

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
REGULAR SESSION MEETING AGENDA
TUESDAY, SEPTEMBER 26, 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. Superintendent's Report

- District Updates, News and Events
- Dr. Koroski, Director of Special Services - Presentation
- Middle School Student Council

VI. Board Secretary's Report

VII. Board President's Report

VIII. Correspondence

IX. Committee Reports

- **DEIB**

X. Consent Items

Approval of Minutes

Regular Session Minutes: August 23, 2023

Curriculum and Instruction

1. Paraprofessional Staff 2023-2024

BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the Paraprofessional Staff Statement of Assurance for the 2023-2024 school year.

2. Contract with Anne Hunkler Karanikas

BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler Karanikas for contracted Behavioral Consultation within the school from 08/31/23 to 06/10/24 for 3 hours per week for a total of 108 hours @ \$80/hr. not to exceed a total of \$8,640.00.

3. New - Elementary School Field Trips (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education approves the following Elementary School field trips for the 2023-2024 school year:

Date	Grade	Activity	Chaperones
10/04/23	LLD	Wightman's Farm	Jillian Glander Beth Smith TBD
10/16/23	LLD	Mendham Township Library	Jillian Glander Beth Smith TBD

4. Middle School Field Trip - Confirmation of Field Trip (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the following Middle School field trip for the 2023-2024 school year, previously approved by the Board on June 20, 2023.

Date	Grade	Activity	Chaperones
10/13/23	7th Grade	Philadelphia, PA	Elizabeth Barter Franziska Dragon Alexandria Ferenc James Haggerty

			Carol Hueston Perry Hooker Alexander Hufford Fernando Rivera
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BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate of \$120.00 for field trips which extend the day by more than two (2) hours to the above chaperones attending the Philadelphia, PA field trip.

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 2023 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 August 2023 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **August 2023 Transfer Reports**

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

5. **September 2023 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the September 2023 Bills List. This includes payroll checks N0503 through N0505 and N0806 through 508.

Fund 10 - Treasurer Account	\$ 52,724.89
Fund 11 - Treasurer Account	\$1,745,581.80
Fund 20 - Special Revenue/Grants	\$ 67,329.52
Fund 30 - Referendum Account	\$ 472,978.70
Fund 60 - Food Service Account	\$ 1,491.86
Fund 80 - Unemployment Acct	\$ 5,213.96
Total:	\$2,345,320.73

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 23-02-OMB rate (currently \$0.47 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
NJSBGA Northwest Chapter Meeting	09/12/23	Scott Bellows	\$0.00	\$0.00
NJ Consortium for Gifted & Talented Programs	09/32/23	Theresa McNamara	\$0.00 + Substitute Teacher	\$0.00 + Substitute Teacher
Multisensory Language Instruction	10/19/23	Jillian Glander	\$0.00 + Substitute Teacher	\$0.00 + Substitute Teacher
Nonviolent Crisis Intervention	10/24/23 10/25/23 10/26/23	Jillian Glander	\$4,349.00 + Mileage Reimbursement + Substitute Teacher	\$4,349.00 + Mileage Reimbursement + Substitute Teacher
IPM Training Session	10/27/23	Scott Bellows	\$0.00	\$0.00

7. **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 Patriots Sports Association	<u>ES</u> Gyms	Mondays - Fridays & Saturdays 11/13/23-03/15/24	5:30pm-9:30pm 8:00am-4:00pm	Patrick Reed
	<u>MS</u> Gyms	Mondays - Fridays Saturdays Sundays 09/08/23-03/15/23	5:30pm-9:30pm 8:00am-6:00pm 11:00am-6:00pm	

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

8. **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 2023-2024 school year.

9. **Transportation Agreement with Montgomery YMCA**

BE IT RESOLVED that the Mendham Township Board of Education approves the transportation agreement with Montgomery YMCA from Monday, September 11, 2023, through Friday, June 14, 2023, at an hourly rate of \$85.00 for a 54-passenger full-size bus.

Personnel and Human Resources

1. **Rescind - Stephanie McKinney**

BE IT RESOLVED that the Board of Education rescinds the appointment of Stephanie McKinney for the 2023-2024 school year.

2. **Resignation - Bonnie Manzo, Elementary School Lunch/Recess Aide**

BE IT RESOLVED that the Mendham Township Board of Education accepts the resignation of Bonnie Manzo dated and effective September 8, 2023.

3. **Substitute Elementary School Lunch/Recess Aide - Bonnie Manzo**

BE IT RESOLVED that the Mendham Township Board of Education approves Bonnie Manzo as a Substitute Elementary Lunch/Recess Aide at an hourly rate of \$15.00 for the 2023-2024 school year.

4. **Christopher Vrabel, Elementary School Lunch/Recess Aide**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Christopher Vrabel as a Lunch/Recess Aide at an hourly rate of \$15.00, effective September 8, 2023, for the 2023-2024 school year. Mr. Vrabel is an employee of the MTSD as a Transportation Driver.

5. **Leave of Absence - Susan Oths**

BE IT RESOLVED that the Board hereby approves Susan Oths, Elementary School Instructional Aide, for a leave of absence, commencing September 5, 2023, while utilizing Eighteen (18) sick days, ending after Four (4) weeks on September 29, 2023. (Not covered under the Family & Medical Leave Act-FMLA)

BE IT RESOLVED that the Board approves Susan Oths with a return to work date of October 2, 2023.

6. **Leave of Absence (REVISED) - Mary (Geri) Esposito**

BE IT RESOLVED that the Board hereby approves Mary (Geri) Esposito, Middle School Teacher, for a leave of absence, having received doctor's certification, commencing August 31, 2023, while utilizing Fifty-Six (56) accumulated sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on November 22, 2023.

BE IT FURTHER RESOLVED that the Board hereby approves Mary (Geri) Esposito for a leave of absence, commencing on November 27, 2023, while utilizing Thirty-Seven (37) sick days, under the NJ Family Leave Act (NJFLA) ending after Eight (8) weeks on January 26, 2024;

BE IT RESOLVED that the Board approves Mary (Geri) Esposito with an anticipated return to work date of January 29, 2024.

7. **Leave Replacement (REVISED) - Mariah Clark**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Mariah Clark as a Leave Replacement Middle School Science Teacher, effective August 31, 2023, through January 26, 2024 (previously approved end date of December 31, 2023), at a prorated salary of \$55,275.00, BA, Step 1.

8. **Extra Hours: Cindy Blood, Instructional Aide Services**

BE IT RESOLVED that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$32.14 for Cindy Blood to provide 1:1 student services for all extra curricular activities for the 2023-2024 school year.

9. **Extra Instructional Periods**

BE IT RESOLVED that the Mendham Township Board of Education approves the following staff members to teach extra periods of instruction during the 2023-2024 school year, effective September 11, 2023, 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.

Zero Period - Elementary School Multi-Sensory Reading Program	5 Period/wk	Dawn Cullinan	\$8,500.00
Zero Period - Middle School Multi-Sensory Reading Program	5 Period/wk	Jennifer Vazquez	\$8,500.00

10. **Elementary School Schedule B Stipend Positions for 2023-2024**

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2023-2024 Schedule B Stipend position for the Elementary School:

Activities	2023-2024 Salary	Staff Member
Special Project: The Kids Heart Challenge	\$225.00 per project	Briana Panetta
Enrichment Team: MTES Safety Patrol	\$225.00 base + max of 10 events @ \$56.00 each, not to exceed a total of \$785.00	Dori Smyth

11. **Extra Hours: Susan Reuter, Transportation Assistant**

BE IT RESOLVED that the Mendham Township Board of Education approves extra hours for Susan Reuter having covered summer mail for a total of 13 hours from 08/17/23 through 08/25/23 at an hourly rate of \$27.00.

12. **Transportation - Fleet Washing**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Daniel Wood to wash the outside of the transportation fleet twice per year (Fall & Spring) at an hourly rate of \$27.00, not to exceed \$1,485.00, for the 2023-2024 school year.

13. **New - Schedule B Co-Curricular Activity Stipend** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the Schedule B, Co-Curricular Activity, Leaders in Training for Grade 3 beginning with the 2023-2024 school year.

14. **Substitute Teacher – Reappointment**

BE IT RESOLVED that the Mendham Township Board of Education reappoints Andrea Christie, Substitute Teacher for the 2023-2024 school year at the current rate of \$125.00 per full day and \$62.50 per half day.

XI. ACTION ITEMS

Curriculum and Instruction

1. **New - Elementary School Field Trip** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the following Elementary School field trip for the 2023-2024 school year:

Date	Grade	Activity	Chaperones
10/11/23	Grade 1	Turtle Back Zoo	Eugenia Mastrogiannakos Kelly Merlino Tiffany Reed Laura Porroveccho Jamal Springer Jillian Glander Katherine LoVecchio Dylan Lehman Christina Coats

Operations and Finance

1. **N.J. Learning Acceleration Program - High Impact Tutoring Competitive Grant**

BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the New Jersey Learning Acceleration Program - High

Impact Tutoring Competitive Grant in the amount of \$38,000.00 for a project period of 10/11/2023 through 08/31/2024.

Personnel and Human Resources

1. **Resignation - Susan Oths, Instructional Aide** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education accepts the resignation of Susan Oths dated and effective September 20, 2023.

2. **Revised - Staff Resignation - Catherine Moore**

BE IT RESOLVED that the Mendham Township Board of Education approves the revised resignation effective date of September 27, 2023.

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