

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL GYMNASIUM
REGULAR SESSION MEETING AGENDA
THURSDAY, JULY 19, 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

Regular Session Minutes: June 23, 2022

Approval of Executive Minutes:

Regular Session Meeting: June 23, 2022

Curriculum and Instruction

1. Student Safety Data System

BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the Student Safety Data System for Period 2 (January 1, 2022 - June 30, 2022) to the New Jersey Department of Education.

2. Tuition Contract with the Roxbury Township Board of Education

BE IT RESOLVED that the Mendham Township Board of Education approves the tuition contract with the Roxbury Township Board of Education for the 2022-2023 extended school year from 07/05/22 to 08/04/22 for one (1) student (#12546234) as per IEP at a cost of \$3303.50.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the tuition contract with the Roxbury Township Board of Education for the 2022-2023 school year effective 09/01/22 through 06/30/23 for one (1) student (#12546234) as per IEP at a cost of \$31,252.00.

3. Middle School Field Trips, Activities, and Fundraisers (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approves the proposed Middle School field trips, activities, and fundraisers for the 2022-2023 school year.

DATE	Activity	Description/Note
August 16, 2022	5 th grade Locker Set Up	10:00-11:30am
	5 th grade H.S.A. Ice Cream	10:00-11:30am Grab an ice cream on the way out after you set up your locker
August 23, 2022	New Student Orientation -Ms. Medina	3:00pm
August 22, 23, 2022	Teacher In Service Days	August 23 - H.S.A. Luncheon at MTMS 11:30am-12:30pm
Fall 2022 (August/September)	Grade 6 Impact Concussion testing	All grade 6 students partake in concussion baseline testing.
Sept. 8, 2022	Back to School Night	7:00pm

Sept. 22, 2022	Picture Day	
Sept. 23, 2022	Field Day BBQ and activities -Mr. Perry -Mr. Rivera	Student Council Sponsored in-house event during school hours
October 14, 2022 Cost to Board ➤ Add'l chaperone hours	7 th Gr. Trip to Philadelphia -Mr. Rivera	SHORT HILLS TOURS PACKAGE Points of interest included: ➤ Eastern State Penitentiary guided tour ➤ National Constitution Center tour ➤ Freedom Rising performance ➤ Signers' Hall exhibit ➤ Constituting Liberty – We the People interactive exhibit ➤ Civil War and Reconstruction exhibit ➤ Bourse Bldg. for dinner 7:30am-9:30pm
October 21, 2022 Cost to Board ➤ Add'l chaperone hours	Grade 5 & 6 Event -Mr. Perry -Mr. Rivera	Student Council Event 7:00pm-8:30pm
November 2022	Food Drive -Mr. Perry -Mr. Rivera	Student Council Outreach
November 5, 2022 Cost to Board ➤ Add'l chaperone hours ➤ School busing	Art Trip to Metropolitan Museum of Art -Ms. Hare	SCHOOL BUSING Saturday trip to MET TIMES TBD
November 12, 2022 Cost to Board ➤ Add'l chaperone hours ➤ School busing	Art Trip to Metropolitan Museum of Art -Ms. Hare	SCHOOL BUSING Saturday trip to MET TIMES TBD
November 18, 2022	Student Council School Wide Event	Student Council Event 7:00pm-8:30pm

➤ Add'l chaperone hours	-Mr. Perry -Mr. Rivera	
December 7, 2022	Dress Rehearsal – Band Concert -Mr. Branch	6:00pm
December 8, 2022	Band Concert Assembly -Mr. Branch	1:45pm
December 8, 2022	Holiday Band Concert -Mr. Branch	7:00pm
December 13, 2022	Choral Rehearsal -Ms. Moore	6:00pm
December 14, 2022 ➤ Add'l chaperone hours	Holiday Choral/Orchestra Concert Assembly -Mrs. Schaberg, Ms. Moore	1:45pm
December 14, 2022	Holiday Choral/Orchestra Concert -Mrs. Schaberg, Ms. Moore	7:00pm
December 15, 2022	Holiday Band Concert Snow date	7:00pm
December 23, 2022	Bagel Breakfast -Mr. Perry -Mr. Rivera	Student Council Sponsored Student Bagel Breakfast
January 2023 (DATE TBD) Cost to Board ➤ School Busing	West Morris Area Choral Festival -Ms. Moore	SCHOOL BUSING Regional/District Choral Festival for Chester, Long Valley, and Mendham students (grades 7-12) 9:00am-2:00pm DATE TBD
Jan. 6, 2023 Cost to Board ➤ Add'l chaperone hours	8 th grade NYC Trip -Mrs. Porter	SHORT HILLS TOURS PACKAGE Annual 8 th grade class trip to Ellis Island, UN etc. in NYC 7:30am-7:30pm
Jan. 12, 2023	5 th grade Parent Concert -Mr. Branch, Mrs. Schaberg, Ms. Moore	9:30am 5 th grade choral, orchestra, band concert
Jan. 20, 2023	Geography Bee -Ms. Procanik	1:30pm-2:45pm

Jan. 20, 2023 ➤ Add'l chaperone hours	Student Council Sponsored Student/Faculty Volleyball Game -Mr. Perry -Mr. Rivera	Student Council Sponsored Volleyball Event 7:00pm-8:30pm
February 2023 (DATE TBD) Cost to Board ➤ School Busing	Fourth Annual Tech Expo -Tech Teacher	SCHOOL BUSING Annual Local Tech Showcase for Mendham Boro, Mendham Township, Chester, Randolph and Long Valley LOCATIONS/DATE/TIME TBD
February 3, 2023	5 th grade Heritage Day -Mrs. Fazio	
February 10, 2023 Cost to Board ➤ Add'l chaperone hours	8 th gr. Class Lip Sync Contest -Mrs. Porter	Annual student Lip Sync Contest Fundraiser Proceeds offset cost of 8 th gr. Trips 7:00pm-8:30pm
February 14, 2023	5 th gr. Jump Rope for Heart -Ms. Sodora	5 th graders to Jump Rope for American Heart Association Fundraiser 12:40pm-1:30pm
Spring 2023 (DATE TBD) Cost to Board ➤ School Busing	District Honors Band Trip -Mr. Branch	SCHOOL BUSING Annual Competition LOCATION/DATE TBD 8:00am-2:30pm
March 3, 2023 ➤ Add'l chaperone hours	Student Council Sponsored Mendham Madness Basketball Tournament -Mr. Perry -Mr. Rivera	Student Council Sponsored Student/Faculty Mendham Madness Basketball Tournament 7:00pm-8:30pm
March 10, 2023 Cost to Board ➤ School busing	Play Performance at ES -MS play staff liaison TBD	SCHOOL BUSING Selected cast members to ES to perform numbers from the annual play
March 16, 17, 18, 2023	Spring Production	Annual Play Performances March 16 7:00pm March 17 7:00pm March 18 2:00pm, 7:00pm
March 22, 23, 24, 2023	Spring Conferences	March 22 Delayed Opening AM Conferences March 23 Early Dismissal Evening Conferences

		March 24 Early Dismissal Afternoon Conferences
April 6, 2023 Cost to Board ➤ School Busing	Peer Leaders to ES -Ms. Perrotta, Dr. Ciccone, Mr. Angrisani	SCHOOL BUSING Transition Activity- Introduction to Middle School with selected 8th graders to ES Q/A session with 4 th graders 1:30pm-2:30pm
April 7, 2023 ➤ Add'l chaperone hours	Student Council School Wide Sports Event -Mr. Perry -Mr. Rivera	Student Council Sponsored School Wide Sports Event 7:00pm-8:30pm
April 10, 2023 Cost to Board ➤ School Busing	Orchestra Rehearsal -Mrs. Schaberg	SCHOOL BUSING Mendham High School 8:15am-11:30am (April 11 evening concert at WMMHS @ 7:00pm)
Spring 2023 (DATE TBD) Cost to Board ➤ School Busing	Region 1 Band Competition -Mr. Branch	SCHOOL BUSING Annual Band Competition Randolph or West Essex HS DATE/TIMES TBD
May 11, 12, 15, 2023	5 th /6 th Math Placement Testing -Ms. Kavalos -Mrs. Wilce	
May 16, 2023	Band Concert Rehearsal -Mr. Branch	6:00pm
May 17, 2023	Band Concert Rehearsal -Mr. Branch	6:00pm
May 18, 2023	Band Concert Student Performance -Mr. Branch	1:45pm
May 18, 2023	Band Concert -Mr. Branch	7:00pm
May 24, 2023	Choral Rehearsal - Ms. Moore	6:00pm
May 25, 2023	Choral/Orchestra Concert Assembly -Mrs. Schaberg, Ms. Moore	1:45pm

May 25, 2023 ➤ Add'l chaperone hour	Evening of the Arts -Mrs. Schaberg, Ms. Moore, Ms. Hare	6:00pm Student Art Exhibit 7:00pm Choral/Orchestra Concert
May 26, 2023 Cost to Board ➤ Add'l chaperone hours	Dorney Park -Mr. Branch, Mrs. Schaberg, Ms. Moore	CHARTER BUSING Band/Orchestra competition and trip to music competition/ Dorney Park 7:30am – 9:30 pm
May 30, 2023	8 th grade Shakespeare Festival -Mrs. Yawger, Ms. Hueston, Ms. Cyr	6:00pm
May 31, June 1, 2, 2023 Cost to Board ➤ Add'l chaperone hrs. overnight ➤ School Busing	5 th grade Minisink Trip -Mr. Clausen	SCHOOL BUSING Annual 5 th grade overnight trip to Fairview Lakes YMCA
May 31, June 1, 2, 2023 Cost to Board ➤ Add'l chaperone hrs. overnight	8 th grade Trip -Mrs. Porter	SHORT HILLS TOURS PACKAGE 3 day 8 th grade Overnight Trip to Gettysburg, Lancaster, Hershey Park
June 1, 2023 Cost to Board ➤ School Busing	3rd/4th Articulation Concert -Mr. Branch, Mrs. Schabert, Ms. Moore	SCHOOL BUSING (secured by ES) Concert here at MTMS 11am-12pm
June 1, 2023 Cost to Board ➤ School Busing	4th graders Visit MTMS -Dr. Ciccone	SCHOOL BUSING (secure by ES) 9:00am-12:00pm
June 1, 2023	4 th grade Parent Meeting -Dr. Ciccone	"A Day in the Life of a 5 th Grader" – 1:30pm
June 5, 2023	6 th grade Greek Festival -Ms. Procanik	All day in-house activities
June 6, 2023	8 th gr. Class Picnic	MTMS

	-Mrs. Porter	9:00am-2:00pm
Last Day TENTATIVE JUNE 8, 2023 Cost to Board ➤ School Busing	H.S.A. Bagel Breakfast ➤ PD. 1-8 TH GR. ONLY Graduation ➤ 6:30PM	SCHOOL BUSING (AFTER GRADUATION)

4. **MTSD Chromebook Agreement** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education approves the "Chromebook Guidelines and Agreement" for use during the 2022-2023 school year.
5. **New - Elementary School Curriculum** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of the new Elementary School Social-Emotional Learning Curriculum for Grades PK-4 for the 2022-2023 school year.
6. **Revised - Elementary School Curriculum** (*Attachments*)
BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of the revised Elementary School Social Studies Curriculum for Grades 1-4 for the 2022-2023 school year.

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 July 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 July 2022 Board Secretary's Reports.
3. **Treasurer's Report**
BE IT RESOLVED that the Mendham Township Board of Education approves the June 2022 Treasurer's Reports.

4. **June 2022 Transfer Reports**

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

5. **June 2022 (final) and July 2022 Bills List**

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

Fund 10	\$ 26,952.01
Fund 11	\$792,693.59
Fund 30	\$ 34,654.20
Fund 60	\$ 7,379.00
Fund 95	\$ <u>225.00</u>
Total:	<u>\$861,903.80</u>

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the July 2022 Bills List. This includes payroll checks N0403 through N0405.

Fund 10	\$ 3,196.35
Fund 11	<u>\$272,505.53</u>
Total:	<u>\$275,701.88</u>

6. **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
Mendham High School Boys Basketball	<u>MS</u> Gyms	Tuesdays & Thursdays 07/12/22 - 08/18/22	5:45 pm - 8:45 pm	Bill Connolly
		Fridays 07/15/22, 07/29/22, 08/05/22	8:00 am - 12:00 pm	
Mendham High School Volleyball	<u>MS</u> Gyms	Monday - Thursday 08/15/22 - 08/18/22	9:00 am - 3:00 pm	
		Monday - Friday	3:15 pm - 5:15 pm	

		08/22/22 - 10/15/22		
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*Subject to change due to conflicts with Mendham Township School events.

7. **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 2022-2023 school year.

8. **2022-2023 Joint Transportation Agreement with Washington Township Schools** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approved the 2022-2023 Joint Transportation Agreement between the Mendham Township Board of Education and Washington Township Schools.

9. **Construction Management Services for the Referendum Project** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approve Epic Management, Inc. as the Construction Management Services company to provide professional services for the Referendum services at both the Mendham Township Elementary and Middle Schools.

Personnel and Human Resources

1. **Appointment - Jennifer Minuche, Transportation Assistant**
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Jennifer Minuche, as the Transportation Assistant, effective July 1, 2022 for the 2022-2023 school year, at an annual salary of \$50,000.00.

2. **New Hire - Cecilia Maggiore, Elementary School Spanish Teacher** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Cecilia Maggiore as a Full-Time Elementary School Spanish Teacher, effective August 22, 2022 for the 2022-2023 school year, at an annual salary of \$60,555.00, BA, Step 11.

3. **Leave of Absence-Cara Rubinaccio-Dawes**
BE IT RESOLVED that the Board hereby approves Cara Rubinaccio-Dawes, Elementary School Teacher, for a leave of absence, having received doctor’s certification, commencing November 1, 2022, while utilizing Twenty-five (25) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on January 27, 2023.

BE IT FURTHER RESOLVED that the Board hereby approves Twelve (12) weeks under the NJ Family Leave Act (FLA) for Cara Rubinaccio-Dawes, commencing on December 12, 2022 through March 10, 2023, as requested in writing;

BE IT FURTHER RESOLVED that the Board hereby approves Cara Rubinaccio-Dawes with an anticipated return to work date of March 13, 2023.

4. **Leave of Absence-Jillian Savastano-Glander**

BE IT RESOLVED that the Board hereby approves Jillian Savastano-Glander, Elementary School Teacher, for a leave of absence, having received doctor’s certification, commencing November 14, 2022, while utilizing Twenty-one (21) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on February 12, 2023.

BE IT FURTHER RESOLVED that the Board hereby approves Twelve (12) weeks under the NJ Family Leave Act (FLA) for Jillian Savastano-Glander, commencing on December 19, 2022 through March 17, 2023, as requested in writing;

BE IT FURTHER RESOLVED that the Board hereby approves Jillian Savastano-Glander with an anticipated return to work date of March 20, 2023.

5. **Revised - Summer Curriculum Work Hours - Elementary School**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following to provide 6 hours each at the contractual rate of \$60 per hour for the following curriculum work not to exceed \$360.00 per person:

Staff Member Name	Curriculum	Date
Diane Barlow Brianna D’Almeida Lisa Lombardo Erica Parke	English Language Arts (K-4)	07/21/22

6. **Substitute Teachers - Reappointment**

BE IT RESOLVED that the Mendham Township Board of Education reappoints the following Substitute Teachers for the 2022-2023 school year at the current rate of \$125.00 per day.

Substitute Teachers		
Kelly Bierals	Rebekah Griffin	Lisa Rapp
Deb Buchanan	Kyonghee Kim	Laura Ryan
Taylor Copeman	Katherine LoVecchio	Nikki Santomo

Lauren Costanza	Silvana Martirano	Anthony Terraccino
Shilpa Dhamane	Karen Muha	Christine Thalacker
Alexandria Doty	Purba Pal	Elizabeth Vespucci
Lauren Garofalo	Joe Pedalino	Christopher Welch
Sayrah Garrison	Nicholas Pereira	Rachel Wong
Erica Gibbons	Eileen Phillips	

7. **Substitute Callers for the 2022-2023 School Year**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Dr. Salvatore M. Constantino and Dr. Robert Koroski as substitute callers for the Elementary and Middle Schools at a rate of \$3,000.00 each for 2022-2023 school year.

Policy and Planning

1. **Second Reading** (*Attachments*)

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

A. General Policy and Regulation Guides

- P 1648.14 Safety Plan for Healthcare Settings in School Buildings - COVID-19 (M) (Abolished)
- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings - COVID-19 (M) (New)
- P 2415.04 Title I - District-Wide Parent and Family Engagement (M) (Revised)
- P 2415.50 Title I - School Parent and Family Engagement (M) (New)
- P 2416.01 Postnatal Accommodations for Students (New)
- P 2417 Student Intervention and Referral Services (M) (Revised)
- P 3161 Examination for Cause (Revised)
- P 4161 Examination for Cause (Revised)
- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)
- P & R 7410 Maintenance and Repair (M) (Revised)
- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

B. Special Education/Receiving Schools NJDOE Monitoring Policy and Regulation Guide Updates

- P 2461 Special Education/Receiving Schools (M) (Revised)

- R 2461.06 Special Education/Receiving Schools - Appropriately Certified and Licensed Staff (M) (Revised)
- R 2461.09 Special Education/Receiving Schools - Statewide and District-Wide Assessment Programs (M) (Revised)
- R 2461.10 Special Education/Receiving Schools - Full Educational Opportunity (M) (Revised)
- R 2461.12 Special Education/Receiving Schools - Length of School Day and Academic Year (M) (Revised)
- R 2461.14 Special Education/Receiving Schools - Amending Policies, Procedures, the Services Provided, or the Location of Facilities (M) (Revised)
- R 2461.15 Special Education/Receiving Schools - Operation of an Extended Academic Year Program (M) (Revised)
- R 2461.19 Special Education/Receiving Schools - Behavior Modification Program (M) (Revised)

XI. 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.

XII. Discussion

XIII. Adjournment