

**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
WEDNESDAY, AUGUST 12, 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

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

Work Session Minutes:	July 16, 2020
Regular Session Minutes:	July 21, 2020

Approval of Executive Minutes: July 21, 2020

Curriculum and Instruction

1. **Professional Development Plan**
BE IT RESOLVED that the Mendham Township Board of Education approves the 2020 - 2021 Professional Development Plan.
2. **Mentoring Plan**
BE IT RESOLVED that the Mendham Township Board of Education approves the 2020 - 2021 Mentoring Plan.
3. **Tuition Contract with Intensive Therapeutics, Inc.**
BE IT RESOLVED that the Mendham Township Board of Education approves the contract with Intensive Therapeutics, Inc. for OT/Speech group therapy for 06/26/20 to 07/24/20, 6 hours a day for 19 days for one (1) student (14353494) at a cost of \$3,000.00.
4. **Tuition Contract with ECLC of New Jersey, commencing July 6, 2020**
BE IT RESOLVED that the Mendham Township Board of Education approves the tuition contract with ECLC of New Jersey for the 2020 - 2021 school year, commencing on July 6, 2020, 200 billable days, for one student (10408) as per IEP at a per diem cost of \$310.11 for a total annual cost of \$62,202.22.
5. **BCBA Services**
BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler to provide Behavioral Consultation for 1 student (ID 15028941) for 3 hours a week commencing August 26, 2020 through June 9, 2021 for a total of 108 hours @ \$80.00 per hour totaling \$8,240.00.
6. **BCBA Services**
BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler to provide Behavioral Consultation for 1 student for 3 hours a week commencing August 26, 2020 through June 9, 2021 for a total of 108 hours @ \$80.00 per hour totaling \$8,240.00.

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 August 2020 that no major accounts and fund balances in the 2020/2021 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. **August 2020 Transfer Reports**
BE IT RESOLVED that the Mendham Township Board of Education approves the July 2020 transfer report.

3. **August 2020 Bills List**
BE IT RESOLVED that the Mendham Township Board of Education approves the final August 2020 Bills List. This includes payroll checks N0184 through N0186 and N0189 through N0191 and N193.

Fund 10	\$
Fund 11	\$
Fund 20	\$
Fund 40	\$
Fund 60	\$
Total:	\$

4. **Emergent Use of School Buses Agreement - West Morris Regional High School District**
BE IT RESOLVED that the Mendham Township Board of Education approves the Emergent Use of School Buses Agreement with the Mendham Township Board of Education and the West Morris Regional High School District Board of Education for the 2020 - 2021 school year.

5. **2020 - 2021 Transportation Services - Dover Board of Education**
BE IT RESOLVED that the Mendham Township Board of Education approves Dover Board of Education to supply transportation services on an as-needed basis.

6. **2020 - 2021 Transportation Services - Washington Township Board of Education**
BE IT RESOLVED that the Mendham Township Board of Education approves Washington Township Board of Education to supply transportation services on an as-needed basis.

Personnel and Human Resources

1. **Mentors for Provisional Teachers**
BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following to serve as a mentor during the Provisional Teacher Certification process:

Mentor	Provisional Teacher	Certification	Compensation
Russell Branch	Lauren Johnson	Provisional	\$550.00
Tara Horutz	Jessica Mallonee	CEAS	\$550.00
Carol Hueston	Lauren Procanik	CEAS	\$550.00

2. **Substitute Employee Chart**

BE IT RESOLVED that the Mendham Township Board of Education approves the following substitute rates for the 2020 - 2021 school year:

Substitute Clerical	\$13.00 per hour
Substitute Custodian	\$13.50 per hour
Substitute Cafeteria/Recess Aide	\$12.14 per hour
Substitute Transportation Dispatch	\$20.00 per hour
Substitute Transportation Assistant	\$20.00 per hour
Substitute Transportation Driver	\$23.32 per hour

3. **Movement on the Guide**

BE IT RESOLVED that the Mendham Township Board of Education approves movement on the salary guide for the following certificated staff members upon receipt of official transcripts:

Staff	From		To	
	Placement	Salary	Placement	Salary
Sara Bresky	BA, Step 4	\$53,445	BA+45/MA, Step 4	\$58,545
Ashley Bays	BA+15, Step 6	\$56,145	BA +45/MA, Step 6	\$59,545
Carol Hueston	BA, Step 21	\$79,870	BA+45/MA, Step 21	\$92,370
Briana Panetta	MA+30, Step 5	\$62,445	MA+60, Step 5	\$65,845
Charlene Pintado	BA+15, Step 20	\$78,320	BA+45/MA, Step 20	\$87,420
Megan Ryan	BA, Step 6	\$54,445	BA+45/MA, Step 6	\$59,545
Gina Sodora	BA, Step 5	\$53,945	BA+45/MA, Step 5	\$59,045

4. **Appointment of Transportation Drivers with Annual Salary**

BE IT RESOLVED that the Mendham Township Board of Education approves the annual salaries of the following Transportation Drivers for the 2020 - 2021 school year:

Name	Job Title	Salary
Albert Ascolese	Transportation Driver	\$33,804.00
Amy Bond	Transportation Driver	\$33,804.00
James Castiglione	Transportation Driver	\$33,804.00
Jeremy Conover	Transportation Driver	\$35,272.80

Michael Gannon	Transportation Driver	\$33,804.00
Olga Garcia	Transportation Driver	\$33,804.00
Sami Haile	Transportation Driver	\$33,804.00
Brenda Helbig	Transportation Driver * Includes \$600 Longevity	\$38,788.80 *
Yoslin Lopez	Transportation Driver	\$32,400.00
Deborah Luciano	Transportation Driver	\$35,272.80
John McKeown	Transportation Driver	\$33,804.00
Domingo Mercado	Transportation Driver * Includes \$300 Longevity	\$37,020.00 *
JoAnn Meyler	Transportation Driver	\$33,804.00
Steven Molnar	Transportation Driver	\$33,804.00
Nicholas Muscatella	Transportation Driver	\$35,272.80
Mark Ottoson	Transportation Driver	\$35,272.80
Yomelly Parra	Transportation Driver	\$29,052.00
Maria Parrales	Transportation Driver	\$36,720.00
Sharon Romero	Transportation Driver	\$35,272.80
Teresa Sanchez	Transportation Driver	\$33,804.00
Cindy Sommer	Transportation Driver	\$33,804.00
Deborah Templin	Transportation Driver	\$35,272.80
Margitt Trocha	Transportation Driver * Includes \$600 Longevity	\$38,788.80
Janette Vega	Transportation Driver	\$33,804.00

5. **Appointment of Transportation Assistants with Annual Salary**

BE IT RESOLVED that the Mendham Township Board of Education approves the annual salaries of the following Transportation Assistants for the 2020 - 2021 school year:

Name	Job Title	Salary
Debbie Getchius	Transportation Assistant	\$29,473.20
Kyonghee Kim	Transportation Assistant	\$18,792.00

Deborah Mercurio	Transportation Assistant	\$27,561.00
Marguerite Oswald	Transportation Assistant	\$19,648.80
Susan Reuter	Transportation Assistant	\$18,792.00
Beth Smith	Transportation Assistant	\$ 8,701.20
Debra Webster	Transportation Assistant	\$20,044.80

6. **Reappointment of Substitute Transportation Drivers and Substitute Transportation Assistants**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Substitute Transportation Drivers and Substitute Transportation Assistant for the 2020 - 2021 school year at hourly rates:

Name	Job Title	Hourly Rate
Kathy Buerger	Substitute Transportation Driver	\$23.32/hr
Roosevelt Marin	Substitute Transportation Driver	\$23.32/hr
Warren McCroy	Substitute Transportation Driver	\$23.32/hr
Giambattista Ragusa	Substitute Transportation Driver	\$23.32/hr
Rosalba Suarez	Substitute Transportation Driver	\$23.32/hr
Dan Wood	Substitute Transportation Driver	\$23.32/hr
Carolyn Allen	Substitute Transportation Assistant	\$20.00/hr
Daragh Carpenter-Gallagher	Substitute Transportation Assistant	\$20.00/hr

7. **Staff Resignation: Cafeteria/Recess Aide, Kyonghee Kim**

BE IT RESOLVED that the Mendham Township Board of Education accepts the resignation of Kyonghee Kim, Cafeteria/Recess Aide dated July 23, 2020.

8. **New Hire: Substitute Cafeteria/Recess Aide, Kyonghee Kim**

BE IT RESOLVED that the Mendham Township Board of Education approves Kyonghee Kim, Substitute Cafeteria/Recess Aide for the 2020 - 2021 school year, at an hourly rate of \$12.14 for the 2020 - 2021 school year.

9. **New Hire: Cafeteria/Recess Aide, Rebekah Griffin**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Rebekah Griffin, Cafeteria/Recess Aide, pending completion of paperwork, at an hourly rate of \$12.44 for the 2020 - 2021 school year.

10. **Elementary School Schedule B Stipend Positions for 2020 - 2021**
BE IT RESOLVED that the Mendham Township Board of Education approves the following 2020 - 2021 Co-Curricular Stipend position for Elementary School:

Activities	2020 - 2021 Salary	Staff Member
Tiger Leaders/Student Council Advisor	\$1,239.00	Hillary Clark
Tiger Singers/Chorus Director	\$2,479.00	Lauren Johnson

11. **Extra Instructional Periods**
BE IT RESOLVED that the Mendham Township Board of Education approves the following staff members to teach extra periods of instruction during the 2020-2021 school year at a prorated stipend based on \$8,500/year for an additional period five (5) times a week for a full year, and independent of placement on the salary guide.

Zero Period Multisensory Reading Program	5 period/wk	Jennifer Vazquez	\$8,500
Zero Period Reading Program of Instruction	5 period/wk	Dawn Cullinan	\$8,500

12. **Summer Custodian, Norma Mogrovego**
BE IT RESOLVED that the Mendham Township Board of Education approves Norma Mogrovego, Summer Custodian, 4 hours per day at an hourly rate of \$15.45, effective 07/29/20 to 08/21/20.
13. **Staff Resignation: Transportation Driver, Sondra Farnon** (*Attachment*)
BE IT RESOLVED that the Mendham Township board of Education accepts with regret, the letter of resignation from Sondra Farnon, Mendham Township Transportation Driver, effective July 22, 2020.

Policy and Planning

1. **Second Reading** (*Attachments*)
BE IT RESOLVED that the Mendham Township Board of Education approves for second reading the following policies and regulations:

P 1649	Federal Families First Coronavirus (COVID-19) Response Act (M) (New)
P 2270	Religion in Schools (Revised)
P 2431.3	Heat Participation Policy for Student-Athlete Safety (M) (Revised)
P 2622	Student Assessment (M) (Revised)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5200	Attendance (M) (Revised)
P & R 5320	Immunization (Revised)

- P & R 5330.04 Administering an Opioid Antidote (M) (Revised)
- P 5610 Suspension (M) (Revised)
- P 5610 Suspension Procedures (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P & R 8320 Personnel Records (M) (Revised)

XI. Action Items

Operations and Finance

1. **Approval of Submission of Non-Title 1 CARES Act Grant 2020 - 2021**
BE IT RESOLVED that the Mendham Township Board of Education accepts the allocation and approves the submission of the 2020 - 2021 Non-Title 1 CARES Act Grant Application to the New Jersey Department of Education. The application amount is \$15,435.00.

Personnel and Human Resources

1. **Leave Replacement: Charlyn Lynch (Magat), Special Education Teacher**
(Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Charlyn Lynch (Magat) as a Part-Time Leave Replacement Special Education Teacher, effective August 24, 2020 through November 13, 2020, at an annual salary of \$59,045, MA, Step 5, prorated.

XI. Discussion

- Restart and Recovery Plan to Reopen Schools, Dr. Constantino

XII. Verbal Communications from the Public

XIII. Adjournment