

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
WORK SESSION MEETING AGENDA
TUESDAY, JANUARY 17, 2017, 7:30 PM**

I. Call to Order

II. Flag Salute

III. Roll Call of the Board of Education

Mr. Jeffrey Brauner President
Mr. Brian Jendryka Vice President
Mrs. Jocelyn deGrandpre
Mr. Kenneth Elgarten
Mrs. Gretchen Holquist
Mr. Aadithya Thayyar
Mr. Fion Wood

IV. Sunshine Law

The New Jersey Open Public Meetings Law was enacted to insure 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, the Mendham Township Board of Education has caused notice of this meeting to be published by having 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
Suspension, Truancy, and Emergency/Fire Drill Reports (Attachments)
HIB/Violence & Vandalism First Semester Report

VI. Board President's Report

VII. Correspondence

VIII. Committee Reports (Attachments)

- **Curriculum and Instruction**
- **Operations and Finance**
- **Personnel and Human Resources**
- **Policy and Planning**
- **District Planning**

IX. CONSENT ITEMS for January 24, 2017

Approval of Minutes (Attachments)

Regular Session Meeting: December 20, 2016

Curriculum and Instruction

1. ABA Consult

BE IT RESOLVED that the Mendham Township Board of Education Approves Anne Hunkler for ABA Consult within the School for school year 2016/2017 as follows:

1 student – 2 hours/week for 24 wks = 48 hours @ \$80.00 = \$3840.0
(this is in addition to the 1 hour/week put through on Dec. 19, 2016)

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Jennifer Dolise for the 2016/2017 school year as per IEP for student

4 Hours of ABA Consult for preschooler @ \$40.00 = \$160.00

3. Middle School Field Trips – date changes

BE IT RESOLVED that the Mendham Township Board of Education approves a change of date for previously approved field trips for the 2016-2017 school year with the cost to the district being school busing:

DATE	Activity
April 26, 2017	MTMS Regions Band Students Regions Band Festival West Essex High School
June 9 – 11, 2017 Previously June 2 -4	Overlook (Heifer) Farms Rutland MA

Operations and Finance

1. December 2016 Certification Reports

BE IT RESOLVED that the Mendham Township Board of Education certify pursuant to N.J.A.C. 6A:23-2.11 that as of December 2016 after review of the appropriations section of the July 2016 Secretary's monthly fiscal reports and upon consultation with the Business Administrator to the best of our knowledge, no major account or funds has been over expended in violation of N.J.A.C. 6A:23-2.11 and sufficient funds are available for the remainder of the fiscal year.

2. Board Secretary's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2016 Board Secretary's Reports. (Attachment)

3. Treasurer's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2016 Treasurer's Reports. (Attachment)

4. January 2017 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the November 2016 Bills List.

Fund 10 – General Fund	\$
Fund 20	\$
Fund 60 – Cafeteria	\$
Fund 61 – Pre-K	\$

5. 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 \$0.31 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Green Award – Mural Sketching In-house	12/22/16	Sarah Bizzarro	-0-	Substitute
On Course Training In-house	1/11/17	Kristy Whittle Charles Gallo	\$400 each	\$400 each Substitute
Techspo 2017 Atlantic City, NJ	1/26 & 1/27/17	Charles Gallo	\$425	\$425 plus Mileage reimbursement, tolls, parking, lodging
Serravello – Literacy Develop.	2/16/17	Lisa Tiboni	\$150	Substitute
School Bus Driver Safety Seminar Wayne, NJ	2/18/17	Deborah Templin	\$40	\$40 Substitute
Dyslexia Workshop South Plainfield, NJ	2/27/17	Jean Sosna	\$199	\$199 plus mileage reimbursement
Transportation Supervisor of NJ Conference Atlantic City, NJ	3/30/17 3/31/17	Margaret Hogan	\$325	\$325 plus Mileage reimbursement, tolls, parking, lodging
Routing & Scheduling Training Budd Lake, NJ	4/24/17 5/1/17 5/8/17 5/18/17	Jean Barno	\$556	
Overlook Farms Field Trip Rutland, MA	6/9 – 6/11/17	Briana Panetta (to chaperone)	-0-	Substitute

6. School Bus Emergency Evacuation Drill Reports

BE IT RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Assumption School detailing the November 17, 2016 drill at 7:30 a.m. at 91 Maple Ave., Morristown, NJ for Routes ASP01A and ASP02A and supervised by Margaret Hogan.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Willow School detailing the

November 18, 2016 drill at 7:57 a.m. at 1150 Pottersville Rd, Gladstone, NJ for Bus 8 and supervised by Margaret Hogan.

7. Field Trips Charter Bus Transportation

BE IT RESOLVED that the Mendham Township Board of Education, having received the following four (4) quotes approves the Frank Martz Group for the Mendham Township Middle School field trip to Overlook Farms in Rutland, Massachusetts on June 9, 2017 and return trip home on June 11, 2017 from Overlook Farms in Rutland, Massachusetts:

Charter NAME	Price	Trip Awarded to:
Panorama Tours	SOLD OUT	
Lakeland	SOLD OUT	
Raritan Valley	\$2,180 each way; \$4,360 total	
Frank Martz Group w/seat belts	\$2,028 each way; \$4,056 total	Frank Martz Group

Personnel and Human Resources

1. Revision to Non-Tenured Certificated Staff Reappointment of Stephanie Mitchell– step and salary

BE IT RESOLVED that the Mendham Township Board of Education approves the revision to the appointment of Stephanie Mitchell, Elementary School Teacher for the 2016-2017 school year as follows:

<u>Last Name</u>	<u>First name</u>	<u>Degree</u>	<u>Step</u>	<u>FTE</u>	<u>Salary</u>
MITCHELL	STEPHANIE	BA	3	F	\$ 50,595.00

2. Mendham High School Future Educators of America Shadowing

BE IT RESOLVED that the Mendham Township Board of Education approves three (3) Mendham High School students from the Mendham High School Future Educators of America, to shadow the following Middle School Teachers on February 22, 2017:

Ms. Megan Ryan
Mrs. Christine Yawger
Mrs. Sara Cyr-Alai

3. New Hire: Substitute Transportation Driver

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following Substitute Transportation Drive for the 2016-2017 school year effective March 1, 2017, at an hourly rate of \$22.25:

Kathy Buerger – retired MTMS Transportation Driver

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Kathy Buerger as a Substitute Transportation Assistant for the 2016-2017 school year at an hourly rate of \$17.56.

4. New Hire: Substitute Nurse

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following substitute nurse for the 2016-2016 school year at the current rate of \$125.00 per day.

Dawn Freeman-McDonough (Attachment)

5. New Hire: Substitute Teacher

BE IT RESOLVED that the Mendham Township Board of Education appoints the following substitute teacher for the 2016- 2017 school year at the current rate of \$87.00 a day for days 1 to 20 and \$92.00 a day for days 21 to 40 with a New Jersey Teacher's Certificate and \$82.00 a day for days 1 to 20 and \$87.00 a day for days 21 to 40 with a County Substitute Credential:

JoAnn Luciano

6. Staff Resignation

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Suzanne Kear dated and effective December 23, 2016,

7. Tiny Tigers Staffing - Temporary Hours

BE IT RESOLVED that the Mendham Township Board of Education approves the temporary extension of hours of Alison Kentos to work as an Instructional Aide in the Tiny Tigers Program on an as needed basis at an hourly rate of \$16.78.

X. Adjourn to Closed EXECUTIVE SESSION

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

WHEREAS, said 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 a student matter. 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.

XI. Reconvene Open Work Session Meeting

XII. Discussion

XIII. Verbal Communications from the Public

XIV. ADJOURNMENT