

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL GYMNASIUM  
WORK SESSION MEETING AGENDA  
TUESDAY, AUGUST 16, 2022, 7:30 PM**

**I. Call to Order**

**II. Flag Salute**

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

Mrs. Joan Mody	President
Mr. Andrew Christmann	Vice President
Mrs. Rochelle Abraham	
Mr. Adam Dubeck	
Mr. Peter Dumovic	
Mr. Thomas Keeling	
Dr. Rekha Mandel	

**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

**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 and Planning**
- **Ad Hoc**

## **X. Consent Items**

### **Approval of Minutes**

BOE Retreat Minutes: July 19, 2022

Regular Session Minutes: July 19, 2022

### **Approval of Executive Minutes:**

Regular Session Meeting: None.

## **Curriculum and Instruction**

1. **Mentoring Plan** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the 2022-2023 Mentoring Plan.
2. **Mendham Township School District: District Goals** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education adopts the District Goals for the 2022-2023 school year.
3. **Middle School Building Goals** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education adopts the Middle School Building Goals the 2022-2023 school year.
4. **Mendham Township School District: Board Goals** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education adopts the Board Goals for the 2022-2023 school year.
5. **The District Curriculum Adoption Schedule for the 2022-2027 School Year** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education adopts the District Curriculum Schedule for the 2022-2027 school year.
6. **TAMKA Educational Products, LLC**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with TAMKA Educational Products, LLC for co-teaching and inclusion professional development, coaching, and consultation for the 2022-2023 school year in the amount of \$20,5000 utilizing IDEA funds.
7. **Tuition Contract with Harbor Haven Day Camp**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the tuition contract with Harbor Haven Day Camp (LLC) for the 2022-2023 extended school year program for (1) student (#13506812) as per IEP at a cost of \$3,825 utilizing IDEA funds.
8. **Tuition Contract with Intensive Therapeutics, Inc.**

**BE IT RESOLVED** that the Mendham Township Board of Education approve the tuition contract with Intensive Therapeutics, Inc. for the 2022-2023 extended school year for one (1) student (#14353494) as per IEP at a cost of \$3,000.00, utilizing IDEA funds.

9. **Contracts with PG Chambers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves P.G. Chambers to provide Physical Therapy services and evaluations for the 2022-2023 school year from August 24, 2022 to June 8, 2023 for students per their IEPs at the following rates; Physical Therapy direct student services at a rate of \$98.00 per hour, Physical Therapy evaluations at \$545.00 per evaluation.

10. **Contracts with Anne Hunkler**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 12943852) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 12793165) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 13668017) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 15111755) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 14738813) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s 15759240) as per the IEP for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #14489107) as per the IEP for 2 hours per week for a total of 72 hours @ \$80/hr. not to exceed a total of \$5,760.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #15531086) as per the IEP for 2 hours per week for a total of 72 hours @ \$80/hr. not to exceed a total of \$5,760.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #15659735) as per the IEP for 2 hours per week for a total of 72 hours @ \$80/hr. not to exceed a total of \$5,760.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #13506812) as per the IEP for 1.5 hours per week for a total of 54 hours @ \$80/hr. not to exceed a total of \$4,320.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #13292301) as per the IEP for 1.5 hours per week for a total of 54 hours @ \$80/hr. not to exceed a total of \$4,320.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #15028941) as per the IEP for 1 hour per week for a total of 36 hours @ \$80/hr. not to exceed a total of \$2,880.00.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #15081349) as per the IEP for .5 hour per week for a total of 18 hours @ \$80/hr. not to exceed a total of \$1,440.00

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 08/24/22 to 06/08/23 for one (1) student (ID#s #12976396) as per the IEP for .5 hours per month for a total of 5 hours @ \$80/hr. not to exceed a total of \$400.00.

11. **Revised Date: Middle School Field Trips, Activities, and Fundraisers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised date of April 14, 2022 for the following Student Council Event, previously approved by the Board on July 19, 202.

<b>DATE</b>	<b>Activity</b>	<b>Description/Note</b>
April 14, 2023 Add'l chaperone hours	Student Council School Wide Sports Event -Mr. Hooker -Mr. Rivera	Student Council Sponsored School Wide Sports Event 7:00pm-8:30pm

12. **Jillian Petrie, Middle School Play Director** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with Jillian Petrie to serve as the Middle School Play Producer/Stage & Musical Director and to provide sound and lighting services, costume rental and props/scenery, and royalties for the production of "You're A Good Man Charlie Brown (Revised)" in the amount of \$23,181.00 with performances to be held on March 16, 17, 18 (matinee and evening) 2023.

**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 2022 that no major accounts and fund balances in the 2022/2023 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 August 2022 Board Secretary's Reports.

3. **Treasurer's Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the August 2022 Treasurer's Reports.

4. **July 2022 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the July 2022 transfer report.

5. **August 2022 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final year-end August 2022 Bills List. This includes payroll checks N0396 through N0401.

Fund 10	\$
Fund 11	\$
Fund 30	\$
Fund 40	\$
Fund 60	\$
Total:	\$

6. **Approval of Special Counsel Andrea L. Khan of McManimon, Scotland & Baumann, LLC**

**BE IT RESOLVED** that the Mendham Township Board of Education authorizes Andrea L. Khan of McManimon, Scotland & Business, LLC as Special Counsel for 2022-2023 school year.

7. **Vanguard Investments – ROTH 403b Savings Plan**

**WHEREAS**, the Mendham Township Board of Education has approved the following tax sheltered annuity companies to provide services to the employees of the Mendham Township Board of Education:

AXA Equitable, Vanguard, and Lincoln, American Funds.

**BE IT RESOLVED** that Vanguard be approved to offer a ROTH 403b Savings Plan to Mendham Township School District employees. Employee participation is on a voluntary basis.

8. **Middle School Technology Acceptable Use Policy (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Middle School Technology Acceptable Use Policy for the 2022-2023 school year.

9. **Middle School Athletics Handbook (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Middle School Athletic Handbook for the 2022-2023 school year.

10. **Use of District Facilities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2022-2023 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
Chester Mendham	<u>MS</u> Field	Thursday 07/28/22	5:00 pm - 8:00 pm	Lauren Garofalo

Baseball & Softball Club				
Mendham Patriots Basketball	<u>MS</u> Gyms	Tuesday – Friday 10/11/22-10/14/22	5:30 pm - 9:30 pm	Patrick Reed
		Mondays - Fridays 11/14/22-03/12/23	5:30 pm - 9:30 pm	
		Saturdays 11/14/22-03/12/23	8:00 am - 6:00 pm	
	Sundays 11/14/22-03/12/23	11:00 am - 6:00 pm		
	<u>ES</u> Gyms	Mondays - Fridays 11/14/22-03/10/23	5:30 pm - 9:30 pm	
		Saturdays 12/03/22-03/11/23	8:00 am - 4:00 pm	
Brookside Basketball	<u>ES</u> Gym	Thursdays 08/24/22 - 06/08/23	6:30 pm - 9:00 pm	Rick Pappalardo

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

### **Personnel and Human Resources**

1. **Staff Resignation - Bianca Fairley** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Bianca Fairley, Preschool Teacher, dated and effective August 1, 2022.
2. **New Hire - Anthony Massato, District Groundsman/Custodial Maintenance**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Anthony Massato, District Groundsman/Custodial Maintenance, pending completion of paperwork, effective August 30, 2022 for the 2022-2023 school year, at an annual salary of \$35,000.00 and a stipend of \$5,000.
3. **Resignation - Jenna Falzon, Leave Replacement Physical Education Teacher** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Jenna Falzon, Leave Replacement Physical Education Teacher, dated and effective August 11, 2022.

4. **Resignation - Deborah Mercurio, Transportation Assistant** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Deborah Mercurio, Transportation Assistant dated and effective August 15, 2022.
5. **Appointment - Deborah Mercurio, Transportation Driver**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Deborah Mercurio as a Transportation Driver, for the 2022-2023 school year at an annual salary of \$30,801.60, effective August 24, 2022.
6. **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
Corinne Butler	Allison Steitz	CEAS	\$550.00
Theresa Milow	Andrea Fattorusso	CEAS	\$550.00
Briana Panetta	Jenna Falzon	CEAS	\$550.00
Russell Branch	Catherine Moore	CE-R	\$550.00

7. **Middle School Schedule B Stipend Position for 2022-2023**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following 2022-2023 Co-Curricular Stipend position for the Middle School:

Activity	2022-2023 Salary	Staff Members
Technology Integration Specialist	\$4,660.00 (split)	Donna CasaGrande \$3,903.00 Melanie Smith \$629.00

8. **Revised Elementary School - Summer Hours 2022**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Hillary Clark, School Counselor at the revised summer hours, not to exceed 40 hours, at the rate of \$39.96 per hour.
9. **Substitute Employee Chart**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following substitute rates for the 2022-2023 school year:

Home Instructors   \$ 41.00 per hour  
(paid in accordance with MTEA Contract)



Substitute Cafeteria/Recess Aide \$ 13.00 per hour  
 Substitute Clerical \$ 15.00 per hour  
 Substitute Custodian \$ 15.00 per hour

Substitute Transportation Bus Driver \$ 23.50 per hour  
 Substitute Transportation Dispatch \$ 20.00 per hour  
 Substitute Transportation Assistant \$ 20.00 per hour

Substitute Nurse (licensed R.N.) \$200.00/day -\$100.00/half day  
 Substitute Teacher \$125.00.00/day - \$62.50/half day  
 Substitute Paraprofessional \$125.00/day - \$62.50/half day

10. **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
Franziska Dragon	BA, Step 6	\$56,005	M/BA+45, Step 6	\$61,105
Alexandria Ferenc	MA+30, Step 9	\$66,655	MA+60, Step 9	\$70,055
Perry Hooker	BA+15, Step 7	\$58,255	M/BA+45, Step 7	\$61,655
Lauren Johnson	BA, Step 5	\$55,505	M/BA+45, Step 5	\$60,605
Fotini Kavalos	BA+15, Step 13	\$63,530	BA+30, Step 13	\$65,780
Fernando Rivera	BA+15, Step 4	\$56,705	M/BA+45, Step 4	\$60,105

11. **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 2022-2023 school year:

Name	Job Title	Salary
Amy Bond	Transportation Driver	\$35,856
James Castiglione	Transportation Driver	\$37,422

Jeremy Conover	Transportation Driver	\$37,422
Michael Gannon	Transportation Driver	\$35,856
Olga Garcia	Transportation Driver	\$37,422
Sami Haile	Transportation Driver	\$35,856
Erna Hauswald	Transportation Driver	\$35,856
Brenda Helbig	Transportation Driver * Includes \$600 Longevity	\$41,100
Susie Lebron Vega	Transportation Driver	\$35,856
Yoslin Lopez	Transportation Driver	\$35,856
Deborah Luciano	Transportation Driver	\$38,944
Roosevelt Marin	Transportation Driver	\$32,400
John McKeown	Transportation Driver	\$35,856
JoAnn Meyler	Transportation Driver	\$37,422
Steven Molnar	Transportation Driver	\$37,422
Nicholas Muscatella	Transportation Driver	\$38,944
Mark Ottoson	Transportation Driver	\$38,944
Yomelly Parra	Transportation Driver	\$35,856
Emily Perez	Transportation Driver	\$35,856
Sharon Romero	Transportation Driver	\$38,944
Susan Romero	Transportation Driver	\$14,940
Teresa Sanchez	Transportation Driver	\$35,856
Todd Santa	Transportation Driver	\$38,246
Jesse Smith	Transportation Driver	\$30,801
Cindy Sommer	Transportation Driver	\$35,856
Deborah Templin	Transportation Driver	\$37,422

Margitt Trocha	Transportation Driver * Includes \$600 Longevity	\$41,100
Janette Vega	Transportation Driver	\$35,856

12. **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 2022-2023 school year:

Name	Job Title	Salary
Carolyn Allen	Transportation Assistant	\$9,140
Debbie Getchius	Transportation Assistant	\$31,266
Kyonghee Kim	Transportation Assistant	\$19,937
Marguerite Oswald	Transportation Assistant	\$20,844
Susan Reuter	Transportation Assistant	\$19,937
Beth Smith	Transportation Assistant	\$18,468
Debra Webster	Transportation Assistant	\$21,269

13. **2022-2023 Merit Goals (Attachments)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the 2022-2023 Merit Goals for Dr. Patrick J. Ciccone, Middle School Principal.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the 2022-2023 Merit Goals for Dr. Julianne Kotcho, Elementary School Principal.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the 2022-2023 Merit Goals for Dr. Robert Koroski, Director of Special Services.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the 2022-2023 Merit Goals for Mrs. Donna Mosner, School Business Administrator.

**Policy and Planning**

1. **First Reading (Attachments)**

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

- P 0143.2 High School Student Representative to the Board of Education (M) (Revised)
- P 0163 Quorum (Revised)
- P 1511 Board of Education Website Accessibility (M) (Revised)
- P 2415 Every Student Succeeds Act (M) (Revised)
- P & R 2432 School Sponsored Publications (Abolished)
- P 3216 Dress and Grooming (Revised)
- P 3270 Professional Responsibilities (Revised)
- R 3270 Lesson Plans and Plan Books (Revised)
- P 4216 Dress and Grooming (New)
- P & R 5513 Care of School Property (M) (Revised)
- P 5517 School District Issued Student Identification Cards (M) (Revised)
- P 5722 Student Journalism (M) (New)

## **XI. ACTION ITEMS**

### **Personnel and Human Resources**

1. **New Hire - Kristen O’Dowd, Preschool Teacher** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Kristen O’Dowd as a Full-Time Preschool Teacher, effective August 22, 2022 for the 2022-2023 school year, at an annual salary of \$60,555.00, BA, Step 11.
  
2. **Leave of Absence-Dori Smyth**  
**BE IT RESOLVED** that the Board hereby approves Dori Smyth, Elementary School Teacher, for a leave of absence, commencing August 22, 2022, while utilizing Twenty-seven (27) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Six (6) weeks on September 29, 2022.  
  
**BE IT FURTHER RESOLVED** that the Board hereby approves Dori Smyth with an anticipated return to work date of September 30, 2022.
  
3. **Leave of Absence-Maureen Hengst**  
**BE IT RESOLVED** that the Board hereby approves Maureen Hengst, Speech Therapist, for a leave of absence, having received doctor’s certification, commencing August 22, 2022, while utilizing Ten (10) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Two (2) weeks on September 2, 2022.  
  
**BE IT FURTHER RESOLVED** that the Board hereby approves Maureen Hengst with an anticipated return to work date of September 6, 2022.
  
4. **Substitute Teachers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Substitute Teachers, pending completion of paperwork, for the 2022-2023 school year at the current rate of \$125.00 per day:

Christine Filippini, Paul Makovsky, Amy Petraccoro

5. **Elementary School Lunch/Recess Aides - Reappointments**

**BE IT RESOLVED** that the Mendham Township Board of Education reappoints the following Lunch/Recess Aides at an hourly rate of \$13.25 for the 2022-2023 school year:

Erna Hauswald, Shanae Marshall, Erica Romero

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education reappoints the following substitute Lunch/Recess Aides at an hourly rate of \$13.00 for the 2022-2023 school year:

Shilpa Dhamane, Bekah Griffin, Susan Reuter, Giselle Vella

**XII. 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.

**XIII. Discussion**

**XIV. Adjournment**