

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
REGULAR SESSION MEETING AGENDA
TUESDAY, MARCH 21, 2023**

I. Call to Order

II. Flag Salute

III. Roll Call of the Board of Education

Mrs. Joan Mody	President
Mr. Andrew Christmann	Vice President
Mr. Adam Dubeck	
Mr. Peter Dumovic	
Mr. Thomas Keeling	
Dr. Rekha Mandel	
Mrs. Diana Orban Brown	

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. Board President's Report

VI. Student Representative to the Board of Education

➤ Serena Mody

VII. Superintendent's Report

➤ District Updates, News and Events
➤ MTES Students on the MTES History Project
➤ Dr. Ciccone and Dr. Kotcho Presentations

VIII. Board Secretary's Report

IX. Correspondence

X. Consent Items

Approval of Minutes

Work Session Minutes: February 21, 2023

Regular Session Minutes: February 28, 2023

Curriculum and Instruction

1. **2019-2022 Comprehensive Equity Plan Extension Statement of Assurance for the 2023-2024 School Year** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the submission for the extension of its current Comprehensive Equity Plan for the 2023-2024 school year.

2. **Bring Your Child to Work Day**

BE IT RESOLVED that the Mendham Township Board of Education approves April 27, 2023, as "Bring Your Child to Work Day" in the Mendham Township Schools.

3. **New - Elementary School Field Trips** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trips for the 2022-2023 school year:

Date	Grade	Activity	Chaperones
04/18/23	2nd Grade	Franklin Mineral Museum Franklin, NJ	Brianna D’Almeida Andrea Fattorusso Katelyn Jones Kristin Miller Theresa Milow Kevin O’Keefe Darlyne Pieper
04/19/23	1st Grade	Raritan Valley Community College Planetarium Branchburg, NJ	Eugenia Mastrogiannakos Kelly Merlino Laura Porrovecchio Tiffany Reed

4. **Previously Approved - Middle School Field Trip** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trip for the 2022-2023 school year previously approved by the Board on July 19, 2022:

Date	Grade	Activity	Chaperones
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04/11/23	5th - 8th Grades	Dress Rehearsal for All District Orchestra WMMHS	Karen Schaberg
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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 March 2023 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 February 2023 Board Secretary’s Reports.

3. **Treasurer’s Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2023 Treasurer’s Reports.

4. **February 2023 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2023 transfer report.

5. **March 2023 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final March 2023 Bills List. This includes payroll checks N0462 through N0465.

Fund 10	\$ 29,235.88
Fund 11	\$1,177,209.20
Fund 20	\$ 15,646.25
Fund 30	\$ 127,483.92
Fund 60	\$ 44,265.31
Fund 95	\$ <u>1,190.00</u>
Total:	<u>\$1,395,030.56</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
NJ Cyclones Basketball	<u>MS</u> Gym	Mondays 03/20/23 - 06/06/23	3:30 pm - 5:00 pm	Perry Hooker
Mendham Chester Running Club	<u>MS</u> Fields	Monday - Friday 03/14/23 - 05/19/23	6:00 pm - 7:30 pm (Tuesdays) 5:00 pm - 6:00 pm	Ted Rostiac
GRIT 360 Basketball	<u>MS</u> Gym	Tuesdays & Thursdays 03/21/23 - 05/30/23	6:00 pm - 8:30 pm	Kerry Foderingham
Sport Games	<u>ES</u> Gym	Thursdays 04/06/23 - 06/01/23 Fridays 04/14/23 - 06/02/23	8:00 am - 8:45 am	Briana Panetta
MT Soccer Camp	<u>MS</u> Fields	Monday - Friday 06/12/23 - 06/30/23	9:00 am - 3:00 pm	Andre Viola

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

7. **Selection of ESCO for the Implementation of an Energy Savings Improvement Project (ESIP)**

WHEREAS; N.J.S.A. P.L. 2011, c.139 (LFN 2012-10) enables local contracting units to utilize national cooperative contracts as a method of procurement, the Mendham Township Board of Education (BOE) being a member of the TIPS USA National Cooperative (TIPS) and;

WHEREAS; Energy Savings Performance Contract Services are available via contract No. 220104 within the TIPS portfolio;

WHEREAS; TIPS utilized a competitive bidding process in the selection of contractors capable of implementing an Energy Savings Performance Contract and,

WHEREAS; Honeywell International under contract #220104 has competed and has been selected as a provider of Energy Savings Performance Contracts under TIPS and:

WHEREAS; Honeywell International is also designated under the Department of Management and Construction (DPMC) in the State of New Jersey under a CO36 classification as a qualified Energy Services Company (ESCO) and;

WHEREAS; Honeywell International has implemented multiple Energy Savings Performance Contracts within New Jersey as titled the Energy Savings Improvement Program (ESIP)

WHEREAS; the BOE has selected Honeywell International, 534 Fellowship Rd, Mt Laurel Township, NJ 08054 the qualified Energy Service Company (ESCO) to detail, design and implement an Energy Saving Plan and ESIP project for the BOE in accordance with P.L 2012, c.55 (P.L.2009, c.4); and

WHEREAS, Honeywell will provide an Energy Savings Plan, including engineering, construction, and project management as part of their proposal, and the total cost of services will be a predetermined amount and paid for out of the energy, operational savings, rebates, and grants as calculated in accordance with P.L. 2012, c.55,

WHEREAS, there is no cost for the Energy Savings Plan if the district moves forward with an ESIP project and the BOE will have the option to continue the process to full implementation of the ESIP project once the ESP has been reviewed and approved by an independent 3rd party in accordance with P.L.2012, c.55, and adopted by the BOE.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education authorizes the School Business Administrator / Board Secretary to execute a Project Development Agreement with Honeywell upon review and approval from the Board Attorney.

Personnel and Human Resources

1. **Elementary School Activity Chaperones - Talent Show (March 9, 2023)**

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following two (2) chaperones at the contractual rate of \$100.00 each for events that start after contractual hours for the Co-Curricular Activity.

Carolyn Allen, Kelly Merlino

2. **Elementary School Activity Chaperones - STEM Expo (April 19, 2023)**

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following two (2) chaperones at the contractual rate of \$100.00 each for events that start after contractual hours for the Co-Curricular Activity.

Hannah Dunlevy, Lisa Lombardo

3. **New Hire - Christopher Vrabel, Transportation Driver**
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Christopher Vrabel, full-time Transportation Driver, pending completion of paperwork and CDL requirements, for the 2022-2023 school year, at a prorated salary of \$30,801.60.

4. **Substitute Transportation Driver**
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Ernest Bernard, Substitute Transportation Driver, pending completion of paperwork, at an hourly rate of \$23.50 for the 2022-2023 school year.

5. **Middle School Schedule C 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 Middle School:

Activities	2022-2023 Salary	Coach
Softball	\$4,660	Greg DePugh <i>(previously approved Christina Patella)</i>

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

Eileen Scanlan, MacKenzie Storms

Policy and Planning

1. **Second Reading** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the Second reading and adoption of the following policy:

P 0168 Recording Board Meetings (Revised)

2. **Revised - Mendham Township School District Calendar 2022-2023**
(Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approves the revised 2022-2023 Mendham Township School District Calendar.

XI. ACTION ITEMS

Operations and Finance

1. **Bid Results: Mendham Township Elementary School - Exterior**

WHEREAS, on March 14, 2023, the Mendham Township Board of Education ("Board") held a public bid opening for the Envelope Improvements at Mendham Township Elementary School project ("Project"); and

WHEREAS, the Board received one (1) bid at the public bid opening from Spartan Construction General Contracting, Inc. ("Spartan"), South Amboy, New Jersey, in the total amount, inclusive of all allowances, of Eight Hundred Forty-Nine Thousand Eight Hundred Dollars (\$849,800.00), inclusive of a base bid of Three Hundred Ninety-Nine Thousand Eight Hundred Dollars (\$399,800.00), a bid of One Hundred Twenty Thousand Dollars (\$120,000.00) on Alternate #1, a bid of One Hundred Seventy Thousand Dollars (\$170,000.00) on Alternate #2, and a bid of One Hundred Sixty Thousand Dollars (\$160,000.00) on Alternate #3; and

WHEREAS, the Board, in consultation with its Architect, has determined Spartan to be the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED that in accordance with the provisions of N.J.S.A. 18A:18A-1, et seq., the Board hereby awards a contract for the Project to Spartan Construction General Contracting, Inc., in the amount of Eight Hundred Forty-Nine Thousand Eight Hundred Dollars (\$849,800.00), broken down as set forth above; and

BE IT FURTHER RESOLVED that upon receipt of the executed contract and approval of the bonds, insurance certificate, and other documents required by the contract from Spartan, the Business Administrator is authorized to return Spartan's bid security.

2. **Bid Results: Mendham Township School District - Roofs**

WHEREAS, on March 17, 2023, the Mendham Township Board of Education ("Board") held a public bid opening for the Roofs Replacements at Mendham Township School District project ("Project"); and

WHEREAS, the Board received three bids (3) bids at the public bid opening; and

WHEREAS, the lowest numerical bid was submitted by MAK Group, LLC with a base bid, inclusive of all allowances of Six Hundred Seventy-Two Thousand Four Hundred Sixty Dollars (\$672,460.00); and

WHEREAS, the Board, in consultation with its Architect, has determined MAK Group, LLC to be the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED that in accordance with the provisions of N.J.S.A. 18A:18A-1, et seq., the Board hereby awards a contract for the Project to MAK Group, LLC, inclusive of all allowances, in the amount of Six Hundred Seventy-Two Thousand Four Hundred Sixty Dollars (\$672,460.00); and

BE IT FURTHER RESOLVED that upon receipt of the executed contract and approval of the bonds, insurance certificate, and other documents required by the contract from MAK Group, LLC, the Business Administrator is authorized to return bid securities to all bidders.

XII. Discussion

XIII. 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.

XIV. Adjournment