

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
MIDDLE SCHOOL CAFETERIA
REGULAR SESSION MEETING AGENDA
TUESDAY, JANUARY 28, 2025, 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
Mrs. Elisabeth Carrino-Tamasi	
Mrs. Natasha Crossan	
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. Superintendent's Report

- District Updates, News, and Events
- Governor's Educators of the Year - Mrs. Franziska Dragon, Mrs. Erin Giarrusso
Mrs. Nancy Hammer, Mrs. Molly Koller
- Exemplary Educator Award Winners- Mrs. Kristen O'Dowd, Mrs. Molly Koller

VI. Board Secretary's Report

VII. Assistant Superintendent's Report

VIII. Board President's Report

IX. Correspondence - None.

X. Committee Reports

- **Curriculum and School Programs**
- **DEIB**
- **Operations and Finance**
- **Personnel and Human Resources**
- **Policy & Planning**
- **Ad Hoc - Referendum/ROD Grant**

XI. Consent Items

Approval of Minutes

Regular Monthly Meeting: December 17, 2024

Reorganization Meeting Minutes: January 7, 2025

Curriculum and School Programs

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 1 (September 1, 2024 - December 31, 2024) to the New Jersey Department of Education.

2. Mendham Township School District Calendar 2025-2026 (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the Mendham Township School District Calendar for the 2025-2026 school year.

3. Elementary and Middle School’s Participation in WMMHS “Future Educators Program”

BE IT RESOLVED that the Mendham Township Board of Education approves the Elementary and Middle School’s participation in the WMMHS Future Educators Program on February 27, 2025.

4. Middle School Student Activities: Revised Dates (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the revised dates on attached Middle School Student Activities previously approved by the Board on August 27, 2024.

5. Middle School Addendum to the Health and Physical Education Curriculum (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the addendum to the Middle School Health and Physical Education Curriculum:

- Physical Education: Strength, Speed, Agility, and Flexibility - Grades 7 & 8

6. **Previously Approved - Elementary School Field Trip** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the attached field trips for the 2024-2025 school year.

7. **Elementary School Fundraiser for the 2024-2025 School Year**
BE IT RESOLVED that the Mendham Township Board of Education approves the following Elementary School activity for the 2024-2025 school year:

Date	Activity/Description	Staff
April 2025	St. Jude’s Math-A-Thon - Improve math and comprehensive skills - Solve age-appropriate math problems - Understand the importance of helping others	Kevin O’Keefe

8. **Previously Approved - Middle School Field Trips** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the attached field trips for the 2024-2025 school year.

9. **New - Middle School Field Trips** *(Attachments)*
BE IT RESOLVED that the Mendham Township Board of Education approves the attached field trips for the 2024-2025 school year.

Operations and Finance

1. **Certification Reports**
BE IT RESOLVED that the Mendham Township Board of Education certify, pursuant to N.J.A.C. 6A:23-16.10(a), 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, N.J.S.A. 18A:17-22-8, and N.J.A.C. 6A:23A-16.10(b), after review of the Board Secretary’s and Treasurer’s monthly financial reports for December 2024 that no major accounts and fund balances in the 2024/2025 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 December 2024 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **December 2024 Transfer Reports**

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

5. **January 2025 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the January 2025 Bills List. This includes payroll checks N5597 through N5599 and N5600 through N5602.

Fund 10 - Treasurer Account	\$ 70,005.65
Fund 11 - Treasurer Account	\$2,189,065.57
Fund 12 - Capital Projects	\$ 135,314.48
Fund 20 - Grant Account	\$ 38,072.37
Fund 30 - Referendum Account	\$ 196,657.74
Fund 60 - Cafeteria Account	\$ 17,704.80
Fund 80 - Unemployment	\$ 6,095.87
Fund 95 - Athletic Account	<u>\$ 2,010.00</u>
Total:	<u>\$2,654,926.48</u>

6. **District Travel** (*Attachment*)

BE IT RESOLVED that the Mendham Board of Education approves the attached 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).

7. **Use of District Facilities** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves the attached use of facility applications for the 2024-2025 school year with the right to cancel based on school events and needs.

8. **Preschool Tuition for the 2025-2026 and 2026-2027 School Years**

BE IT RESOLVED that the Mendham Township Board of Education approves the Preschool Tuition rate for the 2025-2026 and 2026-2027 school years:

Monthly Preschool Tuition: \$1,400.00 (September - June)

Personnel and Human Resources

1. **Unpaid Leave - Deborah Getchius, Bus Aide** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves Deborah Getchius, Bus Aide, an unpaid leave effective February 13, 2025, returning to work on March 5, 2025.

2. **Leave of Absence - Briana Panetta**

BE IT RESOLVED that the Mendham Township Board of Education hereby approves Briana Panetta, for a leave of absence, having received doctor's certification, commencing May 26, 2025, while utilizing Four (4) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on October 24, 2025.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education hereby approves Nine (9) weeks under the NJ Family Leave Act (NJFLA) for Briana Panetta, commencing on September 1, 2025, through October 31, 2025, as requested in writing, with a return to work date of November 3, 2025;

BE IT ALSO FURTHER RESOLVED that the Mendham Township Board of Education hereby approves an additional Three (3) weeks under the NJ Family Leave Act (NJFLA) for Briana Panetta, commencing on January 2, 2026, through January 23, 2026, as requested in writing;

BE IT RESOLVED that the Mendham Township Board of Education approves Briana Panetta with a return to work date of January 26, 2026.

3. **Leave of Absence - Jennifer Minuche, Transportation Assistant**

BE IT RESOLVED that the Mendham Township Board of Education hereby approves Jennifer Minuche, Transportation Assistant, for a leave of absence, commencing January 14, 2025, while utilizing accumulated sick days, under the Federal Family Medical Leave Act (FMLA).

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

4. **New Mail Carrier - Erna Hauswald**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Erna Hauswald, Transportation Driver, to be the Mendham Township School District Mail Carrier effective January 15, 2025, at a prorated stipend of \$8,100.00 for the 2024-2025 school year.

5. **Leave Replacement - Erin Schwerdtfeger, Middle School Social Studies Teacher** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Erin Schwerdtfeger, pending completion of paperwork, as a Full Time Leave Replacement Middle School Social Studies Teacher effective January 27, 2025, through June 30, 2025, at a prorated salary of \$57,175.00, BA, Step 1.

6. **Mentor for Provisional Teacher**

BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following to serve as a mentor during the Provisional Teacher Certification process:

Mentor	Provisional Teacher	Certification	Compensation
Perry Hooker	Erin Schwerdtfeger	CEAS	\$550.00
Tara Horutz	John Smith	CEAS	\$550.00

7. **Resignation - Erika Romero, Elementary School Lunch/Recess Aide** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Erika Romero, Elementary School Lunch/Recess Aide, dated January 21, 2025, effective January 29, 2025.

8. **New Hire - Erika Romero, Part-Time Elementary School Paraprofessional**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Erika Romero as a Part-Time Elementary School Paraprofessional at a prorated salary of \$24,638.00 effective January 29, 2025, for the remainder of the 2024-2025 school year.

9. **New Hire - Bonnie Manzo, Cafeteria/Recess Aide**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Bonnie Manzo, Cafeteria/Recess Aide (previously approved as a Substitute Cafeteria/Recess Aide) effective February 3, 2025, to work Mondays, Wednesdays, and Fridays at an hourly rate of \$15.50 for the 2024-2025 school year.

10. **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 2024-2025 school year.

Matthew Sacco

11. **Chaperones** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate for chaperones following the end of the contractual day.

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:

A. A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials - 2023 Revisions

- P 5512 Harassment, Intimidation, or Bullying (M)
- P 5533 Student Smoking (M)
- R 5533 Student Smoking
- P 7441 Electronic Surveillance In School Buildings On School Grounds (M)
- R 7441 Electronic Surveillance In School Buildings and On School Grounds (M)
- P 9320 Cooperation with Law Enforcement Agencies (M)
- R 9320 Cooperation with Law Enforcement Agencies (M)

B. General Policy and Regulation Updates

- P 5111 Eligibility of Resident/Nonresident Students (M)
- P 5516 Use of Electronic Communication Devices
- R 5516 Use of Electronic Communication Devices
- P 5701 Academic Integrity
- P 5710 Student Grievance
- P 8500 Food Services (M)
- P 9163 Spectator Code of Conduct for Interscholastic Events (M)

1. **First Reading** (*Attachments*)

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

- P 2312 Class Size
- P 2330 Homework
- R 2330 Homework
- P 2361 Acceptable Use of Computer Networks/Computers and Resources (M)
- R 2361 Acceptable Use of Computer Networks/Computers and Resources
- P 2415.01 Academic Standards, Academic Assessments, and Accountability (M) - ABOLISHED
- P 2415.03 Highly Qualified Teachers (M) - ABOLISHED

- R 2415 Title I Services (M)
- P 2415.04 Title I - District-Wide Parental Involvement (M)
- P 2416 Programs for Pregnant Pupils (M)
- P 2425.01 HIV Education
- R 2425.01 HIV Prevention/Education
- P 2428.1 Standards-Based Instructional Priorities
- P 2340 Field Trips
- P 2440 Summer Session
- R 2440 Summer Session
- P 2360 Use of Technology
- R 2464 Gifted and Talented Pupils (M)
- P 2466 Needless Pupil Labeling of Pupils with Disabilities (M)
- P 2468 Independent Educational Evaluations
- P 2510 Adoption of Textbooks
- R 2510 Adoption of Textbooks
- P 2530 Resource Materials
- P 2531 Use of Copyrighted Materials
- R 2531 Use of Copyrighted Materials

3. **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 1120 Management Team
- P 1130 Staff Liaison Committees
- P 1210 Board-Superintendent Relations
- P 1230 Superintendent's Duties (M)
- P 1260 Incapacity of Superintendent
- P 1320 Duties of School Business Administrator/Board Secretary
- P 1330 Evaluation of School Business Administrator (M)
- R 1330 Evaluation of School Business Administrator (M)
- P 1331 Evaluation of Board Secretary
- P 1350 Incapacity of School Business Administrator/Board Secretary
- P 1400 Job Descriptions (M)
- R 1400 Job Descriptions (M)
- P 1522 School Level Planning (M)
- P 1540 Administrators Code of Ethics
- P 1570 Internal Controls (M)
- R 1570 Internal Controls (M)
- P 1631 Residency Requirements for Person Holding School District Office, Employment, or Position
- P 2110 Philosophy of Education/District Mission Statement (M)
- P 2132 School District Goals and Objectives
- P 2210 Curriculum Development (M)

- P 2220 Adoption of Courses (M) - ABOLISHED
- P 2230 Course Guides - ABOLISHED
- R 2230 Course Guides - ABOLISHED
- P 2240 Controversial Issues
- P 2310 Student Grouping

XVI. Discussion

XVII. 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.

XVIII. Adjournment