

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
WORK SESSION MEETING AGENDA
TUESDAY, OCTOBER 10, 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. Ciccone and Dr. Kotcho - Principal Presentations

VI. Board Secretary's Report

VII. Board President's Report

VIII. Correspondence

- October 1, 2023 - Christine Rollo

IX. Committee Reports

- **Curriculum and Instruction**
- **Operations and Finance**

- **Personnel and Human Resources**
- **Ad Hoc - DEIB**
- **Ad Hoc - ESIP/Referendum**

X. Consent Items

Approval of Minutes

Work Session Minutes: September 19, 2023
 Regular Session Minutes: September 26, 2023

Approval of Executive Minutes

Executive Session Minutes: September 19, 2023

Curriculum and Instruction

1. **Mendham Township School District Calendar 2024-2025** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approves the Mendham Township School District Calendar for the 2024-2025 school year.

2. **HIB School Self-Assessment for Determining Grades** (Attachments)
BE IT RESOLVED that the Mendham Township Board of Education approves the submission of the Mendham Township Elementary School’s and the Mendham Township Middle School’s Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the New Jersey Department of Education.

3. **Elementary School Building Goals** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education adopts the Elementary School Building Goals the 2023-2024 school year.

4. **Middle School Field Trip - Confirmation of Field Trip** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approves the following field trip for the 2023-2024 school year, previously approved by the Board on June 20, 2023.

Date	Grade	Activity	Chaperones
11/04/23	Grades 4th-8th	Metropolitan Museum of Art New York, NY	Sarah Bizzarro Francesca Hare Elizabeth Barter

BE IT FURTHER RESOLVED that the Mendham Township Board of Education

approves payment, at the rate of \$100.00 for the day, to the above chaperones attending the Metropolitan Museum of Art 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 October 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 September 2023 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **September 2023 Transfer Reports**

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

5. **October 2023 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2023 Bills List. This includes payroll checks N0491 through N0493.

Fund 11 - Treasurer Account	\$
Fund 20 - Special Revenue/Grants	\$
Fund 30 - Referendum Account	\$
Fund 40 - Debt Service	\$
Fund 60 - Food Service Account	\$
Fund 95 - Athletics Account	\$
Total:	\$

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
Visitation to Pine Beach Elementary School	09/27/23	Brianna Boland Andrea Fattorusso Katelyn Jones Theresa Milow Kristin O'Dowd Kevin O'Keefe Darlyne Pieper Laura Porrovecchio Tiffany Reed Jean Sosan Amy Williamson	\$0.00 + Substitute Coverage + Mileage Reimbursement	\$0.00 + Substitute Coverage + Mileage Reimbursement
Quarterly Insurance Meeting	09/29/23	Donna Mosner	\$0.00	\$0.00
Morris County ASBO Meetings	09/29/23 10/13/23 11/03/23 12/08/23 01/12/24 02/09/24 03/15/24 04/26/24 05/10/24 06/05/24	Donna Mosner	\$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
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GRIT 360 Basketball	<u>MS</u> Gyms	Tuesdays & Thursdays 04/02/24 - 05/16/24	6:00 pm-8:30 pm	Kerry Foderingham
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* Subject to change due to conflicts with Mendham Township School events.

8. **Contract with AssistiveTek**

BE IT RESOLVED that the Mendham Township Board of Education approves the contract with AssistiveTek to provide Special Education services during the 2023 - 2024 school year.

9. **Approval of Transportation Agreements (Attachments)**

BE IT RESOLVED that the Mendham Township Board of Education approves the Transportation Agreement for the 2023-2024 school year with the parents of SID #4889939264 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the Transportation Agreement for the 2023 Extended School Year with the parents of SID #9465295785 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the Transportation Agreement for the 2023-2024 school year with the parents of SID #9465295785 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

Personnel and Human Resources

1. **Leave Replacement - Diane Dearie, Speech Therapist Teacher (Attachment)**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Diane Dearie as a Full-Time Leave Replacement Speech Therapist Teacher, effective October 23, 2023, through June 14, 2024, at a prorated salary of \$60,625.00, M/BA+45, Step 2.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Diane Dearie as a Substitute Teacher effective October 16, 2023, through October 20, 2023, at the current rate of \$125.00 per day.

2. **Leave of Absence - Noel Lazoricsek**

BE IT RESOLVED that the Board hereby approves Noel Lazoricsek, Middle School Teacher, for a leave of absence, commencing November 3, 2023, while

utilizing accumulated sick days, under the Federal Family Medical Leave Act (FMLA).

BE IT FURTHER RESOLVED that the Board hereby approves Noel Lazoricsek to return to work at a later date, pending re-evaluation and certification from physician.

3. **Unpaid Leave: Deborah Luciano, Transportation Driver**

BE IT RESOLVED that the Mendham Township Board of Education approves Deborah Luciano to take October 30, 2023, through November 3, 2023, as unpaid absences.

4. **Elementary School Schedule B Stipend Position**

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

Activities	2023-2024 Salary	Staff Member
Leaders in Training Program Coordinator	\$225.00 base + Max of 10 events @ \$56.00 each, not to exceed a total of \$788.00 per team or program	Briana Panetta

5. **Revised: Middle School Chaperones for the 2023-2024 School Year**

(Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the revised attached Middle School Chaperone List for the 2023-2024 school year.

6. **Middle School Athletic Monitors for the 2023-2024 School Year** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the attached Athletic Monitors at the contractual rate of \$100.00 for events that start after contractual hours for the 2023-2024 school year.

7. **Revised: Annual Salary for Marguerite Oswald, Transportation Assistant**

BE IT RESOLVED that the Mendham Township Board of Education approves the revised annual salary of \$21,492.00 to be pro-rated for Marguerite Oswald, due to route adjustments, effective October 23, 2023, for the 2023-2024 school year.

8. **New Hire: Diane Erlemann, Transportation Assistant**
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Diane Erlemann, Transportation Assistant, pending completion of paperwork, at an annual salary of \$19,800.00 to be pro-rated, effective October 23, 2023, for the 2023-2024 school year.

9. **Substitute Teacher**
BE IT RESOLVED that the Mendham Township Board of Education approves the following substitute teacher, pending completion of paperwork, at the current rate of \$125.00 per day for the 2023-2024 school year.

Michelle Scaramellino

Policy and Planning

1. **First Reading (Attachments)**
BE IT RESOLVED that the Mendham Township Board of Education approves the First reading of the following policies and regulations:

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|---------------|--|
| P & R 1642.01 | Sick Leave (New) |
| P & R 3212 | Attendance (M) (Revised) |
| P & R 4212 | Attendance (M) (Revised) |
| P & R 5111 | Eligibility of Resident/Nonresident Students (M) (Revised) |
| P & R 5116 | Education of Homeless Children and Youths (Revised) |
| | |
| P 1524 | School Leadership Councils (Abolished) |
| P & R 3432 | Sick Leave (Abolished) |
| P & R 5460.02 | Bridge Year Pilot Program (M) (Abolished) |
| P 6361 | Relations With Vendors for Abbott Districts (Abolished) |
| P 8540 | School Nutrition Programs (M) (Abolished) |
| P 8550 | Meal Charges/Outstanding Food Service Bill (M) (Abolished) |

XI. Adjourn to Closed EXECUTIVE SESSION

WHEREAS, Chapter 231 P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive session under certain limited circumstances, and

WHEREAS, said the law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Mendham Township that it does hereby determine that it is necessary to meet in executive session at this time to discuss student matters. The matters discussed will be made

public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

XII. Reconvene Open Regular Session Meeting

XIII. ACTION ITEMS

Curriculum and School Programs

1. Harassment/Intimidation/Bullying Report

WHEREAS, the Mendham Township Board of Education has received the Superintendent’s report of the incident(s) of Harassment/Intimidation/Bullying (“HIB”) within the District; and

WHEREAS, the Board has had the opportunity to review the Superintendent’s recommendations with respect to the incident(s) of HIB.

NOW, THEREFORE BE IT RESOLVED that the Board will *accept, reject, or modify* the Superintendent’s recommendations for:

Incident #1: 251510-MTES (*accepts, rejects, modifies*)

Incident #2: 252281-MTMS (*accepts, rejects, modifies*)

Operations and Finance

1. 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
State Counseling Conference (NJSCA)	10/13/23	Alexandria Ferenc Jacqueline Medina	\$109.00 + (1) Substitute Teacher	\$218.00 + (1) Substitute Teacher

Personnel and Human Resources

1. **Revised: Annual Salary for Deborah Getchius, Transportation Assistant**
BE IT RESOLVED that the Mendham Township Board of Education approves the revised annual salary of \$37,573.00 for Deborah Getchius, due to route adjustments, effective October 1, 2023, for the 2023-2024 school year.

2. **Revised: Middle School - 2023 Summer Hours**
BE IT RESOLVED that the Mendham Township Board of Education approves the revised summer hours for School Counselors Alexandria Ferenc and Jacqueline Medina not to exceed 5 hours each, both at a rate of \$39.96 per hour.

XIV. Discussion

XV. 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.

XVI. Adjournment