

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM
REGULAR SESSION MEETING AGENDA
TUESDAY, DECEMBER 10, 2019, 7:30 PM**

I. Call to Order

II. Flag Salute

III. Roll Call of the Board of Education

Mr. Brian Jendryka President
Mr. Aadithya Thayyar Vice President
Mr. Peter Dumovic
Mrs. Heather Fraser
Mr. Richard Gondek
Mrs. Gretchen Holquist
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.

Sunshine Law - Motion to Participate

THAT the Mendham Township Board of Education approves the participation of Peter Dumovic via Skype and/or telephone for the public and executive portions of its public Regular Meeting on December 10, 2019.

Mr. Dumovic, must confirm that he/she can hear the discourse amongst Board Members and inform the Board President if he/she cannot. In addition, said Board Member must state for the record that he/she will comply with the rules of Executive or Closed Session and will be alone during the deliberations.

V. Superintendent's Report

- District Updates, News and Events
- Suspension, Truancy, and Emergency/Fire Drill Reports (*Attachments*)
- Presentation - Parette Somjen Architects

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**

X. Consent Items

Approval of Minutes

Regular Session Minutes: November 19, 2019

Approval of Executive Minutes - None

Curriculum and Instruction

1. Middle School - Approval of Instructional Materials 2019 - 2020

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of the following Middle School Language Arts textbooks and instructional material (Primary: Books directly correlated to curriculum; Supplemental: Books used to expand content and or format of primary books):

Grade Level	Title	Primary/Supplemental
Fifth Grade	Sadlier Grammar Workbook	Primary

2. Middle School Field Trip - Confirmation of Field Trip (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trip for the 2019 - 2020 school year, previously approved by the Board on July 16, 2019.

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
01/24/20	Grades 7 & 8 Choral Students	West Morris Area Choral Festival, W.M. Central High School Chester, NJ	\$0 District Bus	\$0 District Bus	Ignacio Angulo-Pizarro Alexandra Perrotta

3. Elementary School - Parent Led Recess

BE IT RESOLVED that the Mendham Township Board of Education approves the following parent led recess activities, to be held in the Elementary School Staff Development Room, for the 2019 - 2020 school year:

Dates	Activity	Parent Volunteer
12/04/19, 12/11/19, 12/17/19, 12/18/19	Yoga Recess	Lyndy Hepplewhite
12/05/19, 12/12/19, 12/19/19	Craft Recess	Sasha Avery
12/03/19, 12/10/19, 12/17/19	Craft Recess	Rachael Colasante
12/16	Craft Recess	Jane Leonard

4. **Elementary School Holiday Sing A Long** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves the song list for the Elementary School Holiday Sing A Long to be held on December 20, 2019.

5. **Contract with Behavioral Care**

BE IT RESOLVED that the Mendham Township Board of Education approves the contract with Tri-County Behavioral Care, LLC for the remainder of the 2019-2020 school year for referring and providing School Clearance Assessment (SCA) services at a cost of \$100 per SCA.

Operations and Finance

1. **December 2019 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 December 2019 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. **Board Secretary's Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the November 2019 Board Secretary's Reports.

3. **Treasurer's Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the November 2019 Treasurer's Reports.

4. **December 2019 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approves the December 2019 transfer report.

5. **2019 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final December 2019 Bills List. This includes payroll checks N0131 through N0135.

Fund 10	\$ 23,369.75
Fund 11	\$ 775,013.96
Fund 20	\$ 10,257.95
Fund 40	\$ 359,750.00
Fund 60	\$ 32,745.76

Total: \$1,201,137.42

6. **Use of District Facilities**

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2019 - 2020 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
West Morris Community Concert Band	<u>MS</u> Band Room	Thursdays 01/02/20-06/04/20	7:00PM-9:15PM	Gary Quam
Morris County Arts Workshop	<u>ES</u> Gym Classrooms	Mondays - Friday 01/06/20-03/16/20	8:00AM-8:45AM 3:45PM-4:45PM	Jane Shatz
GRIT 360 (Basketball)	<u>MS</u> Gyms	TBD - Depending on gym availability	TBD	Kerry Foderingham

7. **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 \$0.35 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
"Blue Ribbon" State Ceremony Trenton, NJ	12/04/19	Carolyn Allen	Mileage Reimbursement + Substitute Coverage	Mileage Reimbursement + Substitute Coverage
Student Screening In District	12/04/19	Katelyn Safko	Substitute Coverage	Substitute Coverage
Observe F. Hare at	12/09/19	Sarah Bizzarro	Substitute	Substitute

MTMS			Coverage	Coverage
Public Health Nursing Vaccine Workshop Flemington, NJ	12/12/19	Katelyn Safko	Mileage Reimbursement + Substitute Coverage	Mileage Reimbursement + Substitute Coverage
3rd Grade Musical In District	12/10/19 <i>Snow date</i> 12/11/19	Alice Allen	Substitute Coverage	Substitute Coverage
School Nurses: Enhance Effective Medical Emergency Response Teams at Each of Your School Sites West Orange, NJ	01/16/20	Erin Giarrusso Katelyn Safko	\$295.00 each + Mileage Reimbursement + Substitute Coverage	\$295.00 each + Mileage Reimbursement + Substitute Coverage
Section 504 in NJ South Plainfield, NJ	02/28/20	Carolyn Johnson	\$219.00 + Mileage Reimbursement	\$219.00 + Mileage Reimbursement
School Transportation Supervisors Conference Atlantic City, NJ	03/26/20	Margaret Hogan	\$175.00 + \$82.00 Hotel + Mileage Reimbursement	\$175.00 + \$82.00 Hotel + Mileage Reimbursement

8. **Health and Safety Evaluation of School Buildings Facilities**

BE IT RESOLVED that the Mendham Township Board of Education approves the submittal of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurances (SOA) to the New Jersey Department of Education for the 2019 - 2020 school year.

Personnel and Human Resources

1. **Transportation Driver - Sami Haile**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Sami Haile, Substitute Driver to Full Time Driver, for the 2019 - 2020 school year effective January 2, 2020 at a prorated salary of \$28,490.40.

2. **Leave of Absence - Sondra Farnon (Attachment)**

BE IT RESOLVED that the Board hereby approves Sondra Farnon, School Bus Driver, for a leave of absence, having received Doctor's certification, commencing November 11, 2019 under the Federal Family Medical Leave Act (FMLA), ending after Six (6) weeks on January 1, 2020, while utilizing Twenty-Seven (27) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves Sondra Farnon with an anticipated return to work date of January 2, 2020.

3. **Revised - Elementary School Schedule B Stipend Position 2019 - 2020**

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2019 - 2020 Co-Curricular Stipend position for the Elementary School:

Activity	2019 - 2020 Salary	Staff Member
School Publication Advisor	\$1,802.00	Tracy Newton

4. **Substitute Coverage for Pre-K Before and After Care**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Dawn Cullinan as Substitute for the Pre-K Before and After Care Program on an as needed basis at an hourly rate of \$18.15 per hour for the 2019 - 2020 school year.

5. **Revised Leave Replacement Substitute Teacher - Linda Scherba**

BE IT RESOLVED that the Mendham Township Board of Education approves Linda Scherba, Leave Replacement World Language Teacher, for the 2019 - 2020 school year effective October 21, 2019 to the revised date of February 28, 2020, previously approved by the Board on October 29, 2019.

6. **Elementary School - Student Teachers** (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approves the following student teachers and their cooperating teachers for the 2019 - 2020 school year:

Student	Cooperating Teacher	Dates
Tara Baggio School of Education American University	Diane Barlow	01/13/20 - 04/20/20
Marlene Lupo College of Education Grand Canyon University	Laura Porrovecchio	01/2020 for 16 weeks

X. ACTION ITEMS - None

XI. Discussion

XII. 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 meet in executive session under certain limited circumstances, and

WHEREAS, said the 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 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.

XIV. Reconvene Open Work Session Meeting

XV. Adjournment