

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM
REGULAR SESSION MEETING AGENDA
TUESDAY, NOVEMBER 19, 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.

Motion to Participate

THAT the Mendham Township Board of Education approves the participation of Board Member, Richard Gondek, via Skype and/or telephone for the public and executive portions of its public REGULAR SESSION meeting on November 19, 2019

Board Member Richard Gondek 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*)
- Sustainability Presentation from Mrs. Newton and Mrs. Parke
- Middle School Girls & Boys Cross Country Champs and Coach DePugh (*Attachments*)
- Middle School Boys Soccer Champs and Coach Haggerty (*Attachments*)

VI. Board Secretary's Report

VII. Board President's Report

Proclamation:

2019 - 2020 Morris County Boys Soccer Champions

WHEREAS, The Mendham Township Middle School Boys Soccer Team has learned valuable lessons on the field that do and will contribute to who they are as students and athletes; and

WHEREAS, The Mendham Township Middle School Boys Soccer Team has had a tremendous winning season during the 2019-2020 school year; and

WHEREAS, The Mendham Township Middle School Boys Soccer Team has won the Morris County Middle School Championship title; and

WHEREAS, The Mendham Township Middle School Boys Soccer Team's team spirit serves as a role model to their classmates and community;

NOW WHEREAS, I, Brian Jendryka, President of the Mendham Township Board of Education do hereby congratulate you on behalf of the entire Board of Education, the Administration, and Staff and extend their heartfelt congratulations and recognition.

Proclamation:

2019 - 2020 Morris County Girls Cross Country Champions

WHEREAS, The Mendham Township Middle School Girls Cross Country Team has learned valuable lessons on the field that do and will contribute to who they are as students and athletes; and

WHEREAS, The Mendham Township Middle School Girls Cross Country Team has had a tremendous winning season during the 2019-2020 school year; and

WHEREAS, The Mendham Township Middle School Girls Cross Country Team has won the Morris County Middle School Championship title; and

WHEREAS, The Mendham Township Middle School Girls Cross Country Team's team spirit serves as a role model to their classmates and community;

NOW WHEREAS, I, Brian Jendryka, President of the Mendham Township Board of Education do hereby congratulate you on behalf of the entire Board of Education, the Administration, and Staff and extend their heartfelt congratulations and recognition.

Proclamation:

2019 - 2020 Morris County Boys Cross Country Champions

WHEREAS, The Mendham Township Middle School Boys Cross Country Team has learned valuable lessons on the field that do and will contribute to who they are as students and athletes; and

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WHEREAS, The Mendham Township Middle School Boys Cross Country Team has won the Morris County Middle School Championship title; and

WHEREAS, The Mendham Township Middle School Boys Cross Country Team’s team spirit serves as a role model to their classmates and community;

NOW WHEREAS, I, Brian Jendryka, President of the Mendham Township Board of Education do hereby congratulate you on behalf of the entire Board of Education, the Administration, and Staff and extend their heartfelt congratulations and recognition.

VIII. Correspondence

IX. Committee Reports

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

X. Report of Election - November 5, 2019

Results of the November 5, 2019, School Board Elections for three, three-year terms on the Mendham Township Board of Education were as follows:

<u>Candidates (Three Candidates - For 3-Year Term)</u>	<u>Total Votes</u>
Andrew Christmann	1,114
Gretchen Holquist	1,118
Joan Mody	1,112

XI. Consent Items

Approval of Minutes

Work Session Minutes: October 15, 2019
Regular Session Minutes: October 29, 2019

Approval of Executive Minutes

Executive Session Minutes: None
Executive Session Minutes: None

Curriculum and Instruction

1. **New - Elementary School Field Trip** (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approves the following Elementary School field trip for the 2019 - 2020 school year.

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
12/19/19	Grades 3 & 4 Tiger Singers	Singing Holiday Carols Holly Manor, Mendham	\$0 Parents will take children to and from Holly Manor	\$0	Alice Allen

2. **Elementary School Field Trip - Confirmation of Previously Approved**

(*Attachment*)

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

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
04/22/19	Grades 3 & 4 Quest Students	Tour NYC to educate students on types of bridges, buildings, important infrastructure around Manhattan 62 Chelsea Piers, NYC	\$0 Charter Bus	\$87.50	Dori Smyth

3. **Revised - Middle School Field Trip to Dorney Park**

BE IT RESOLVED that the Mendham Township Board of Education approves the Middle School Chorus to join the Middle School Band and Orchestra to Dorney Park for a music competition on May 1, 2020, previously approved by the Board on July 16, 2019.

Operations and Finance

1. **November 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 November 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 October 2019 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **November 2019 Transfer Reports**

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

5. **2019 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final November 2019 Bills List. This includes payroll checks N0123 through N0130.

Fund 10	\$ 47,315.90
Fund 11	\$1,588,362.00
Fund 20	\$ 14,304.95
Fund 60	\$ 32,108.67
Fund 80	\$ 15,847.00
Fund 95	\$ <u>1,744.00</u>

Total: \$1,699,682.52

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 \$0.35 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Grade Level 4 Planning prompts, coordinating expectations	11/19/19	Diane Barlow Dawn Cullinan Lisa Lombardo Theresa McNamara	Substitute Coverage	Substitute Coverage

<i>In District</i>				
P.E. Observation Hilltop Elementary, Mendham, NJ	11/25/19	Gregory Gormly	Substitute Coverage	Substitute Coverage
Social Media and Suicide Piscataway, NJ	12/05/19	Elyse Greenbaum	\$95.00 + Mileage Reimbursement	\$95.00 + Mileage Reimbursement
Campus Emergencies: Prevention, Response, and Recovery Rockaway, NJ	12/10/19	Robert Koroski	\$0	\$0
Develop Growth Mindset in Math to Increase Perseverance W. Orange, NJ	12/10/19	Diane Barlow Erica Parke	\$279.00 Each +Mileage Reimbursement Substitute Coverage	\$279.00 Each +Mileage Reimbursement Substitute Coverage
Comprehensive Active Shooter Management for Schools Parsippany, NJ	12/12/19	Robert Koroski	\$0	\$0
World Language Teaching Practices and Strategies with J. Goebel Butler, NJ	03/16/19	Elizabeth Hollman Amanda Porter	Mileage Reimbursement	Mileage Reimbursement

7. **Acceptance of Donation from West Morris Mendham High School Cheerleading Booster Club**

BE IT RESOLVED that the Mendham Township Board of Education accepts the donation of cheerleading mats from the West Morris Mendham High School Cheerleading Squad for our Middle School Cheerleading Team.

8. **Field Trip Charter Bus Transportation**

BE IT RESOLVED that the Mendham Township Board of Education approves Passaic Valley Coaches to provide one (1) additional bus, at a cost of \$1,840.00, for the

Mendham Township Middle School field trip to Dorney Park, PA on May 1, 2020
 Transportation previously approved by the Board on July 16, 2019.

Personnel and Human Resources

1. Middle School Schedule B Stipend Position 2019 - 2020

BE IT RESOLVED that the Board of Education approves the following Middle School Schedule B Stipend Position for the 2019 - 2020:

Activity	2019 - 2020 Salary	Staff Members
Girls on the Run	\$225.00 base + max of ten events @ \$56.00 each, not to exceed a total of \$785.00 EACH	Megan Ryan Alexandra Perrotta

2. Middle School Schedule C Stipend Position 2019 - 2020

BE IT RESOLVED that the Board of Education approves the following Middle School Schedule C Stipend Position for the 2019 - 2020:

Activity	2019 - 2020 Salary	Staff Members
Basketball Coach "Practice Squad"	Ten practices for a total of \$847.34	Perry Hooker

3. Middle School Chaperones: Grades 5th & 6th Student Council Dance

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following chaperones, at the contractual rate of \$100.00 each for events that start after contractual hours, for the Middle School 5th and 6th Grades Student Council Dance on October 25, 2019:

Maria Doto (replacing Matthew Viggiano)
 Fernando Rivera (replacing Kelly Wilce)

4. Middle School Chaperones: Math Museum, NY Field Trip

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following chaperones, at the contractual rate of \$120.00 for field trips which extend the day by more than two (2) hours, for October 30, 2019, Middle School 6th Grade Math Museum, NY field trip:

Cindy Blood
 Gina Sodora
 Jennifer Vazquez

5. Middle School Chaperone: Metropolitan Museum of Art, NY Field Trip

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following chaperone, at the contractual rate of \$120.00 for field trips which

extend the day by more than two (2) hours, for November 2, 2019, Middle School Metropolitan Museum of Art, NY:

Francesca Hare

6. **Middle School Chaperone: Student Council Tik Tok Challenge**

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following chaperone, at the contractual rate of \$100.00 each for event that start after contractual hours, for the Middle School Student Council Tik Tok Challenge on November 15, 2019:

Alexandra Perrotta

7. **Middle School Zero Period Soccer - Perry Hooker Volunteer**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Middle School Zero Period activity for the 2019 - 2020 school year:

Zero Period - Activity	Dates	Staff Member
Girls & Boys Soccer Clinics	1 period per week, starting the first week of December 2019 until the end of May 2020	Perry Hooker/ Volunteer

8. **William Paterson University Student Kelly Mabin** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves Carolyn Johnson, Elementary School Counselor to mentor student Kelly Mabin, William Paterson University Master's Program in School Counseling, starting January of 2020 and continue through the Fall, 2020 and Spring 2021 semesters.

9. **Staff Retirement - Michael Novak** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of retirement from Michael Novak, Mendham Township Transportation Driver, effective January 2, 2020.

10. **Staff Resignation - Sara Samaan**

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Sara Samaan, Middle School Language Arts Teacher, effective November 15, 2019.

11. **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 December 20, 2019, previously approved by the Board on October 29, 2019.

12. **Leave of Absence - Alison Kentos**

BE IT RESOLVED that the Board hereby approves Alison Kento's, Elementary School Teacher, for a leave of absence, commencing October 23, 2019, under the Federal Family Medical Leave Act (FMLA), ending after 2 weeks on November 5, 2019, while utilizing a total of seven and a half (7.5) sick days. (6 Full Days & 3 Half Days)

BE IT FURTHER RESOLVED that the Board hereby approves Alison Kentos with an anticipated return to work date of November 6, 2019.

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