

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL GYMNASIUM  
WORK SESSION MEETING AGENDA  
TUESDAY, NOVEMBER 16, 2021, 7:30 PM**

**I. Call to Order**

**II. Flag Salute**

**III. Roll Call of the Board of Education**

Mrs. Gretchen Holquist      President  
Mr. Andrew Christmann      Vice President  
Mr. Peter Dumovic  
Mr. Richard Gondek  
Dr. Rekha Mandel  
Mrs. Joan Mody  
Mr. Aadithya Thayyar

**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**

- District Updates, News and Events
- Retiree Recognition - Marianne Cofield
- M.S. Girls & Boys Cross Country Champs, Coach DePugh (*Attachments*)

**VI. Board Secretary's Report**

**VII. Board President's Report**

**Proclamations:**

**Retirement**

*WHEREAS, Marianne Cofield has been employed from September 1, 1999 through September 30, 2021 as an Elementary School Instructional Aide; and*

*WHEREAS, Marianne Cofield exemplified expertise, commitment, and professionalism in her duties; and*

*WHEREAS, Marianne Cofield had provided the Mendham Township Board of Education of her intention to retire from employment effective September 30, 2021; and*

*WHEREAS, the Mendham Township Board of Education will present Marianne Cofield with a copy of this resolution signed by the President of the Board and the Superintendent of Schools;*

*THEREFORE BE IT RESOLVED, the Mendham Township Board of Education recognize Marianne Cofield's retirement effective September 30, 2021, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.*

### **2021-2022 Morris County Girls Cross Country Champions**

*WHEREAS, The Mendham Township Middle School Girls Cross Country Team has learned valuable lessons on the course 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 2021-2022 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, Gretchen Holquist, 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.*

### **2021-2022 Morris County Boys Cross Country Champions**

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*NOW WHEREAS, I, Gretchen Holquist, 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**

- October 27, 2021 - Christina Klausner - Mrs. Eliassen

**IX. Committee Reports**

- **Curriculum and Instruction**
- **Operations and Finance**
- **Personnel and Human Resources**
- **Policy and Planning**
- **Ad Hoc**

**X. Unofficial Results of Election - November 2, 2021**

Unofficial results of the November 2, 2021 School Board Elections for two, three year terms and one, two year unexpired term on the Mendham Township Board of Elections were as follows:

<u>Candidates (Three Candidates - 2 seats - 3-Year Term)</u>	<u>Total Votes</u>
Adam Dubeck	1384
Peter Dumovic	1446
Jubin Pejman	722

<u>Candidates (Two Candidates - 1 seat - 2-Year Unexpired Term)</u>	<u>Total Votes</u>
Richard Gondek	782
Thomas Keeling	1102

**XI. CONSENT ITEMS**

**Approval of Minutes**

Work Session Minutes: October 12, 2021

Regular Session Minutes: October 26, 2021

**Curriculum and Instruction**

**1. Contract with Anne Hunkler Karanikas**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school, from 10/26/21 to 6/09/22 for one (1) student (ID#s 15531086) as per the IEP, for 2 hours per week for a total of 108 hours @ \$80/hr., not to exceed a total of \$4,960.00.

2. **Contract with First Children Services** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with First Children Services to provide ABA services and supports to the Mendham Township School District for the 2021-2022 school year as per Appendix B of the Client Agreement.

3. **New - Middle School Field Trip - Bridgewater Commons** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2021-2022 school year.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
12/10/21	6 - 8	Ambassador Orchestra Bridgewater Commons Holiday Performance	\$0	\$0	K. Schaberg

**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 November 2021 that no major accounts and fund balances in the 2021/2022 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 Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2021 Board Secretary's Reports.

3. **Treasurer's Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2021 Treasurer's Reports.

4. **November 2021 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final November 2021 Bills List. This includes payroll checks N0314 through N0316 and N0320 through N0322.

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

5. **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
Lead Renovation Repair & Painting Rule	11/04/21	John Ragusa	\$0	\$0

6. **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
North Jersey Performing Arts	<u>ES</u> Classroom	Fridays 10/15/21 - 06/03/21	3:45 pm - 5:00 pm	Jennifer Branch

7. **School Safety and Security Plan Statement of Assurance** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submittal of the School Safety and Security Plan Statement of Assurance to the New Jersey Department of Education for the 2021-2022 school year.

8. **Lead Testing Results** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the results of the required lead testing done at both schools on October 11, 2021 pursuant to N.J.A.C. 6A:13A as defined by N.J.A.C 6A:14-7.1(a) for the 2021-2022 year and approves to have these results posted on the district website to maintaining compliance with all applicable laws, codes, and regulations governing the provisions of

potable drinking water and testing of drinking water for lead including, but not limited to, N.J.A.C. 6A:26-12.4; the Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq., and the rules promulgated pursuant thereto, N.J.A.C. 7:10 and N.J.A.C. 6A:26-6, Planning and Construction Standards for School Facilities.

### **Personnel and Human Resources**

1. **New Hire - Bianca Fairley, Preschool Teacher** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Bianca Fairley as a Full-Time Preschool Teacher, effective January 3, 2022 for the 2021-2022 school year, at an annual prorated salary of \$67,510.00, MA, Step 14.

2. **Leave of Absence - Kerri McCloskey**

**BE IT RESOLVED** that the Board hereby approves Kerri McCloskey, Elementary School Nurse, for a leave of absence, having received doctor's certification, commencing January 3, 2022, while utilizing 12 sick days and 4 personal days, ending on April 1, 2022. (Leave not covered under the FMLA or NJ FLA)

**BE IT FURTHER RESOLVED** that the Board hereby approves Kerri McCloskey with an anticipated return to work date of April 4, 2022.

3. **Resignation - Christine Rollo, Instructional Aide** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Christine Rollo, Instructional Aide, dated October 23, 2021, effective June 9, 2022.

4. **Resignation - Floretta Melograno, Elementary School Lunch/Recess Aide** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Floretta Melograno, Elementary School Lunch/Recess Aide, dated October 26, 2021, effective October 29, 2021.

5. **New Hire - Floretta Melograno - Substitute Lunch/Recess Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Floretta Melograno as a Substitute Lunch/Recess Aide at an hourly rate of \$12.25 for the 2021-2022 school year.

6. **New Hire - Erna Hauswald, Elementary School Lunch/Recess Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Erna Hauswald as a Elementary School Lunch/Recess Aide at an hourly rate of \$12.44 for the 2021-2022 school year.

7. **Approval of Stipends: Curriculum Development and Implementation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Dr. Patrick Ciccone and Dr. Julianne Kotcho for the Curriculum Development and Implementation stipends for the 2021-2022 school year at the annual rate of \$4,000.00 each.

8. **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 2021-2022 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, effective December 1, 2021 through the remainder of the 2021-2022 school year. To be paid via the ARP-ESSER Grant utilizing funds for accelerated learning (Account 20-484-100-100).

**Extra Instructional Periods**

Smart Time	2 period/week	Erica Parke	\$2,210
Smart Time	2 period/week	Laura Porrovecchio	\$2,210

**Policy and Planning**

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the First reading of the following policies and regulations:

- P 1648.13 School Employee Vaccination Requirements (M) (New)
- P 1648.14 Safety Plan for Healthcare Settings in School Buildings-COVID-19 (M) (New)
- P 2425 Emergency Virtual or Remote Instruction Program (M) (New)
- P & R 5751 Sexual Harassment of Students (M) (Revised)

**XII. ACTION ITEMS**

**Operations and Finance**

1. **Mendham Township Boy Scout Transportation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves transportation for the Mendham Township Boy Scouts Troop #1 from West Morris Mendham High School, Friday, November 5, 2021 to Sunrise Mountain, Branchville, NJ and returning on Sunday, November 7, 2021 from Delaware Water Gap, NJ to West Morris Mendham High School. Transportation services will be billed at \$371.00.

**Personnel and Human Resources**

1. **Home Instruction**

**BE IT RESOLVED** that the Mendham Township Board of Education approves James Haggerty to provide Home Instruction for one (1) student (ID #12737031) for two (2) hours per week, at a rate of \$41.00 per hour for approximately eight (8) weeks, effective November 9, 2021.

2. **Leave of Absence-Kristin Miller**

**BE IT RESOLVED** that the Board hereby approves Kristin Miller, Elementary School Teacher, for a leave of absence, commencing November 19, 2021, while utilizing ten (10) sick days, under the Federal Family Medical Leave Act (FMLA) ending after two (2) weeks on December 6, 2021.

**BE IT FURTHER RESOLVED** that the Board hereby approves Kristin Miller with an anticipated return to work date of December 7, 2021.

**XIII. Discussion**

**XIV. Verbal Communications from the Public**

The Board President, or Presiding Officer, will direct members of the public to speak in turn and shall have the right to limit the speaking time of individuals wishing to provide comment to the board as necessary. Board of Education members provide public comment as a time to listen to the comments from attendees of the Board of Education meeting. Public comment shall not be a time for open dialogue with the speaker. Public comment shall not be a time for board members to answer questions posed to them from a speaker or comment on a speaker's concerns. Speakers shall provide their name, address, and direct their comments to the board and not to district staff or other audience members. Speakers shall not expect board members to answer questions during public comment. Questions shall be referred to the Superintendent, or his/her designee, for review, study and response. If appropriate, the board may request the issue be a discussion item at a future Board of Education meeting.

**XV. Adjournment**