  
Suspension, Truancy, and Emergency/Fire Drill Reports (Attachments)

**VI. Board President's Report**

**VII. Correspondence**

**VIII. Committee Reports**

- **Curriculum and Instruction**
- **Operations and Finance**
- **Personnel and Human Resources**
- **Policy and Planning**

**IX. ACTION ITEMS for December, 2017**

**Approval of Minutes** (Attachments)

Regular Session Meeting: November 21, 2017  
 Closed Executive Session: November 21, 2017

**Curriculum and Instruction**

1. **Revised Curriculum** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption for the 2017-2018 school year of the revised/renewed curriculum listed below:

K-4 Math

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the adoption for the 2017-2018 school year of the new curriculum listed below:

K-4 Reading

2. **Elementary School Field Trips–Confirmation of Previously Approved Proposed Field Trip** (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education reapprove the following field trip for the 2017-2018 school year which were approved conceptually by the Board on July 25, 2017:

<b>Date</b>	<b>Grade</b>	<b>Activity</b>	<b>Cost to Board</b>	<b>Cost to Students</b>	<b>Chaperones</b>
12/19/17 3:45 pm	Grades 3 & 4 Tiger Singers	Singing at Holly Manor Parents to provide transportation	-0-	-0-	Alice Allen
4/11/18 6-6:30 pm	Grades 3 & 4 Tiger Singers	Perform at Rockaway Mall Project	-0-	-0-	Alice Allen
1/29/18 9:15-11:45am	Kindergarten	Mayo Community Theater <u>Click Clack Moo, Cows That Type</u>	busing	\$15.25	Alice Allen Laurel Culbertson Amy Williamson

3. **Middle School Field Trip–Confirmation of Previously Approved Proposed Field Trip** (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education reapprove the following field trips for the 2017-2018 school year which were approved conceptually by the Board on July 25, 2017:

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
1/12/18 7am-8pm	Grade 8	NYC, NY Buses provided through Short Hills Tours	-0-	\$195	Corinne Butler Stacey Bray Michal Ferenc, Allie Perrotta Francesca Hare Nancy Brychta James Haggerty Perry Hooker Liz Barter Donna CasaGrande Nurse- Sharon Wright

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate of \$120.00 for field trips which extend the day by more than two (2) hours to the above listed chaperones for the Grade 8 New York City Field Trip.

4. Middle School Field Trip Cancellation and New Replacement Field Trip

BE IT RESOLVED that the Mendham Township Board of Education approves the cancellation of the previously approved field trip to Overlook Farms in Rutland MA on June 1, 2, and 3, 2018 due to the facility ceasing operations.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the following new Middle School field trip for the 2017-2018 school year in lieu of the Overlook Farm Trip:

DATE	Activity	Description / Note
April 27, 28 & 29, 2018 Cost to Board Add'l chaperone hrs. – 2 overnights	Club Getaway, Kent, Connecticut Team building, conflict resolution, communication, problem-solving, leadership skills through project based learning and outdoor adventure	Selected 7 <sup>th</sup> graders.  Chaperones to be named at a later date

5. Morris-Union Jointure Commission Membership

BE IT RESOLVED that the Mendham Township Board of Education approves membership in the Morris-Union Jointure Commission for the 2017-2018 school year at an annual membership fee of \$6,922.20.

**Operations and Finance**

1. October 2017 Certification Reports

BE IT RESOLVED that the Mendham Township Board of Education certify pursuant to N.J.A.C. 6A:23-2.11 that as of November 2017 after review of the appropriations section of the October 2017 Secretary's monthly fiscal reports and upon consultation with the Business Administrator to the best of our knowledge, no major account or funds has been

over expended in violation of N.J.A.C. 6A:23-2.11 and sufficient funds are available for the remainder of the fiscal year.

2. Board Secretary’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2017 Board Secretary’s Reports. (Attachment)

3. Treasurer’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2017 Treasurer’s Reports. (Attachment)

4. October 2017 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2017 transfer report. (Attachments)

5. December 2017 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the November 2017 Bills List.

Fund 10 – General Fund	\$ 561,833.62
Fund 20	\$ 11,123.70
Fund 40	\$ 350,037.50
Fund 60	\$ 26,227.39
Fund 61 - PreK	\$ 0.00

6. District Travel

BE IT RESOLVED that the Mendham Board of Education approves the listed travel events in agreement with Chapter 53, Public Law 2007, NJSA 18A:11-12, NJAC 6A:23A-1. All mileage will be reimbursed at the maximum NJ Circular 08-19-OMB rate (currently \$0.31 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
MTES Holiday Sing-Along	12/11/17 12/13/17	Alice Allen	-0-	Substitute Coverage
Wilson Language Training Foundations – Level K Newgrange School Hamilton NJ	12/11/17	Carolyn Allen	\$350	\$350 plus mileage reimbursement and substitute coverage
Wilson Language Training Foundations- Level 1 Newgrange School Hamilton NJ	12/12/17	Tiffany Reed Eugenia Mastrogiannakos	\$350 each	\$350 plus mileage reimbursement and substitute coverage Each
Wilson Language Training Foundations – Level 2 Newgrange School Hamilton NJ	12/13/17	Julianne Kotcho  Theresa Milow	\$350  \$350	\$350 plus mileage reimbursement

				\$350 plus mileage reimbursement and substitute coverage
Wilson Language Training Foundations – Level 3 Newgrange School Hamilton NJ	12/14/17	Laura Porrevecchio Claire Riina	\$350 each	\$350 plus mileage reimbursement and substitute coverage Each
TECHSPO 2018 Atlantic City, NJ	1/25/18 1/26/18	Charles Gallo	\$425 \$99 + tax lodging	\$425 plus lodging, mileage reimbursement and substitute coverage
2018-2019 Kindergarten and PreK Registration	2/1/18 2/2/18 2/12/18 2/13/18	Michelle Hofmann	-0-	Substitute Coverage
School Nurses Best, Current Practices for School Medical Emergencies West Orange, NJ	2/26/18	Erin Giarrusso	\$259	\$259 plus substitute coverage
SYPI DPP Enrich Your Curriculum – Wisdom & Light from Traditional Chinese Culture	5/2/18	Sarah Bizzarro	\$249	\$249 plus mileage reimbursement and substitute coverage

7. Use of District Facilities

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2017-2018 school year with the right to cancel based on school events and needs:

<b>Organization</b>	<b><u>Location</u></b>	<b><u>Dates</u></b>	<b><u>Times</u></b>	<b>Resp. Party</b>
MCAW (Morris County Arts Workshop)	<u>ES</u> Gym Classroom	Mondays – Fridays 1/8/18 – 3/12/18	8:00 am – 8:45 am 3:45 pm – 4:45 pm	Jane Shatz
	<u>MS</u> Gym Classroom		7:15 am – 8:00 am 2:55 pm – 3:55 pm	
Girl Scouts	<u>MS</u> MPR	Monday 12/11/17	3:00 pm – 5:00 pm	Nancy Wintz
The Mendham Kids Club	<u>ES</u> Gym Tech Lab Makerspace Playground	Spring Break Camp Monday – Friday 3/26/18 – 3/29/18	9:00 am – 3:00 pm	Charles Gallo
		Summer Camp Monday – Friday 6/20/18 – 8/3/18	9:00 am – 3:00 pm	

❖ Subject to change due to conflicts with Mendham Township School events.

8. Comprehensive Annual Financial Report (CAFR) 2016-2017

BE IT RESOLVED that the Mendham Township Board of Education approves and accepts the June 30, 2017 Comprehensive Annual Financial Report prepared by Cannone & Company without any financial recommendations or findings.

9. Educational Based Services (EBS Contract)

BE IT RESOLVED, that the Mendham Township Board of education approves the contract and services agreement with Educational Based Services (EBS), to provide special education services and supports including, but not limited to; related services and paraprofessional supports. This agreement shall commence on December 15, 2017.

10. Contract with the New Jersey School Boards Association - Strategic Planning Renewal

BE IT RESOLVED, that the Mendham Township Board of Education contracts with the New Jersey School Boards Association to provide services related to the development and adoption of an updated Strategic Plan for the district. These all inclusive services will be provided at a cost of \$4,000. (Attachment)

**Personnel and Human Resources**

1. Substitute Coverage for Before Care and After Care

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Susan Oths and Allison Kentos as Substitutes for the Before Care and After Care Programs on an as needed basis at an hourly rate of \$17.25.

2. New Hires & Appointment Revision -Transportation for the 2017-18 school year

BE IT RESOLVED that the Mendham Township Board of Education approves revising the reappointment of the following Non-MTEA member support staff, Transportation Driver, for the remainder of the 2017-2018 school year, effective January 2, 2018:

Name	Job Title	Salary/(Hr)	2017-18 Salary - remainder
Steven Molnar	Transportation Driver	\$29.22 (remains the same)	\$31,557.60 prorated
James Castiglione	Transportation Driver	\$25.10 (remains the same)	\$22,590.00 prorated

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of JoAnn Meyler, a current Substitute Transportation Driver, as a Transportation Driver for the remainder of the 2017-2018 school year, effective January 2, 2018:

Name	Job Title	Salary/(Hr)	2017-18 Salary - remainder
JoAnn Meyler	Transportation Driver	\$25.10	\$19,201.50 prorated

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Linda Feick as a Transportation Driver for the remainder of

the 2017-2018 school year, effective January 2, 2018, pending receipt of required documentation:

Name	Job Title	Salary/(Hr)	2017-18 Salary - remainder
Linda Feick	Transportation Driver	\$25.10	\$19,201.50 prorated

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Jacqueline Polo as a Transportation Aide for the remainder of the 2017-2018 school year, effective January 2, 2018, pending receipt of required documentation:

Name	Job Title	Salary/(Hr)
Jacqueline Polo	Transportation Aide	\$23.70 for 2 hours am

3. New Hire: Head Custodian, Christopher Hemmings

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Christopher L. Hemmings as a Head Custodian FOR THE 2017-2018 school year at an annual salary of \$40,000.00 to be pro-rated, effective December 15, 2017. The position will be compensated as an annual stipend of \$5,000 for the 2017-2018 school year which will be prorated from December 15, 2017.

4. New Hire: Preschool One on One Instructional Aide, Carol Jean Floegel

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Carol Jean Floegel as a One on One Instructional Aide for the 2017-2018 school year, effective December 18, 2017, at an hourly rate of \$17.25 for 5.75 hours per day.

5. New Hire – Media Specialist, Tracy Newton

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Tracy Newton, Library-Media Specialist, for the 2017-2018 school year, at an annual salary of \$68,248.00 prorated, BA+45/MA, Step 15, effective upon her contractual release by Bernards Township Board of Education (Attachment)

6. New Hire: Substitute Transportation Driver

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following Substitute Transportation Driver for the 2017-2018 school year at an hourly rate of \$22.86:

Anthony Pessolano

7. New Hire: Substitute Custodian

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Jose Enrique Benitez as a substitute custodian pending receipt of required documentation for the 2017-2018 school year at a rate of \$13.50 per hour.

8. School Safety Specialist Appointment – Robert Koroski

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Robert Koroski as the Mendham Township School District School Safety Specialist for the 2017-2018 school year.

9. Revision (hours) to the Reappointment of MTEA member support staff for the 2017-18 school year

BE IT RESOLVED, that the Mendham Township Board of Education approves revising the following MTEA member support staff reappointments for the 2017-2018 school year, effective December 18, 2017:

<u>MTEA Member</u>	<u>Job Title</u>	<u>Hours</u>	<u>Salary</u>
Erin Santos	Part-Time Instructional Aide	5.95 hours for 180 days	\$17.25/hr
Lauren DelPlato	Part-time Instructional Aide	5.95 hours for 180 days	\$16.78/hr

10. Additional Coverage - Suzanne Molnar

BE IT RESOLVED, that the Mendham Township Board of Education approves Suzanne Molnar for having provided 1.25 hours coverage in addition to contractual hours on November 28, 2017 at her contractual rate.

**Policy and Planning**

1. Second Reading and Adoption (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves for second reading and adoption the following policies and regulations:

Policy 3284      Locker Room Supervision  
Policy 7461      District Sustainability  
Policy 8860      Memorial

**X. Discussion**

**XI. Verbal Communications from the Public**

**XII. Adjourn to Closed EXECUTIVE SESSION**

WHEREAS, Chapter 231 P.L. 1975, also known as the Sunshine Law, authorizes a public body to meeting in executive session under certain limited circumstances, and

WHEREAS, said law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session.



NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Mendham Township that it does hereby determine that it is necessary to meet in executive session at this time to discuss a personnel and student matter. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

**XIII. Reconvene Open Work Session Meeting**

**XIV. Adjournment**