

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
WORK SESSION MEETING AGENDA
TUESDAY, SEPTEMBER 17, 2024, 7:30 PM**

I. Call to Order

II. Flag Salute

III. Oath of Office

Administered by Board Secretary to Newly Selected Board Member Mrs. Elisabeth Carrino-Tamasi

IV. Roll Call of the Board of Education

Mrs. Joan Mody	President
Dr. Rekha Mandel	Vice President
Mrs. Elisabeth Carrino-Tamasi	
Mr. Adam Dubeck	
Mr. Peter Dumovic	
Mr. Thomas Keeling	
Mrs. Diana Orban Brown	

V. 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.

VI. Superintendent's Report

- District Updates, News, and Events

VII. Board Secretary's Report

VIII. Board President's Report

IX. Correspondence

X. Committee Reports

- Curriculum and School Programs

- **DEIB**
- **Operations and Finance**
- **Personnel and Human Resources**
- **Policy**
- **Ad Hoc - Referendum/ROD Grant**

XII. Consent Items

Approval of Minutes

- Work Session Minutes: August 20, 2024
- Executive Session Minutes: August 20, 2024
- Regular Session Minutes: August 27, 2024
- Executive Session Minutes: August 27, 2027

Curriculum and School Programs

1. Tuition Contract for the 2024-2025 School Year with P.G. Chambers

BE IT RESOLVED that the Mendham Township Board of Education approves the Tuition Contract with P.G. Chambers for the 2024-2025 school year effective September 16, 2024, to June 18, 2025, for one (1) student (16463796) as per IEP at a tuition of \$84,461.94.

2. Tuition Contracts for the 2024-2025 School Year with ECLC of New Jersey

BE IT RESOLVED that the Mendham Township Board of Education approves the tuition contract for the Extended School Year with ECLC of New Jersey effective July 1, 2024, through July 30, 2024, for one (1) student (12943852) as per IEP at a tuition of \$7,955.40.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approve the District Enrollment Contract Addendum for Extraordinary services for Summer 2024 with ECLC of New Jersey at the rate of \$270 per day.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the Tuition Contract with ECLC of New Jersey for the 2024 - 2025 school year effective September 5, 2024, to June 25, 2025, for one (1) student (12943852) as per IEP at a tuition of \$71,598.60

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the District Enrollment Contract Addendum for Extraordinary services for the 2024 - 2025 school year effective September 5, 2024, to June 25, 2025, with ECLC of New Jersey at the rate of \$270 per day.

3. **Contracts with Anne Hunkler**

BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler Karanikas for contracted Behavioral Consultation within the school from 07/01/24 to 07/26/24 for one (1) student (ID#s 16568830) as per the IEP for 3 hours per week for a total of 12 hours @ \$80/hr. not to exceed a total of \$960.00.

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 2024-2025 school year previously approved at the August 27, 2024 Board of Education meeting:

Date	Grade	Activity	Chaperones
10/11/24	8th Grade	New York City	Elizabeth Barter Karina Chacon Erin Giarrusso James Haggerty Perry Hooker Carol Hueston Jacqueline Medina Amanda Porter Fernando Rivera

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate of \$150.00.

5. **Middle School Activity**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Middle School Activity:

Date	Grade	Activity	Staff Member
10/10/24	5th-8th Grades	Therapy Dog (During recess in Bulldog Park)	Gina Sodora

6. **Structured Dog Therapy Program** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the Structured Dog Therapy Program for the Elementary School the 2024-2025 school year.

7. **Elementary School Field Trips and Activities**

BE IT RESOLVED that the Mendham Township Board of Education approves the proposed Elementary School field trips and activities for the 2024-2025 school year.

Month	Activity	Description
September	Back to School Night 9/18	
	Kid's Heart Challenge	Kicks off 9/26, continues through October
October	Picture Day	
	LLD Field Trip	Wightman Farm
	Grade 1 Field Trip	Turtle Back Zoo
	LLD Field Trip	Mendham Twp. Library
November	LLD Field Trip	Mendham Twp. Fire Dept.
December	Grade 3 Quest Field Trip	Morristown Unitarian Universalist Fellowship STEM/STEAM Adventures
	Grade 3 Field Trip	Centenary Stage Company
	LLD Field Trip	Trader Joes
January	LLD Field Trip	Priscilla's Pantry
February	LLD Field Trip	Lifetown Shoppes
	Pre-K Field Trip	Brookside Post Office
March	Grade 3 Field Trip	MPAC
	Grade 4 Quest Field Trip	Morristown Unitarian Universalist Fellowship G & T Workshops
	LLD Field Trip	Whole Foods
	Grade 3 RR Field Trip	The Seeing Eye

April	Grade 1 Field Trip	Raritan Valley CC Planetarium
	KDGN Field Trip	The Frelinghuysen Arboretum
	Grade 3 Field Trip	Liberty Science Center
	Grade 2 Field Trip	Franklin Mineral Museum
May	LLD Field Trip	MPAC
	Grade 4 Field Trip	Lake Hopatcong Floating Classroom
	Grade 2 Field Trip	Turtle Back Zoo
	Grade 4 Field Trip	Camp Bernie YMCA

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 August 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 August 2024 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **August 2024 Transfer Reports**

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

5. **September 2024 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the September 2024 Bills List. This includes payroll checks N0574 through N0576.

Fund 10 - Treasurer Account	\$
Fund 11 - Treasurer 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
Annual School Health Conference Somerset, NJ	10/16/24	Kerri McCloskey	\$295.00 + Mileage Reimbursement	\$295.00 + Mileage Reimbursement

7. **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 2024-2025 school year.

8. **Interlocal Agreement with Mendham Township** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the Interlocal Agreement with Mendham Township for shared custodial services effective September 1, 2024, through June 30, 2025, for the 2024-2025 school year.

9. **Jointure Transportation Agreements - To and From for the 2024-2025 School Year** *(Attachments)*

BE IT RESOLVED that the Mendham Township Board of Education approves the following joint transportation agreements between the Mendham Township Board of Education and the following school districts for the 2024-2025 school year:

- Chester School District - to PG Chambers
- Randolph Township Schools- to ECLC
- Randolph Township Schools- to PG Chambers

Personnel and Human Resources

1. **Administrative Goals** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the attached goals for District and Building Administrators for 2024-2025.

2. **Assistant Superintendent** (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Dr. Robert Koroski as the Assistant Superintendent, at a prorated salary of \$176,091 effective October 1, 2024, for the 2024-2025 school year.

3. **Rescind - Kristin Marx** (Attachment)

BE IT RESOLVED that the Board of Education rescinds the appointment of Kristin Marx for the 2024-2025 school year.

4. **Extra Hours - Deborah Nisivoccia**

BE IT RESOLVED that the Mendham Township Board of Education approves extra hours for Deborah Nisivoccia and Elizabeth Barter (Substitute) to cover zero period, at an hourly rate of \$36.17 for the 2024-2025 school year.

5. **Extra Teaching Periods**

BE IT RESOLVED that the Mendham Township Board of Education approves extra teaching periods for the following Middle School Teachers at a year-long stipend of \$8,500.00 each:

Corinne Butler - Extra Math 5 Resource Room

Diana Gomez - Extra Math 5 Period

Charlene Pintado - Extra Science 5 In Class Support Period

6. **Elementary School Schedule B Stipend Positions - Revised**

BE IT RESOLVED that the Mendham Township Board of Education approves the revised 2024-2025 Co-Curricular Stipend positions for Elementary School:

Activities	2024-2025 Salary	Staff Member
Tiger Chorus/Grade 3 (split)	\$2,379.46	Laura Porrovecchio
Tiger Chorus/Grade 3 (split)	\$679.56	Lauren Fittipaldi
Tiger Chorus/Grade 4 (split)	\$2,379.46	Laura Porrovecchio
Tiger Chorus/Grade 4 (split)	\$679.56	Lauren Fittipaldi

7. **Middle School Schedule C Stipend Position - Revised**

BE IT RESOLVED that the Mendham Township Board of Education approves the revised 2024-2025 Schedule C Stipend position for Middle School:

Activities	2024-2025 Salary	Staff Member
Girls Lacrosse (split)	\$2,875.00	Carol Hueston
Girls Lacrosse (split)	\$2,875.00	Jacqueline Medina

8. **Elementary School Schedule B Stipend Positions**

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2024-2025 Schedule B Co-Curricular Activity Stipend positions for the Elementary School:

Activities	2024-2025 Salary	Staff Member
Leaders in Training Program Coordinator	\$272.00 base + Max of 10 events @ \$70.00 each, not to exceed a total of \$972.00 per team or program	Briana Panetta
Kid's Heart Challenge	\$277.00	Briana Panetta

9. **ABA Stipends for the 2024- 2025 School Year**

BE IT RESOLVED that the Mendham Township Board of Education approves Nancy Hammer and Beth Smith to receive a stipend in the amount of \$4,000.00 each for the entirety of the 2024-2025 school year. This stipend reflects the additional needs of supporting a student receiving ABA supports, where data, graphing, and monitoring of the student's program are done on a daily basis, to support the regular adjustments in the student's individual program.

10. **Mentor for Provisional Teachers**

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
Kerri McCloskey	Alexandra Gonzalez	CE	\$550.00

11. **New Hire: Mary Heather Fortier, Substitute Transportation Driver**
BE IT RESOLVED that the Mendham Township Board of Education approves Mary Heather Fortier as a Substitute Transportation Driver, pending completion of paperwork, at an hourly rate of \$28.00 for the 2024-2025 school year.

Policy and Planning

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

P 2365 Acceptable Use of Generative Artificial Intelligence (AI)

XIV. ACTION ITEMS

Curriculum and School Programs

1. **Home Instruction**
BE IT RESOLVED that the Mendham Township Board of Education approves Learn Well Student Services to provide home instruction for student (ID# 15761718) for a total of 10 hours a week at a rate of \$58.50 per hour, effective 09/05/24 until the student is able to return to school.

Personnel and Human Resources

1. **Tammy Wulffers, Full-Time Custodian**
BE IT RESOLVED, that the Mendham Township Board of Education approves the appointment of Tammy Wulffers as a Full-Time Custodian, previously approved as a Substitute Custodian, at a salary of \$40,000.00, effective September 9, 2024, for the 2024-2025 school year.
2. **Susan Reuter, Transportation Bus Aide**
BE IT RESOLVED that the Mendham Township Board of Education approves the revised salary for Susan Reuter to \$26,567.00 (due to an hour added to her route) effective September 4, 2024, for the 2024-2025 school year.
3. **Leave of Absence - Deborah Mercurio**
BE IT RESOLVED that the Mendham Township Board of Education hereby approves Deborah Mercurio, School Bus Driver, for leave of absence, commencing September 23, 2024, under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA), while utilizing Five (5) sick days, and ending after one week on September 29, 2025.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education hereby approves Deborah Mercurio with an anticipated return to work date of September 30, 2025.

4. **Elementary School Extra Instructional Periods for 2024-2025**

BE IT RESOLVED that the Mendham Township Board of Education approves the following staff members to teach extra periods of instruction during the 2024-2025 school year, effective September 9, 2024, 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.

Extra Instructional Periods

Zero Period ES Multi-Sensory Reading Program	5 period/wk	Dawn Cullinan	\$8,500.00
Zero Period MS Multi-Sensory Reading Program	5 period/wk	Jennifer Vazquez	\$8,500.00

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