

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
REGULAR SESSION MEETING MINUTES
PUBLIC HEARING 2018-2019 SCHOOL BUDGET
TUESDAY, APRIL 24, 2018, 7:30 PM**

I. Call to Order

The meeting was called to order at 7:35 pm.

II. Flag Salute

III. Roll Call of the Board of Education

Mr. Brian Jendryka	President	Present
Mr. Aadithya Thayyar	Vice President	Present
Mr. Kenneth Elgarten		Joined via telephone at 7:38 pm.
Mrs. Heather Fraser		Present
Mr. Richard Gondek		Present
Mrs. Gretchen Holquist		Present
Mr. Fion Wood		Present

Also present: Dr. Salvatore Constantino, Superintendent
Mr. Thomas Kryger, Business Administrator/Board Secretary
General Public - 2

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.

At this point, the following resolution was introduced to permit Board Member Kenneth Elgarten to participate in the meeting via telephone:

Moved by Ms. Holquist, second by Mr. Wood to approve the following resolution:

Motion to Participate

BE IT RESOLVED, THAT the Mendham Township Board of Education approves the participation of Board Member, KENNETH ELGARTEN, via Skype and/or telephone for the public and executive portions of its public meeting on APRIL 24, 2018.

Board Member KENNETH ELGARTEN must confirm that he can hear the discourse amongst Board Members and inform the Board President if he cannot. In addition, Board Member KENNETH ELGARTEN must state for the record that he will comply with the rules of Executive or closed Session and will be alone during the deliberations.

Roll call vote: Ms. Fraser, Mr. Gondek, Ms. Holquist, Mr. Thayyar, Mr. Wood. Mr. Jendryka. All Ayes. Motion is approved. Mr. Elgarten joined the meeting via telephone at 7:38 pm.

V. Superintendent's Report

Dr. Constantino reported to the Board of Education on the following items:

- The Board will begin the formal process of selecting candidates for a probable vacancy on the Board of Education. The selection process is expected to be completed in May.
- The MTMS will be transitioning to digital report cards in September of 2018. A digital "sign-off" by parents is also being investigated.
- Dr. Constantino and Mr. Kryger will be attending a QSAC review meeting on May 1 to prepare for the revised QSAC review process taking place next year.
- The "Stop It" App will be launched for middle school students in late May. The App will provide students with a mechanism to anonymously report potential HIB and other behaviorally questionable situations.

Dr. Constantino conducted the presentation of the Final Budget for the 2018-2019 school year. The presentation detailed revenues and appropriations for the coming year which will result in an increase in the General Fund Tax Levy of \$117,261 or 0.8%. Budget highlights include major expenditures in the area of school security improvements and technology infrastructure. The 2018-2019 budget also includes provisions for increases in contractual salaries and a reduction in health care premiums for all subscribers. Finally, the 2018-2019 budget also provides for the addition of one new kindergarten class. Early kindergarten registrations have been quite robust necessitating the addition of the class.

VI. Board President's Report

None.

VII. Correspondence

None.

VIII. CONSENT ITEMS for April 24, 2018

Approval of Minutes (Attachments)

Work Session Meeting: March 13, 2018

Regular Session Meeting: March 20, 2018

Curriculum and Instruction

1. Elementary School Field Trips–Confirmation of Previously Approved Proposed Field Trips
 BE IT RESOLVED that the Mendham Township Board of Education reapproves the following field trips for the 2017-2018 school year which were approved conceptually by the Board on July 25, 2017: (Attachments)

Date	Grade	Activity	Cost to Board	Cost to Student	Chaperones
5/9/18 Rain Date 5/11/18	Pre-K	Brookside Post Office	-0-	\$0.50	Teachers in Charge: Mrs. Quidore, Mrs. Obremski, Mrs. O’Connor, Ms. Bresky Chaperones: Mrs. Lia, Mrs. Arena, Ms. Eliassen, Mrs. Beth Smith, Mrs. Porter, Mrs. Gallagher, Mrs. Floegel, Ms. DelPlato
5/22/18	Pre-K	Turtle Back Zoo 9am to 2:30 pm	-0-	\$17	Mrs. Obremski Ms. Bresky Mrs. Arena Ms. DelPlato Mrs. O’Connor Mrs. Santos Ms. Eliassen Mrs. P. Porter Mrs. Quidore Mrs. Gallagher Mrs. Floegel Mrs. Lia Mrs. B. Smith Mrs. Ch. O’Connor
5/31/18	3	Bronx Zoo 8am to 4:30 pm	-0-	\$55	Mrs. Klacik Mrs. Parke Mrs. Porrovecchio Mrs. Riina Ms. Nicol Ms. Marinaro Substitute Nurse
6/6/18	2	Turtle Back Zoo 9:15am - 1:30pm	-0-	\$17	Mr. O’Keefe Mrs. Pieper Mrs. Milow Mrs. Miller Mrs. Rollo Nurse

6/13/18 & 6/14/18	4	Princeton Univ. Art Museum 9am to 2pm	Busing	-0-	6/13/18 chaperones: Mrs. Bizzarro Mrs. Tiboni Mrs. Hammer Mrs. DeGise Ms Sawicki sub nurse 6/14/18 chaperones: Mrs. Bizzarro Mrs. Riccardello Mrs. M Vazquez Mrs. Barlow Mrs. McNamara sub nurse
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2. Middle School Field Trip—Confirmation of Previously Approved Proposed Field Trip
 BE IT RESOLVED that the Mendham Township Board of Education reapprove the following field trips for the 2017-2018 school year which were approved conceptually by the Board on July 25, 2017: (Attachments)

Date	Grade	Activity	Cost to Board/ Transport	Student Cost	Chaperones
4/19/18 9am-2pm	6-8 Symphonic Orchestra	NJSMA Region Orchestra Festival	\$150	-0-	Mrs. Schaberg Ms. Hare
4/27, 4/28, 4/29/18	Selected 7th graders	Club Getaway, Kent, Connecticut	Delta-T Nursing Services On-Call Night \$400 On-Site Day \$1,350 Total: \$1,750.00 Overnight Chaperone compensation (previously approved)	\$350	Ms. Sodora Ms. Perrotta Mr. Hooker Mr. Viggiano Ms. Panetta

3. Schedule B/C Stipend 2017-2018 – Middle School
 BE IT RESOLVED that the Mendham Township Board of Education approves the following 2017-2018 Middle School Co-Curricular Stipend position:

Activity	Employee	Stipend
Club Getaway	Gina Sodora	\$225.00

4. Middle School Chaperones
 BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following chaperones at the contractual rate of \$100 each for events that start after contractual hours for the Middle School 8th Grade Class Lip Sync Contest on March 16, 2018:

Mrs. Hays
 Mr. Viggiano
 Mr. Ferenc
 Ms. Perrotta
 Mrs. A. Porter

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment to Ms. Megan Ryan to serve as one-on-one aide for two (2) hours at her contractual hourly rate of \$36.57.

Operations and Finance

1. February 2018 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 February 2018 after review of the appropriations section of the February 2018 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 February 2018 Board Secretary’s Reports. (Attachment)

3. Treasurer’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2018 Treasurer’s Reports. (Attachment)

4. February 2018 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2018 transfer report. (Attachments)

5. April 2018 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the April 2017 Bills List.

Fund 10 – General Fund	\$421,774.20
Fund 20	\$ 19,983.90
Fund 40	\$739,100.00
Fund 60 – Cafeteria	\$ 29,751.44

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 \$0.31 per mile).

Program Name	Date	Employee	Event	Total Cost
Library Art Show	4/3/18	Sarah Bizzarro	-0-	Substitute coverage

Cybersecurity Executive Conference East Rutherford, NJ	5/3/18	Peter Ricci	-0-	Mileage Reimbursement
Foundations Team Meeting	4/10/18 Half day	Eugenia Mastrogiannakos Clare Riina Laura Porrovecchio Theresa Milow Tiffany Reed Carolyn Allen	-0-	Substitute coverage Substitute coverage Substitute coverage Substitute coverage No sub needed
Library Art Show(take down) Brookside	4/30/18 Half day	Sarah Bizzarro	-0-	Substitute coverage
Indoor Air Quality Training Bridgewater NJ	5/11/18	Tyler Spellmon Chris Hemmings	-0-	-0-
ES Field Day	6/4/18 & 6/5/18 Rain Dates: 6/11/18 & 6/12/18	Gregory Gormly Briana Panetta Charles Gallo	-0-	Substitute coverage
School Safety Specialist Training Certification Phillipsburg, NJ	6/25, 6/26, 6/27, 6/28/18	Robert Koroski	-0-	-0-

7. School Lunch Prices-2018-2019 School Year

BE IT RESOLVED that the Mendham Township Board of Education approves the following school lunch prices for standard school lunches for the 2018-2019 school year:

<u>Options</u>	<u>Middle School</u>	<u>Elementary School</u>
Student Lunch	\$3.85	\$3.60
Faculty Lunch	\$4.35	\$4.10
Reduced Price Lunch	\$0.40	\$0.40

Pricing of a la carte items, specialty lunches, side items, snacks and beverages will be in accordance with the attached schedules. (Attachment)

8. Special Milk Reimbursement Program – 2018-2019

BE IT RESOLVED, that the Mendham Township Board of Education approves the withdrawal of district participation in the U.S. Department of Agriculture Milk Reimbursement Program effective for the 2018-2019 school year.

9. Approval of Dental Plan Renewal-Delta Dental – 2018-2020

BE IT RESOLVED that the Mendham Township Board of Education approves the renewal of the district's dental insurance plan with Delta Dental. The renewal will be for two years at the same per member premium rates currently in effect for the 2017-2018 school year. The renewal will be for the two year period from July 1, 2018 through June 30, 2020.

10. Mendham Township Boy Scout Troop Transportation
 BE IT RESOLVED, that the Mendham Township Board of Education provide transportation for Mendham Township Boy Scout Troop #1 from Mendham High School on Friday, April 27, 2018 to Camp Natural Bridge, Highland Mills, New York, and returning to Mendham High School on Sunday, April 29, 2018. Transportation services will be billed at \$61/hour for one bus with driver.
11. Dates for Board of Education Monthly Meeting – 2018-2019
 BE IT RESOLVED, that the Work Session and Regular Monthly Meetings of the Mendham Township Board of Education will be held on the third and fourth Tuesday of each month, with exceptions noted below, at 7:30 p.m. in the Media Center of the Elementary School, 18 West Main Street, Brookside, New Jersey.

Please note that all meetings of the Board are open to the public, consistent with the Open Public Meetings Act (Ch. 231, Laws of 1975, State of New Jersey) and that advance notice is herein provided as of the date listed on this notice.

Notification will be provided whenever a meeting date is cancelled or postponed.

<u>Month</u>	<u>Work Session</u>	<u>Regular Meeting</u>	<u>Year</u>
July	17	24	2018
August	21	28	2018
September	18	25	2018
October	16	30**	2018
November	20	27	2018
December	11**	18**	2018
January 3, 2019	Reorganization Meeting (Thursday)		
January	15	22	2019
February	20*	26	2019
March	12**	19**	2019
April	16	23	2019
May	21	28	2019
June	18	25	2019

* Day Change (Wednesday)

** Week Change

Personnel and Human Resources

1. Leave of Absence-Thomas Kryger

BE IT RESOLVED that the Board hereby approves Thomas Kryger, School Business Administrator, for a leave of absence under the Federal Family Medical Leave Act (FMLA) commencing on May 4, 2018 through May 18, 2018 while utilizing eleven (11) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves Thomas Kryger with an anticipated return to work date of May 21, 2018.

2. Leave of Absence-Christine Yawger

BE IT RESOLVED that the Board hereby approves Christine Yawger, Middle School Teacher, for a leave of absence, having received doctor's certification, commencing August 23, 2018 under the Federal Family Medical Leave Act (FMLA), ending after (12) twelve weeks on November 16, 2018.

BE IT FURTHER RESOLVED that the Board hereby approves (12) twelve weeks under the NJ Family Leave Act (FLA) for Christine Yawger, commencing on Sept 3, 2018 through November 23, 2018, as requested in writing; and

BE IT FURTHER RESOLVED the Board hereby approves Christine Yawger for an extended unpaid leave of absence from November 26, 2018 through January 1, 2019 and

BE IT FURTHER RESOLVED that the Board hereby approves Christine Yawger with an anticipated return to work date of January 2, 2019.

3. Leave of Absence (REVISED)-Amanda Porter

BE IT RESOLVED the Board hereby approves Amanda Porter, Middle School Teacher, for a leave of absence, having received doctor's certification, commencing June 11, 2018 under the Federal Family Medical Leave Act (FMLA), ending after (2) two weeks on June 26, 2018, while utilizing (12) twelve sick days and continuing under the Federal Family Medical Leave Act from August 23, 2018 through October 31, 2018, utilizing (10) ten additional weeks of FMLA; and

BE IT FURTHER RESOLVED the Board hereby approves (10) ten weeks under the NJ Family Leave Act (FLA) for Amanda Porter commencing on August 23, 2018 through October 31, 2018 as requested in writing; and

BE IT FURTHER RESOLVED that the Board hereby approves Amanda Porter with an anticipated return to work date of November 1, 2018.

4. Staff Resignation- Rosalba Suarez

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Rosalba Suarez, School Transportation Driver, dated March 20, 2018 and effective June 30, 2018. (Attachment)

5. New Appointment to Newly Created Data Coordinator Position

BE IT RESOLVED that the Mendham Township Board of Education approves the following appointment until the 2019 Reorganization meeting:

- Data Coordinator School Business Administrator

Policy and Planning

1. Second Reading and Adoption

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

Policy 0169.02	Board Member Use of Social Networks
Policy 3437	Military Leave
Policy 4437	Military Leave
Policy 5516.01	Student Tracking Devices
Regulation 7101	Educational Adequacy of Capital Projects
Policy 7425	Lead Testing of Water in Schools
Policy & Regulation 7440	School District Security
Policy & Regulation 7441	Electronic Surveillance in School Buildings and on School Grounds
Policy 8630	Bus Driver/Bus Aide Responsibility
Regulation 8630	Emergency School Bus Procedures
Policy 9242	Use of Electronic Signatures
Policy & Regulation 8470	Response to Concerted Job Action

Moved by Mr. Wood, second by Ms. Holquist to approve all Consent Agenda Items for April 24, 2018 to include the Approval of Minutes as indicated, Curriculum & Instruction, Operations & Finance, Personnel & Human Resources and Policy & Planning. Roll call vote: Mr. Elgarten, Ms. Fraser, Mr. Gondek, Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka. All Ayes. Motion is approved.

IX. **ACTION ITEMS**

Operations and Finance

1. ALLIANCE FOR COMPETITIVE ENERGY SERVICES (ACES) – Electricity Purchasing 2018-2023 - Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts

Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Mendham Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative

to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

2. ADOPTION OF THE FINAL BUDGET 2018-2019

A. BUDGET AND PUBLIC HEARING

BE IT RESOLVED that the Mendham Township Board of Education adopts the final budget for the 2018-2019 School Year:

	GENERAL	SPECIAL	DEBT	
	<u>FUND</u>	<u>REVENUES</u>	<u>SERVICE</u>	<u>TOTAL</u>
2018-19 Total Expenditures	18,035,132	147,528	1,189,038	19,371,698
Less: Anticipated Revenues	<u>3,272,768</u>	<u>147,528</u>	<u>-0-</u>	<u>3,420,296</u>
Taxes to be Raised	<u>14,762,364</u>	<u>0</u>	<u>1,189,038</u>	<u>15,951,402</u>

WHEREAS, the Mendham Township Board of Education, on March 20, 2018, voted to approve a Tentative Budget for the 2018-2019 school year as follows,

	GENERAL	SPECIAL	DEBT	
	<u>FUND</u>	<u>REVENUE</u>	<u>SERVICE</u>	<u>TOTAL</u>
		<u>S</u>		
2018-19 Total Expenditures	17,888,147	147,528	1,189,038	19,224,713
Less: Anticipated Revenues	<u>3,272,768</u>	<u>147,528</u>	<u>-0-</u>	<u>3,420,296</u>
Taxes to be Raised	<u>14,615,379</u>	<u>0</u>	<u>1,189,038</u>	<u>15,804,417</u>

AND, the Tentative Budget was approved by the Morris County Office of the New Jersey Department of Education, and,

WHEREAS, the Mendham Township Board of Education has now determined that as a result of an increase in the actual current enrollment for the 2018-2019 school year, additional funding is required to provide for one new kindergarten class,

BE IT RESOLVED, that the Mendham Township Board of Education approves modification of the previously approved Tentative Budget as follows:

Budget Line	Description	Tentative Budget	Final Budget	Change	Explanation
100 (Revenue)	Local Tax Levy	\$14,615,379	\$14,762,364	\$146,985	Offset appropriations for new Kindergarten class
TOTAL				\$146,985	
2080 (Appropriations)	Kindergarten Teacher Salaries	\$425,950	\$477,210	\$51,260	1 additional teacher (BA, Step 1)
3000 (Appropriations)	Other Salaries for Instruction	\$150,289	\$173,049	\$22,760	1 additional classroom aide
3080 (Appropriations)	General Classroom Supplies	\$340,248	\$348,220	\$7,972	Additional supplies – new class
71180 (Appropriations)	Health Benefits	\$2,454,963	\$2,519,956	\$64,993	2 additional subscriptions
TOTAL				\$146,985	

B. APPROVAL OF BANKED LEVY

WHEREAS, the Mendham Township Board of Education has a taxing authority composed of unused banked levy from previous budgets of \$452,322 and unused banked levy of \$322,626 from the proposed 2018-2019 school year budget, and expiring banked levy of \$112,453 in 2018-2019,

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, in the County of Morris, New Jersey, approves that unused taxing authority of \$662,495 be banked for potential use in the subsequent two fiscal years, and

C. WITHDRAWAL FROM CAPITAL RESERVE

RESOLVED that the Mendham Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$250,000. The district intends to utilize approximately \$180,000 of these funds for additions and upgrades to the building security systems at both district buildings. The scope of work will include the installation of a new security notification system and a new district telephone system. These installations will provide for enhancing the ability to communicate within both buildings during emergency situations as well as drastically improving time critical communications with emergency responders.

Additional funds will be allocated toward the replacement of internet firewall systems, the addition of internet access points at the Mendham Township elementary school, the replacement of data servers at both schools and renovations to locker rooms at the Mendham Township middle school.

D. TRAVEL AND RELATED EXPENSE REIMBURSEMENT – 2018-2019

WHEREAS, the Mendham Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$19,000 for all staff and board members for the 2018-2019 school year, and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to insure that the maximum amount is not exceeded.

E. PROFESSIONAL SERVICES

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year (2018-2019); and

WHEREAS, the tentative budget includes the following appropriations:

Legal	\$10,000	
Auditor	\$22,500	
Prof Dev	\$29,000	
Technology Prof Svc	\$124,650	
Architect	\$7,000	
Physician	\$4,200;	and,

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Mendham Township School District Board of Education establishes maximums for professional development in the areas listed above at a level of 120% of the amounts listed for the 2018-2019 school year.

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

3. ALLIANCE FOR COMPETITIVE ENERGY SERVICES (ACES)–Natural Gas Purchasing 2018-2023 - Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Mendham Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more

Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A.

40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

4. **Resolution for District Tax 2018-2019**

RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2018-2019 is \$14,762,364 plus \$990,000 Principal Debt Service Payment and \$199,038 Debt Service Interest Payments and that Mendham Township is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

<u>DATE</u>		<u>GENERAL FUND</u>
July 1, 2018	General Fund	\$ 1,230,197.00
August 1, 2018	General Fund	\$ 1,230,197.00
September 1, 2018	General Fund/Debt Tax Levy	\$ 1,301,197.00
October 1, 2018	General Fund	\$ 1,230,197.00
November 1, 2018	General Fund/Debt Tax Levy	\$ 1,597,485.00
December 1, 2018	General Fund	\$ 1,230,197.00
January 1, 2019	General Fund	\$ 1,230,197.00
February 1, 2019	General Fund	\$ 1,230,197.00
March 1, 2019	General Fund/Debt Tax Levy	\$ 1,956,197.00
April 1, 2019	General Fund	\$ 1,230,197.00
May 1, 2019	General Fund/Debt Tax Levy	\$ 1,254,947.00
June 1, 2019	General Fund	<u>\$ 1,230,197.00</u>
	TOTAL	\$ 15,951,402.00

5. **Use of District Facilities**

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2017-2018 school year with the right to cancel based on school events and needs:

<u>Organization</u>	<u>Location</u>	<u>Dates</u>	<u>Times</u>	<u>Resp. Party</u>
Head & Heart Hoops	ES Gym	Tuesdays 4/24/18 – 6/26/18	6:30 pm – 9:30 pm	Drew Jacobs

❖ Subject to change due to conflicts with Mendham Township School events.

Curriculum and Instruction

1. Take Your Child to Work Day
BE IT RESOLVED that the Mendham Township School District will participate in Take Your Child to Work Day on April 26, 2018.

Personnel and Human Resources

1. Leave of Absence : Joann Meyler
BE IT RESOLVED that the Board hereby approves Joann Meyler, School Transportation Driver, with a leave of absence on May 24, 25,29,30, 2018 using 1.5 personal days and 2.5 unpaid days. (Attachment)

Moved by Mr. Wood, second by Mr. Thayyar, to approve Action Items for April 24, 2018 for Operations & Finance (items #1, #3, and #5 ONLY), Curriculum & Instruction and Personnel & Human Resources. Roll call vote: Mr. Elgarten, Ms. Fraser, Mr. Gondok, Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka. All Ayes. Motion is approved.

Moved by Mr. Thayyar, second by Mr. Wood, to approve Action Items for April 24, 2018 for Operations & Finance, items #2 and #4 related to the 2018-2019 Final Budget approval and the Resolution for the Collection of District Taxes. Roll call vote: Mr. Elgarten, Ms. Fraser, Mr. Gondok, Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka. All Ayes. Motion is approved.

X. Discussion

Dr. Constantino and the Board discussed the process for filling a potential vacancy on the Board of Education. If required, the process will take place during the month of May and will include interviewing potential candidates and developing a rubric for their evaluation.

XI. Verbal Communications from the Public

Mr. Peter Dumovic, 3 Shelton Road, complimented the Board of Education and the administration on developing and presenting a fiscally sound and responsible budget for 2018-2019. He encouraged the Board to continue to maintain focus on the priorities of educational and building needs in the future, to continue to monitor costs in key areas such as special education and healthcare, and to continue to develop and pursue additional sources of revenue for the district.

XII. 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.

Moved by Mr. Thayyar, second by Ms. Fraser to adjourn to Closed Executive Session. The Board entered Executive Session at 9:05 pm.

XIII. Reconvene Open Work Session Meeting

The Board reconvened the Regular Session at 9:40 pm.

XIV. ACTION ITEMS

Curriculum and Instruction

1. Harassment/Intimidation/Bullying Reports

WHEREAS, the Mendham Township Board of Education has received the Superintendent's report of 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 **accepts** the Superintendent's recommendations for: Incident # MTES 2017-19/01.

Moved by Mr. Wood, second by Ms. Fraser to accept the Superintendent's recommendation for Incident # MTES 2017-19/01. Roll call vote: Mr. Elgarten, Ms. Fraser, Mr. Gondek, Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka. All Ayes. Motion is approved.

XV. Adjournment

Moved by Ms. Holquist, second by Ms. Fraser to adjourn the meeting. The meeting was adjourned at 9:41 pm.

Respectfully submitted,



Thomas H. Kryger
Business Administrator/Board Secretary