

**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, SEPTEMBER 22, 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. Consent Items

Approval of Minutes

Work Session Minutes: August 12, 2020

Regular Session Minutes: August 25, 2020

Curriculum and Instruction

1. **Mentoring Plan** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the Statement of Assurance for the District's Mentoring Plan.

2. **Professional Development Plan** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the Statement of Assurance for the Professional Development Plan.

3. **Middle School Building Goals** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education adopts the Middle School Building Goals the 2020 - 2021 school year.

4. **Agreement with New Jersey Coalition for Inclusive Education, Inc.**
BE IT RESOLVED that the Mendham Township Board of Education approves the NJCIE Intake Agreement between the Mendham Township School District and the New Jersey Coalition for Inclusive Education, Inc. to provide the equivalent of up to 10 days of consulting at a cost of \$1,250.00 per day for a total of \$12,500.00, utilizing the Federal IDEA grant, and commencing September 2020 through June 2021, dates of service to be determined.

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

3. **September 2020 Bills List**
BE IT RESOLVED that the Mendham Township Board of Education approves the final September 2020 Bills List. This includes payroll checks N0210 through N0212 and N0213 through N0210 and N217.

Fund 10	\$ 25,140.48
Fund 11	\$ 1,296,711.48
Fund 20	\$ 11,070.60
Fund 60	\$ 236.00
Fund 80	\$ 322.50
Total:	<u>\$ 1,333,481.06</u>

4. **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
Rutgers (<i>Virtual</i>) Continuing Studies	09/2020 thru 10/2020	Jean Barno		
Codes, Stats & Regulations			\$483.00	\$483.00
Employee Training and Safety Education			\$668.00	\$668.00

Personnel and Human Resources

1. **Leave of Absence-Lisa Conte** (*Attachment*)

BE IT RESOLVED that the Board hereby approves Lisa Conte, Middle School Teacher, for a medical leave of absence, having received doctor’s certification, commencing October 22, 2020, while utilizing 18.5 sick days, under the Federal Family Medical Leave Act (FMLA), ending after Eight (8) weeks on December 18, 2020.

BE IT FURTHER RESOLVED that the Board hereby approves Two (2) weeks under the NJ Family Leave Act (FLA) for Lisa Conte, commencing on December 7, 2020 through December 18, 2020.

BE IT FURTHER RESOLVED that the Board hereby approves Lisa Conte with an anticipated return to work date of December 21, 2020.

2. **Substitute Teachers**

BE IT RESOLVED that the Mendham Township Board of Education approves the following substitute teacher, pending completion of paperwork, for the 2020 - 2021 school year at the current rate of \$92.00 per day:

Jill Kendrick

3. **New Hires: Substitute Cafeteria/Recess Aides**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Substitute Cafeteria/Recess Aides, pending completion of paperwork, for the 2020 - 2021 school year at the current rate of \$12.14 per hour:

Mary Ellen Stampf
Christa Carotenuto

4. **Field Trips and Activity Chaperones**

BE IT RESOLVED that the Mendham Township Board of Education approves all Mendham Township School District certificated teachers and instructional aides to serve as alternate chaperones, as needed, for any field trips or activities during the 2020 - 2021 school year.

X. ACTION ITEMS

Operations and Finance

1. **Use of District Facilities**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Use of Facility applications for the 2020 - 2021 school year with the right to cancel based on school events and needs.

Organization	Location	Dates	Times	Responsible Party
Perry Hooker	MS Fields	Mondays, Tuesdays, Thursdays & Fridays 09/22/20-11/25/20	4:30pm-5:30pm	Perry Hooker

* Subject to change due to conflicts with Mendham Township School events.

Personnel and Human Resources

1. **Revised: Elementary School Extra Instructional Periods**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Elementary School staff member 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 salary guide.

SMART TIME	3 period/wk	Cara Rubinaccio <i>(replacing previously approved Kellie DeGise)</i>	\$5,100
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XI. Discussion

XII. Verbal Communications from the Public

XIII. Adjournment