

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM  
(MEETING IS BEING HELD VIRTUALLY,  
NO IN-PERSON ATTENDANCE WILL BE ALLOWED)  
REGULAR SESSION MEETING AGENDA  
TUESDAY, JULY 21, 2020, 6:00 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 (Attachment)**

- Letter from Martin Slayne - Mendham Schools Return Plan - Dated 07/15/20

**IX. Consent Items**

**Approval of Minutes**

Work Session Minutes:

Regular Session Minutes:

**Approval of Executive Minutes:**

**Curriculum and Instruction**

**1. Tuition Contract with Morris School District**

**BE IT RESOLVED** that the Mendham Township Board of Education approves a Tuition contract with the Morris School District Board of Education for the 2020 - 2021 school year effective 09/03/2020 through 06/22/2021 for one (1) student (14141029) as per IEP at a cost of \$57,102.00.

2. **School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the Statement of Assurances for the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for 2018 - 2019 school year.

Elementary School score 75 out of 78

Middle School score 76 out of 78

**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 June 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. **June 2020 Transfer Reports**

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

3. **June 2020 Bills List - Year End Final**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final June 2020 Bills List. This includes payroll checks N0184 through N0186 and N0194 through N0196.

Fund 10	\$ 42,163.55
Fund 11	\$216,490.40
Fund 12	\$ 2,923.61
Fund 20	\$ 1,214.00
Total:	<u>\$262,791.56</u>

4. **July 2020 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the July 2020 Bills List. This includes payroll checks N0197 through N0201.

Fund 10	\$ 2,702.43
Fund 11	\$417,897.56
Total:	<u>\$420,599.99</u>

5. **Appointment of Risk Management Consultant for 2020-2021**  
**BE IT RESOLVED** that the Mendham Township Board of Education authorizes the appointment of Mr. Ronald Wolfe and Mr. George Morville of the firm of Arthur J. Gallagher Risk Management Services Inc., as their Risk Management Consultant, for the purpose of securing the renewal insurance for property & casualty, workers compensation, bond and student accident insurance, along with securing competitive quotes from Joint Insurance Funds and commercial insurance providers offering coverage equal to or better than the coverage currently in place for the 2020-2021 school year.
  
6. **Educational Services Commission of Morris County Shared Services Agreement and Addendum for 2020 - 2021** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education authorizes the agreement between the Mendham Township Board of Education and the Educational Services Commission of Morris County for Bidding/Purchasing Program for the 2020 - 2021 school year.

**Personnel and Human Resources**

1. **New Hire: Transportation Driver, Yomelly Parra** *(Attachments)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Yomelly Parra, Transportation Driver, for the 2020 - 2020 school year, full time at an hourly rate of \$26.90, effective August 26, 2020.
  
2. **New Hire: Speech Therapist, Stacey Lipschutz** *(Attachments)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending paperwork, of Stacey Lipschutz, Speech Therapist, for the 2020 - 2021 school year, at an annual salary of \$62,895.00, BA+45/MA, Step 11, effective August 24, 2020.
  
3. **New Hire: School Counselor, Hillary Clark** *(Attachments)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending paperwork, of Hillary Clark, Elementary School Counselor, for the 2020 - 2021 school year, at an annual salary of \$70,070.00, BA+45/MA, Step 15, effective August 24, 2020.
  
4. **New Hire: Music Teacher, Lauren Johnson** *(Attachments)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending paperwork, of Lauren Johnson, Part-Time Elementary School Music Teacher, for the 2020 - 2021 school year, at an annual salary of \$42,556.00, BA, Step 3, effective August 24, 2020.
  
5. **Revised Contract: Karen Schaberg, Middle School Orchestra Teacher**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised contract for Karen Schaberg, Middle School Orchestra Teacher, \$92,370.00, F, MA/BA+45, Step 21, for the 2020 - 2021 school year.
  
6. **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 positions for Elementary School:

**CO-CURRICULAR Activities (Schedule B)**

Activities	2020-2021 Salary	Staff Member
School Publication Advisors (2)	\$901.00 Each	Tracy Newton TBD
Tiger Leaders/Student Council Advisors (2)	\$1,239.00 Each	Briana Panetta TBD
Technology Integration Specialist	\$2,266.00 Each	Charles Gallo Tracy Newton
Tiger Singers/Chorus Director	\$2,479.00	TBD
Advanced Artist Program Coordinator	\$2,479.00	Sarah Bizzarro
Art Explorer Program Coordinator	\$2,479.00	Sarah Bizzarro
Sustainability Coordinators (2)	\$2,064.50 Each	Tracy Newton Erica Parke

**CO-CURRICULAR Activities (Schedule B) - Special Projects**

Activities	2020-2021 Salary	Staff Member
Social Studies League - Grades 2 & 3	\$225	Nancy Fuller
Festival of the Arts	\$225	Sarah Bizzarro
Science Expo	\$225 Each	Diane Barlow Erica Parke
Health & Wellness Fair	\$225	TBD
Outdoor Learning Center/Chicken Coop Coordinator	\$225	Charles Gallo

**CO-CURRICULAR Activities (Schedule B)- Enrichment Team**

Activities	2020 - 2021 Salary	Staff Member
Talent Show Coordinators	\$225 base + Max of 10 events @ \$56 each, not to exceed a total of \$788.	Briana Panetta Laura Porrovecchio

7. **Elementary School Extra Instructional Periods**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Elementary School 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.

**Extra Instructional Periods**

SMART TIME	3 period/wk	Kellie DeGise	\$5,100
SMART TIME	3 period/wk	Jean Sosna	\$5,100

SMART TIME	3 period/wk	Lisa Lombardo	\$5,100
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8. **Approval of Stipend: Curriculum Development and Implementation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Patrick Ciccone and Julianne Kotcho for the Curriculum Development and Implementation stipends for the 2020 - 2021 school year at the annual rate of \$4,000.00 each.

9. **Elementary School - Summer Hours 2020**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Hillary Clark, School Counselor and Katelyn Safko, School Nurse, for summer hours not to exceed 25 hours at the rate of \$39.96 per hour.

10. **Middle School - Summer Hours 2020**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Alexandria Perrotta, School Counselor and Erin Giarrusso, School Nurse, for summer hours not to exceed 40 hours at the rate of \$39.96 per hour.

11. **Revised: Summer Transportation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the change of hours, not to exceed 3 hours per bus cleaning at an hourly rate of \$26.10, originally approved by the Board on 06/23/20 to not exceed 2 hours per bus cleaning.

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12. **Summer Transportation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of the following summer transportation staff at an hourly rate of \$26.10:

Yoslin Lopex  
Yomelly Parra

13. **Substitute Transportation Driver: Dan Wood**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Substitute Transportation Driver, Dan Wood, at an hourly rate of \$23.32 for the 2020 - 2021 school year, effective August 26, 2020.

**Policy and Planning**

1. **First Reading** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves for first 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)

**X. ACTION ITEMS**

**Operations and Finance**

1. **HVAC/Hot Water Boiler Maintenance Agreement** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves J & M Cooling/Heating, LLC of Caldwell, NJ to provide preventive maintenance for the HVAC and Hot Water Boiler equipment at both the Mendham Township elementary and middle schools for the 2020 - 2021 school year.

**Personnel and Human Resources**

1. **New Hire: Middle School Spanish Teacher, Michael Castro** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending paperwork, of Michael Castro, Middle School Spanish Teacher, for the 2020 - 2021 school year, at an annual salary of \$59,045.00, MA, Step 5, effective August 24, 2020.

**XI. Discussion**

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

**XII. Verbal Communications from the Public**

**XIII. 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 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.

**XIV. Reconvene Open Regular Session Meeting**

**XV. Adjournment**