

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
REGULAR SESSION MEETING MINUTES
TUESDAY, JANUARY 23, 2018, 7:30 PM**

I. Call to Order

The meeting was called to order at 7:31 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		Absent
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
Melanie Smith, MTMS Librarian/Media Specialist
Francesca Hare, MTMS Art Instructor
MTMS Students/Parents - 14

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

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

- All monthly Emergency /Fire Drills were conducted in good fashion. The Mendham Township Police and Fire Departments were acknowledged for their assistance and cooperation.
- The elementary school will hold a Character Education Assembly on January 25, 2018.
- The HSA will hold their next meeting in district on January 31, 2018.
- Dr. Constantino congratulated the Governor's Educator of the year winners for 2017-2018. The awards were given to Dawn Cullinan (MTES) and Michal Ferenc (MTMS).
- The Club Getaway student group will be raising money and cat food for donation to a local animal shelter.

- The Community Survey will be re-administered within the next two weeks. Input from the survey will be used in developing the district's new strategic plan.
- Kindergarten registration for the 2018-2019 school year will be held on February 1 and 2.

BOARD PRESENTATIONS

Melanie Smith, Librarian/Media Specialist at the middle school, along with several students, made a presentation to the Board of Education regarding their participation in the Level Up Village Global Conversation Program. This program allowed 30 of our middle school students to be in contact with students of similar age attending school in Nepal. This was in conjunction with an assistance program established by Mendham Township resident Maggie Doyne. The program provided the students with the opportunity to compare life situations and experiences with their counterparts in Nepal – a place much different than Mendham. Students remarked how their interactions with the Nepalese students gave them a greater appreciation of how they live and learn.

Francesca Hare, Art Teacher at the middle school, then made a presentation to the Board with details of a proposed field trip for students to Paris, France. The trip would be focus on art enrichment learning opportunities which are available in Paris. The one week tour would include many historically significant art locales as well as a day at the Louvre. The trip would be offered either in the spring or summer of 2019. Many details in making arrangements for such a trip are yet to be determined.

VI. Board President's Report

None.

VII. Correspondence

Mr. Kryger reported on the following items:

- The Board received notification from the MTEA that the Association had ratified the Memorandum of Agreement and the salary guides which had been proposed in establishing a new collective bargaining agreement to be effective from July 1, 2018 until June 30, 2021.
- The Morris County School Boards Association will be holding their next meeting on February 1, 2018, at Hanover Park High School. The topic will be Special Education School Law.
- Brown & Brown Benefit Advisors has reported that the "Cadillac Tax" scheduled to take effect in 2020 has now been delayed until 2022.

VIII. Committee Reports

➤ Curriculum and Instruction – Ms. Holquist.

The committee discussed the monthly suspension, truancy and emergency drills, revisions to several Student Council Activities, approval of five new field trips, establishing a Speech & Debate Club and contracting for an observation for one student. The committee also reviewed the details of an HIB incident at the middle school, the potential ratification of a new collective bargaining agreement with the MTEA and the details of a potential middle school art trip to Paris.

- **Operations and Finance** – Mr. Wood.
Discussion topics included the use of facility requests for the month, potential ratification of a new agreement with the MTEA, a bus engine replacement, possible replacement of the MTES LobbyGuard unit and an update on the district’s LED lighting project. The committee also reviewed mandated training requirements for Board members, completion of the Personal/Financial Disclosure documents, the Bills List review schedule, a recent cafeteria committee meeting with parents and representatives from Pomptonian and an update on the development of the 2018-2019 budget.
- **Personnel and Human Resources** – Ms. Holquist.
The committee discussed a new hire for the Tiny Tiger program (temporary), a substitute bus driver and two staff retirements. Also reviewed were a leave of absence request, approval of a second advisor for ATOMS and the MTEA contract ratification.
- **Policy and Planning** – No meeting this month.

IX. **ACTION ITEMS**

Approval of Minutes (Attachments)

Regular Session Meeting: December 14, 2017
 Closed Executive Session: December 14, 2017
 Reorganization Meeting: January 5, 2018

Moved by Ms. Holquist, second by Mr. Thayyar, to approve the Board of Education meeting minutes as indicated. Roll call vote: Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka, all Ayes. Ms. Fraser, Yes for January 5, 2018 minutes, ABSTAIN for both December 14, 2017 minutes. Mr. Gondek, YES for January 5, 2018 minutes, ABSTAIN for both December 14, 2017 minutes. Minutes are approved.

Curriculum and Instruction

1. **Harassment/Intimidation/Bullying**

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, rejects, modifies*) the Superintendent’s recommendations for:

Incident # MTMS 32 (*accepts, rejects, modifies*)

2. **ABA Behavioral Consultation**

BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler:

1 student – 2 hrs. @ \$80.00 /hr. for Behavioral Observation = \$160.00

3. Elementary School Field Trips–Confirmation of Previously Approved Proposed Field Trips (Attachments)

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:

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
3/9/18	1	Longo Planetarium County College of Morris	Busing	\$10	Jeanne Brown Eugenia Mastrogiannakos Tiffany Reed Brianna Boland

4. Middle School Field Trip–Revisions to Previously Approved Proposed Activities

BE IT RESOLVED that the Mendham Township Board of Education approve the change of activity, dates and chaperones remain the same, for the following previously approved dates

DATE	ACTIVITY	CHAPERONES	
Jan. 19, 2018 Cost to Board ➤Add'l chaperone	Student/Faculty Volleyball Game (previously a Grade 5 & 6 Dance)	Christine Varijian Allie Perrotta Kelly Wilce Amanda Porter	Perry Hooker Matthew Viggiano Donna CasaGrande
Feb. 9, 2018 Cost to Board ➤Add'l chaperone	Student Talent Show (previously a Grade 7 & 8 Dance)	Christine Varijian Michal Ferenc Allie Perrotta Kim BaRoss	Perry Hooker Christine Yawger Matthew Viggiano

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment to the above chaperones at the contractual rate of \$100 each for events that start after contractual hours.

5. MS Field Trips–Confirmation of Previously Approved Proposed Field Trips (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education reapprove the following field trip for the 2017-2018 school year which were approved conceptually by the Board on July 25, 2017:

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
1/18/18 1/25/18 2/1/18 2/8/18 2/22/18	7 & 8	A.T.O.M.S. Competitions	\$400 Busing	-0-	Michal Ferenc Allie Perrotta

3/1/18 3/15/18 3/22/18 if needed					
2/1/18 8:30am to 2:30pm Concert at 7pm	7 & 8 Choral Students	First West Morris Area Choral Festival	Busing	-0-	Allie Perrotta Ron Bergamotto
2/7/18	6 – 8 District Honors Band	Performance at MTMS then to Chester Diner	Busing	\$12	Russell Branch
2/22/18 8:30am to 2:15pm	6 – 8 Technology Club	Technology Showcase at Long Valley Middle School	Busing	-0-	Donna CasaGrande Francesca Hare

6. Middle School Schedule B or C Stipend – Speech and Debate Club

BE IT RESOLVED that the Mendham Township Board of Education approves the creation of new Schedule B Middle School Enrichment Team/Program Co-Curricular Stipend Position and the staff appointments for the 2017-2018 school year:

CO-CURRICULAR Activities (Schedule B)

Activities	2017-18 Salary	Staff Member
Speech and Debate Club	\$225 base + max of ten events @ \$56 each, not to exceed total of \$788	Michal Ferenc

7. Middle School Fundraiser

BE IT RESOLVED that the Mendham Township Board of Education approves the Club Getaway Student Organization “candy-grams” fundraiser during the last week of February.

Operations and Finance

1. Memorandum of Agreement and Salary Guides- 2018 through 2021(Attachment)

The Mendham Township Board of Education hereby resolves to ratify the proposed salary guide agreement between the MENDHAM TOWNSHIP EDUCATION ASSOCIATION and the Mendham Township Board of Education for the period of July 1, 2018 through June 30, 2021, and to authorize the Board President to execute the final Collective Bargaining Agreement consistent with the terms of the Memorandum of Agreement and in a form satisfactory to the board counsel.

2. November and December 2017 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 2017 after review of the appropriations section of the November and December 2017 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.

Certified by:

Thomas H. Kryger
Business Administrator/Board Secretary

3. Board Secretary's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the November and December 2017 Board Secretary's Reports. (Attachment)

4. Treasurer's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the November and December 2017 Treasurer's Reports. (Attachment)

5. November and December 2017 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the November and December 2017 transfer report. (Attachments)

6. January 2018 Bills List

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

Fund 10 – General Fund	\$749,288.18
Fund 20	\$ 10,648.17
Fund 60	\$ 34,362.83

7. 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
Foundations Level 3 Workshop Hamilton, NJ	12/14/17	Clare Riina	\$350	\$350 plus mileage reimbursement Substitute coverage
Tiger Singers Concert	1/17/18	Alice Allen	-0-	Substitute coverage
SYPI PDD Enrich Your Curriculum-Wisdom & Light from Traditional Chinese Culture Newark, NJ	5/2/18	Alice Allen	\$249	\$249 plus mileage reimbursement Substitute coverage

8. 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:

Organization	Location	Dates	Times	Resp. Party
Mendham Township Recreation <i>(adult basketball)</i>	<u>MS</u> Gym	Tuesdays & Thursdays	7:00 pm – 9:00 pm	Steve Eisenstein
Girl Scouts Troop 5049	<u>MS</u> Library	Fridays 1/19/18, 2/16/18, 3/16/18, 4/20/18, 5/18/18	4:45 pm – 6:30 pm	Cindy Barban

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

9. Approval of Waiver of Special Education Medicaid Initiative (SEMI) Program–2018-2019

BE IT RESOLVED that the Mendham Township Board of Education approves the following resolution:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 budget year, and

WHEREAS, the Mendham Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students OR participation in SEMI would not provide a cost benefit to the district based on the projection of the district’s available SEMI reimbursement for the 2018-2019 budget year, and

WHEREAS, the waiver request is based on the 2017-2018 Revenue report received from the NJ DOE, the free and reduced lunch count for special education students and the 2018-2019 Revenue Projection report from the NJDOE and

NOW, THEREFORE BE IT RESOLVED that the Mendham Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2018-2019 school year.

Personnel and Human Resources

1. New Hire--Temporary- Tiny Tigers

BE IT RESOLVED that the Mendham Township Board of Education approves Helene O’Neill, current Substitute Teacher/Secretary, to provide Before Care Aide services in the Tiny Tigers Program from 7am to 9am, effective January 22, 2018 until a permanent aide is hired, at an hourly rate of \$16.78.

2. Staff Retirement – Elliott Averett III (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Elliott Averett III, Transportation Driver, dated January 1, 2018 and effective July 1, 2018.

3. Staff Retirement – Laurel Culbertson (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Laurel Culbertson, Mendham Township Elementary School Teacher, dated January 4, 2018 and effective July 1, 2018.

4. Leave of Absence-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 (1) one week on June 19, 2018, while utilizing (7) seven 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.

5. Approval of Additional Chaperone: A.T.O.M.S.

BE IT RESOLVED that the Mendham Township Board of Education approves Allie Perrotta as a chaperone for A.T.O.M.S. meets, at the contractual rate of \$100.00 for events beginning after contractual hours.

6. Revised hours to the Appointment of MTEA member support staff for ‘17-18 school year

BE IT RESOLVED, that the Mendham Township Board of Education approves revising the following MTEA member support staff appointment for the 2017-2018 school year, effective December 18, 2017:

<u>MTEA Member</u>	<u>Job Title</u>	<u>Hours</u>	<u>Salary</u>
Carol Jean Floegel	Part-Time Instructional Aide	5.95 hours/ 180 days	\$17.25/hr

7. New Hire: Substitute Transportation Driver

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following Substitute Transportation Driver for the 2017-2018 school year at an hourly rate of \$22.86, pending receipt of required documentation:

Albert Ascolese

8. Middle School Field Trip Chaperones – Club Getaway

BE IT RESOLVED that the Mendham Township Board of Education approves the contractual payment of \$250.00 per night for staff who accompany students on overnight field trips to the following chaperones for the previously approved trip to Club Getaway on April 27 to 29, 2018:

Gina Sodora
Allie Perrotta
Perry Hooker
Matthew Viggiano
Cindy Blood (as one-to-one Aide)

9. Staff Resignation– Deborah Luciano, Cafeteria/Recess Aide (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Deborah Luciano, Part Time Cafeteria/Recess Aide, effective immediately.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves her appointment as a Substitute Cafeteria/Recess Aide for the remainder of the 2017-2018 school year at an hourly rate of \$12.14.

10. New Hire: Cafeteria/Recess Aide: Sharon Romero

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Sharon Romero, current Substitute Cafeteria/Recess Aide and MTSD Bus Driver, as a Cafeteria/Recess Aide for the remainder of the 2017-2018 school year at an hourly rate of \$12.48.

Moved by Mr. Wood, second by Ms. Holquist, to approve all Action Items for January 23, 2018 related to Curriculum & Instruction, Operations & Finance and Personnel & Human Resources. Roll call vote: Ms. Fraser, Mr. Gondek, Ms. Holquist, Mr. Thayyar, Mr. Wood, Mr. Jendryka. All Ayes. Motion passes.

X. Discussion

The Board discussed the presentation by Francesca Hare earlier in the evening related to the details surrounding a proposed art enrichment field trip to Paris, France. The trip would be made available to seventh and eighth grade students. This was a very preliminary discussion as the trip would not likely be scheduled until late in the 2018-2019 school year. The Board would also like to entertain alternative trips which would be more local.

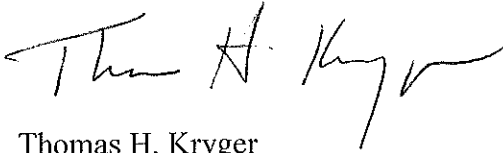
XI. Verbal Communications from the Public

None.

XII. Adjournment

Moved by Mr. Thayyar, second by Mr. Wood, to adjourn the meeting. The meeting was adjourned at 9:00 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Thomas H. Kryger". The signature is fluid and cursive, with a long horizontal stroke at the end.

Thomas H. Kryger
Business Administrator/Board Secretary