

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL LIBRARY  
REGULAR SESSION MEETING AGENDA  
TUESDAY, SEPTEMBER 24, 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 |
| Mrs. Elisabeth Carrino-Tamasi |                |
| 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. Superintendent's Report**

➤ District Updates, News, and Events

**VI. Board Secretary's Report**

**VII. Board President's Report**

**Proclamation Honoring Andrew Christmann on the Occasion of His Retirement  
from the Mendham Township Board of Education**

Whereas, Andrew Christmann has served with distinction as a dedicated member  
of the Mendham Township Board of Education, and

Whereas, throughout his many years of service, Andrew Christmann held  
leadership positions as both President and Vice-President of the Board,

demonstrating an unwavering commitment to the betterment of the Mendham Township School District, and

Whereas, Andrew Christmann also led the Operations and Finance Committee for many years, ensuring that the district maintained a solid financial foundation while advancing critical initiatives for the growth and success of the school community, and

Whereas, his thoughtful leadership, collaborative spirit, and keen understanding of the district's needs have earned him the respect and admiration of his colleagues, educators, parents, and students alike, and

Whereas, Andrew Christmann's efforts have been instrumental in improving the educational environment for the students of Mendham Township, ensuring that they have the tools and resources needed to succeed, and

Whereas, the Mendham Township Board of Education, staff, and community wish to express their deepest gratitude for his countless contributions and years of dedicated service,

Now, therefore, be it resolved that we, the Mendham Township Board of Education, do hereby honor and commend Andrew Christmann for his exceptional service to the district and its community, and

Be it further resolved that we wish him all the best in his retirement, with sincere appreciation for his many years of hard work, leadership, and dedication to the students and families of Mendham Township.

Proclaimed this day, September 24, 2024, by the Mendham Township Board of Education.

### **VIII. Correspondence**

### **IX. Committee Reports**

### **X. 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

Special Session Minutes: September 3, 2024

Executive Session Minutes: September 3, 2024

**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 Hunker 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<br>Karina Chacon |

|  |  |  |  |
|--|--|--|--|
|  |  |  | Erin Giarrusso<br>James Haggerty<br>Perry Hooker<br>Carol Hueston<br>Jacqueline Medina<br>Amanda Porter<br>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<br>(During recess in<br>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<br>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<br>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 N0584 through N0586 and N0587 through N0589.

|                              |                  |
|------------------------------|------------------|
| Fund 10 - Treasurer Account  | \$ 38,093.38     |
| Fund 11 - Treasurer Account  | \$ 2,000,744.42  |
| Fund 20 - Special Revenues   | \$ 13,582.50     |
| Fund 30 - Referendum Account | \$ 876,023.90    |
| Fund 60 - Cafeteria Account  | \$ <u>213.45</u> |
| Total:                       | \$ 2,928,657.65  |

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)

**XI. ACTION ITEMS**

**Curriculum and School Programs**

1. **Elementary 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:

| Date                                     | Grade     | Activity        | Chaperones  |
|--|-----------|-----------------|---|
| 10/09/24<br><i>rain date</i><br>10/10/24 | 1st Grade | Turtle Back Zoo | Laura Gavilanes<br>Safinz Mahmoud<br>Eugenia Mastrogiannakos<br>Kelly Merlino<br>Laura Porrovecchio<br>Tiffany Reed |

**Operations and Finance**

1. **Lease Agreement with Brookside Community Church** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Lease Agreement between the Mendham Township Board of Education and the Brookside Church.

2. **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 |
|--|----------|------------------|------------|------------|
| N.J. Consortium for Gifted & Talented Programs | 09/27/24 | Theresa McNamara | \$0.00     | \$0.00     |

|                           |          |                  |                                     |                                     |
|---------------------------|----------|------------------|-------------------------------------|-------------------------------------|
| Pequannock<br>Tech Summit | 10/11/24 | Matthew Viggiano | \$50.00 +<br>Substitute<br>Coverage | \$50.00 +<br>Substitute<br>Coverage |
|---------------------------|----------|------------------|-------------------------------------|-------------------------------------|

**Personnel and Human Resources**

1. **Leave Replacement - Paul Singh, Middle School Counselor** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Paul Singh as a Full-Time Leave Replacement Middle School Counselor, effective October 14, 2024, through March 21, 2025, at an annual prorated salary of \$62,765.00, MA, Step 3.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Paul Singh as a substitute teacher at the daily rate of \$125.00 effective October 7, 2024.

2. **New Hire - Olga Espinoza, Middle School Spanish Teacher** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Olga Espinoza, pending completion of paperwork, as a Full-Time Middle School Spanish Teacher, at a prorated salary of \$62,275, MA, Step 1, effective October 7, 2024, for the 2024-2025 school year.

3. **Staff Resignation - Tiffany Smith, Middle School Leave Replacement Science Teacher** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Tiffany Smith, Middle School Leave Replacement Science Teacher, dated September 16, 2024, effective November 15, 2024.

4. **Rescind, Susan Sanguesa**

**BE IT RESOLVED** that the Board of Education rescinds the appointment of Susan Sanguesa for the 2024-2025 school year.

5. **Additional Hours - Kyle Lissy, ES Lead Technician**

**BE IT RESOLVED** that the Mendham Township Board of Education approves 40 additional hours to Kyle Lissy at his hourly rate as per contract.

6. **Additional Hours - Peter Ricci, MS Lead Technician**

**BE IT RESOLVED** that the Mendham Township Board of Education approves 4.5 additional hours to Peter Ricci at his hourly rate as per contract.

7. **Additional Hours - Russell Branch, Band Teacher**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Russell Branch to cover 4 band lessons at the Elementary School, at his hourly rate as per contract, until the position is filled.

**8. Mentor for New Teacher**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to the following to serve as a mentor to teachers in their first year with Mendham Township Schools.

| Mentor          | New Teacher   | Compensation |
|-----------------|---------------|--------------|
| Lauren Procanik | Olga Espinoza | \$550.00     |

**9. New Substitute Transportation Driver, Adrian Ruddock**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Adrian Ruddock, pending completion of paperwork, as a Substitute Transportation Driver at an hourly rate of \$28.00.

**10. Teachers College Columbia University Student Danielle Lange**

*(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves Sarah Bizzarro, Elementary School Art Teacher to mentor student Danielle Lange, Teachers College Columbia University, pending receipt of a successful background check, for the Fall of 2024.

**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.

**XVI. Adjournment**