

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
REGULAR SESSION MEETING AGENDA
THURSDAY, MAY 2, 2024, 7:30 PM**

I. Call to Order

II. Flag Salute

III. Roll Call of the Board of Education

Mrs. Joan Mody President
Dr. Rekha Mandel Vice President
Mr. Andrew Christmann
Mr. Adam Dubeck
Mr. Peter Dumovic
Mr. Thomas Keeling
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. Student Representative to the Board of Education

➤ Rachel Christie

VI. Superintendent's Report

➤ District Updates, News, and Events
➤ Budget Presentation

VII. Board Secretary's Report

VIII. Board President's Report

IX. Correspondence

X. Committee Reports

XI. Consent Items

Approval of Minutes:

May 12, 2024 Work Session Minutes
May 19, 2024 Regular Session Minutes

Curriculum and School Programs

1. Bring Your Child to Work Day

BE IT RESOLVED that the Mendham Township Board of Education approves April 25, 2024, as “Bring Your Child to Work Day” in the Mendham Township Schools.

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, 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 March 2024 that no major accounts and fund balances in the 2023/2024 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 March 2024 Board Secretary’s Reports.

3. Treasurer’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2024 Treasurer’s Reports.

4. March 2024 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2024 transfer report.

5. April 2024 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the April 2024 Bills List. This includes payroll checks N0549 through N0551.

| | |
|-----------------------------|----------------|
| Fund 10 - Treasurer Account | \$ 31,736.57 |
| Fund 11 - Treasurer Account | \$1,743,919.27 |

Fund 20 - Special Revenue/Grants \$ 9,623.74
Fund 60 - Food Service Account \$ 31,107.76
Total: \$1,816,387.34

6. 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 \$0.47 per mile).

| Program Name | Date | Employee | Event Cost | Total Cost |
|-----------------------------------|----------|------------------|---|---|
| Eduscape STEM Curriculum Training | 04/22/23 | Matthew Viggiano | \$0.00 Substitute Coverage + Mileage Reimbursement | \$0.00 Substitute Coverage + Mileage Reimbursement |

7. Use of District Facilities

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2023-2024 school year with the right to cancel based on school events and needs:

| Organization | Location | Dates | Times | Responsible Party |
|--|--|---|---------------|-------------------|
| Stronghold Hoops LLC | <u>MS</u> Gyms | Mondays & Wednesdays 04/03/24-06/03/24 | 5:00-9:30pm | Nate Suresh |
| North Jersey Performing Arts | <u>ES</u> Classroom Playground Garden | Monday - Friday 06/10/24-06/14/24 | 8:30-11:30am | Jennifer Branch |
| Chester Mendham Baseball & Softball Club | <u>ES</u> All Purpose Room | Saturday 04/13/24 <i>(Rain location for Opening Day photos)</i> | 8:00am-2:00pm | Lauren Garofalo |

| | | | | |
|---|-------------------|------------------------------|-------------|--------------------|
| Chester Mendham Baseball & Softball Club | <u>ES</u> Gyms | Mondays 11/25/24-03/10/25 | 5:30-8:30pm | Lauren Garofalo |
|---|-------------------|------------------------------|-------------|--------------------|

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

8. Submission of NJSIG Safety Grant Application 2024-2025

BE IT RESOLVED that the Mendham Township Board of Education hereby approves the submission of the grant application for the 2024-2025 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, to include safety initiatives within the buildings and classroom security, in the amount of \$3,000 for the period of July 1, 2024, through June 30, 2025.

Personnel and Human Resources

1. Staff Retirement: Carlos Echeverry (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of retirement from Carlos Echeverry, Middle School Custodian, dated April 12, 2024, effective June 30, 2024.

2. Staff Retirement: Geri Esposito (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of retirement from Geri Esposito, Middle School Science Teacher, dated April 8, 2024, effective July 1, 2024.

3. Staff Resignation: Savannah Quinn (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Savannah Quinn, Elementary School Third Grade Teacher, dated April 2, 2024, effective June 13, 2024.

4. Staff Resignation: Amy Fortuin (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Amy Fortuin, Elementary School Third Grade Co-Teacher, dated April 10, 2024, effective June 13, 2024.

5. Staff Resignation: Alexander Hufford (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Alexander Hufford, Middle School Physical Education Teacher, dated April 18, 2024, effective June 13, 2024.

6. Staff Resignation: Cecilia Maggiore (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Cecilia Maggiore, Elementary School World Language Teacher, dated April 22, 2024, effective June 13, 2024.

7. **Leave of Absence - Alaina Commarato**

BE IT RESOLVED that the Mendham Township Board of Education hereby approves Alaina Commarato, for a leave of absence, having received doctor’s certification, commencing September 3, 2024, while utilizing Fifteen (15) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on November 22, 2024.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education hereby approves Twelve (12) weeks under the NJ Family Leave Act (FLA) for Alaina Commarato, commencing on October 28, 2024, through January 24, 2025, as requested in writing;

BE IT RESOLVED that the Mendham Township Board of Education approves Alaina Commarato with a return to work date of January 27, 2025.

8. **Middle School Chaperones**

BE IT RESOLVED that the Mendham Township Board of Education approves the following chaperones for Activities and Student Council Events previously approved by the Board at their June 20, 2023 meeting.

| | | |
|--|------------------|-----------------|
| April 12, 2024 - PTO Sponsored Dance (7:00 p.m. - 8:30 p.m.) | | |
| Alexandria Ferenc | Jaqueline Medina | Fernando Rivera |
| Perry Hooker | Amanda Porter | |
| Alexander Hufford | Lauren Procanik | |

| | | |
|--|--------------|-----------------------|
| May 5, 2024 - 8th Grade Evening Lip Sync Contest (7:00 p.m. - 8:30 p.m.) | | |
| Mariah Clark | Diana Gomez | Jaqueline Medina |
| Jessica Costanzo | Perry Hooker | Amanda Porter/Advisor |
| Megan Fazio | Tara Horutz | |

| | | |
|--|--|--|
| May 23, 2024 - Evening of the Arts (6:00 p.m. - 8:30 p.m.) | | |
| Stephen Dodrv/Advisor | | |

| |
|-----------------------------|
| Alexandria Ferenc |
| Francesca Hare/Advisor |
| Zachary Naughtright/Advisor |

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment to the above chaperones at the contractual rate of \$100.00 (per event) that begins after contractual hours.

9. **Revised Middle School Field Trip Chaperones**

BE IT RESOLVED that the following teachers will be chaperoning the field trip to West Essex High School on April 24, 2024. This field trip was previously approved by the Board on March 19, 2024.

Russell Branch, Stephen Dodrv, Zachary Naughtright

10. **Job Descriptions Approval (Attachments)**

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of the following Job Descriptions:

Learning Disabilities Teacher Consultant
 School Psychologist
 School Social Worker
 Speech Therapist
 Affirmative Action Officer
 District Anti-Bullying Coordinator
 School Anti-Bullying Coordinator

Policy and Planning

1. **Second Reading (Attachments)**

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

- P 1140 Educational Equity Policies/Affirmative Action (M)
- P 1523 Comprehensive Equity Plan (M)
- P 1530 Equal Employment Opportunities (M)
- R 1530 Equal Employment Opportunity Complaint Procedure (M)
- P 1550 Equal Employment/Anti-Discrimination Practices (M)
- R 2200 Curriculum Content (M)
- P 2260 Equity in School and Classroom Practices (M)
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M)

- P 2411 Guidance Counseling (M)
- P 2423 Bilingual Education (M)
- R 2423 Bilingual Education (M)
- P 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)
- R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)
- P 3211 Code of Ethics
- P 5570 Sportsmanship
- P 5750 Equitable Educational Opportunity (M)
- P 5755 Equity in Educational Programs and Services (M) Abolished
- P 5841 Secret Societies
- P 5842 Equal Access of Student Organizations
- P 7610 Vandalism
- R 7610 Vandalism
- P 9323 Notification of Juvenile Offender Case Disposition

XII. ACTION ITEMS

Personnel and Human Resources

1. Leave of Absence - James Castiglione

BE IT RESOLVED that the Mendham Township Board of Education hereby approves James Castiglione, Bus Driver, for a leave of absence, commencing April 15, 2024, while utilizing 14 accumulated sick days, under the Federal Family Medical Leave Act (FMLA), ending after 3 weeks on May 3, 2024.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education hereby approves James Castiglione with an anticipated return to work date of May 6, 2024, pending re-evaluation and certification from a physician.

2. Leave of Absence - Jannette Vega

BE IT RESOLVED that the Mendham Township Board of Education hereby approves Jannette Vega, School Bus Driver, for a leave of absence, commencing May 2, 2024, under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA), while utilizing Eight (8) sick days, and ending after Two (2) weeks on May 13, 2024.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education hereby approves Jannette Vega with an anticipated return to work date of May 14, 2024.

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.

XIV. Adjournment