

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM
(MEETING IS BEING HELD VIRTUALLY,
NO IN-PERSON ATTENDANCE WILL BE ALLOWED)
WORK SESSION MEETING AGENDA
TUESDAY, APRIL 21, 2020, 7:30 PM**

I. Call to Order

II. Flag Salute

III. Roll Call of the Board of Education

Mrs. Gretchen Holquist	President
Mr. Aadithya Thayyar	Vice President
Mr. Andrew Christmann	
Mr. Peter Dumovic	
Mrs. Heather Fraser	
Mr. Richard Gondek	
Mrs. Joan Mody	

IV. Sunshine Law

The New Jersey Open Public Meetings Law was enacted to ensure 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, Mendham Township Board of Education has caused notice of this meeting to be published by having the 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

VI. Board Secretary's Report

VII. Board President's Report

VIII. Correspondence

IX. Committee Reports

➤ **Curriculum and Instruction**
➤ **Operations and Finance**
➤ **Personnel and Human Resources**
➤ **Policy**

X. Consent Items

Approval of Minutes

Operations and Finance

1. **Certification Reports**

BE IT RESOLVED that the Mendham Township Board of Education certify pursuant to N.J.S.A. 18A:19-4, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation, and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the month of March 2020 that no major accounts and fund balances in the 2019/2020 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. **March 2020 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2020 transfer report.

3. **April 2020 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final April 2020 Bills List. This includes payroll checks N0167 through N0175.

Fund 10	\$
Fund 11	\$
Fund 20	\$
Fund 60	\$
Fund 95	\$
Total:	\$

4. **Universal Service Fund (E-Rate) Service Agreement/On-Tech 2020-2021 School Year** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the service agreement for processing Universal Fund (E-Rate) applications for the 2020-2021 school year with On-Tech of Red Bank, NJ.

5. **Acceptance of Donation from the HSA** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the donation of a storage shed, valued at \$4,724.25, from the HSA to house Middle School play supplies.

6. **2020-2021 Joint Transportation Agreement with Educational Services Commission of Morris County** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the 2020-2021 Joint Transportation Agreement between the Mendham Township Board of Education and the Educational Services Commission of Morris County.

Personnel and Human Resources

1. Staff Retirement - Christa Pico

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of retirement from Christa Pico, Transportation Driver, dated April 1, 2020, and effective May 31, 2020.

2. New Hire - Grade 5 English Language Arts Teacher, Jessica Mallonee *(Attachments)*

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Jessica Mallonee, Grade 5 English Language Arts Teacher, for the 2020-2021 school year, at an annual salary of \$57,795, BA+45/MA, Step 1.

Policy and Planning

1. Second Reading *(Attachments)*

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

P 0152	Board Officers (Revised)
P 1581	Domestic Violence (M) (Revised)
R 1581	Domestic Violence (M) (New)
P 2422	Health and Physical Education (M) (Revised)
P 3421.13	Postnatal Accommodations (New)
P 4421.13	Postnatal Accommodations (New)
P & R 5330	Administration of Medication (M) (Revised)
P 7243	Supervision of Construction (M) (Revised)
P 8210	School Year (Revised)
P 8220	School Day (M) (Revised)
R 8220	School Closings (Revised)
P 8462	Reporting Potentially Missing or Abused Children (M) (Revised)

XI. Action Items

Curriculum and Instruction

1. Middle School Distance Learning - Books

BE IT RESOLVED that the Mendham Township Board of Education approves the following books for distance learning:

Fish in a Tree by Lynda Hunt (grade 5 & 6)
The Hunger Games by Suzanne Collins

Operations and Finance

1. ADOPTION OF THE REVISED TENTATIVE BUDGET 2020-2021

A. **BUDGET AND PUBLIC HEARING**

BE IT RESOLVED that the Mendham Township Board of Education approves and authorizes the submission of the revised tentative budget for the 2020-2021 School Year to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2020-21 Total Expenditures	19,714,282	130,000	1,171,175	21,015,457
Less: Anticipated Revenues	3,082,198	130,000	225,000	3,437,198
Taxes to be Raised	16,632,084	0	946,175	17,578,259

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Mendham Township Elementary Staff Development Room virtually (no in-person attendance will be allowed) at 18 West Main Street, Brookside, New Jersey, on May 5, 2020, at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year

XII. Discussion

XIII. Verbal Communications from the Public

XIV. Adjournment