

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
WORK SESSION MEETING MINUTES
TUESDAY, MARCH 13, 2018, 7:30 PM**

I. Call to Order

The meeting was called to order at 7:30 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		Present
Mrs. Heather Fraser		Present
Mr. Richard Gondek		Present
Mrs. Gretchen Holquist		Absent
Mr. Fion Wood		Arrived 7:35 pm.

Also present: Dr. Salvatore Constantino, Superintendent
Mr. Thomas Kryger, Business Administrator/Board Secretary
General Public – None.

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 Governor will be addressing the entire legislature today providing details of his upcoming budget. Pertinent areas to be addressed are expected to include Sales Tax changes, a Millionaires' Tax, marijuana legislation, public pensions, community college tuition and school funding.
- The district will conduct a Town Hall Meeting in conjunction with the Mendham Township Police Department on April 4, addressing the current status and future plans for enhancing school building security.
- There are nationwide student walkout demonstrations planned for March 14, 2018. Our middle school students will be asked to stand and observe a moment of silence to honor the

victims of the Parkland, Florida community. Students will not be permitted to leave the building.

- The middle school play, a production of Bye Bye Birdie was performed this past weekend. The performances were outstanding. Dr. Constantino congratulated and thanked all cast members, parents, production crew and the Mendham Township Recreation Department for their efforts and support.
- Several WMMHS students will be visiting the middle school on April 18 to participate in the annual "shadowing day". The high school students will be shadowing several of our middle school teachers.
- The elementary school will conduct the annual Science Expo on March 15.
- The elementary school spring concert was performed by students over the last two days. Performances were excellent and were well attended by parents.

Committee Reports – Due to inclement weather and district snow days, Policy & Planning was the only committee to meet in March.

➤ **Policy and Planning** – Mr. Thayyar.

The committee discussed policies for first reading which included Board Member use of Social Networks, Military Leave for Employees, High School Transcripts, Use of Student Tracking Devices, Adequacy of Capital Projects, Lead Testing of Water, School Security and Use of Electronic Surveillance, School Breakfast programs, Responsibilities of School Bus Drivers and Aides, Emergency School Bus Procedures, Use of Electronic Signatures and Response to Concerted Job Action.

VI. Board President's Report

None.

VII. Correspondence

None.

VIII. CONSENT ITEMS for March 20, 2018

Approval of Minutes (Attachments)

Work Session Meeting: February 20, 2018

Regular Session Meeting: February 27, 2018

Curriculum and Instruction

1. **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

2. 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 Students	Chaperones
4/30 to 5/4/18	2 nd	Mendham Twp Library	-0-	-0-	Tracy Newton Kevin O’Keefe Volunteer Parents

3. 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	Cost to Student	Chaperones
4/6/18	6 th	Liberty Science Center		\$45	Michal Ferenc Catherine Gustavsen Matthew Viggiano Francesca Hare Jennifer Vazquez Amanda Porter Tara Horutz Kelly Wilce Erin Giarrusso

Operations and Finance

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

3. Treasurer’s Report

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

4. January 2018 Transfer Reports

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

5. February 2018 Bills List

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

Fund 10 – General Fund	\$
Fund 20	\$
Fund 61 - PreK	\$

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 Cost	Total Cost
Science Expo Interviews	3/15/18	Diane Barlow Erica Parke	-0-	Substitute Coverage
Making Best Use of Google Classroom West Orange, NJ	4/11/18	Darlyne Pieper	\$249	\$249 plus mileage reimbursement Substitute Coverage
Festival of the Arts Set-up	5/30/18	Sarah Bizzarro	-0-	Substitute Coverage
Princeton Univ Field Trip 4 th grade students	6/13 and 6/14/18	Sarah Bizzarro		Substitute Coverage for remaining classes
School Bus Driver Safety Seminars Woodbury Heights	3/17/18 Saturday	James Castiglione Deborah Templin	\$40 each	\$40 each plus mileage reimbursement plus hourly rate from 8:30 to 1:30

7. 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
NJ Thunder (Basketball)	ES Gyms	Saturday 3/3/18	9:00 am – 1:00 pm	Andy Talbert
		Tuesday, Wednesdays, Fridays 3/13/18 – 6/14/18	6:00 pm – 9:30 pm	
Morris County Arts Workshop (Spring Program)	ES Gyms Classrooms	Monday – Friday 4/9/18 – 6/8/18	8:00 am – 8:45 am 3:45 pm – 4:45 pm	Jane Shatz

	<u>MS</u> Gyms Classrooms		2:55 pm – 3:55 pm	
Morris County Arts Workshop (Summer Program)	<u>ES</u> Gyms Classrooms	Monday - Friday 6/20/18 – 8/10/18	9:00 am – 3:00 pm	Jane Shatz

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

8. Renewal of Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record Agreement with Phoenix Advisors, LLC for Bond Management/Continuing Disclosure

BE IT RESOLVED that the Mendham Township Board of Education approves the Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record agreement with Phoenix Advisors, LLC for bond management and Continuing Disclosure Agent responsibilities for an annual fee of \$850.00 for school year 2018-2019.

9. 2018-2019 Transportation Agreement – Educational Services Commission of Morris County

BE IT RESOLVED that the Mendham Township Board of Education approves the 2018-2019 Joint Transportation Agreement between the Mendham Township Board of Education and the Educational Services Commission of Morris County. (Attachment)

10. Joint Transportation Agreement with Sussex County Regional Transportation Co-op – 2018-2019

BE IT RESOLVED that the Mendham Township Board of Education approves the renewal of the Joint Transportation Agreement with the Sussex County Regional Transportation Cooperative for the 2018-2019 school year. (Attachment)

Personnel and Human Resources

1. Middle School Schedule B Stipend Positions

BE IT RESOLVED that the Mendham Township Board of Education rescinds the Schedule B Middle School Enrichment Team/Program Co-Curricular Stipend Position titled MTMS Offseason Soccer Clinic - Zero Period and the staff appointment of Perry Hooker for the 2017-2018 school year.

2. Leave of Absence-Frank Pokryska

BE IT RESOLVED that the Mendham Township Board of Education approves the request of Frank Pokryska, School Bus Driver, for a leave of absence under the Federal Family Medical Leave Act (FMLA) having received doctor's certification, commencing March 9, 2018 through May 11, 2018 while utilizing 42 sick days, as requested in writing.

BE IT FURTHER RESOLVED that the Board hereby approves Frank Pokryska with an anticipated return to work date of May 14, 2018. (Attachment)

3. Staff Retirement – Marian M. Arena

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Marian M. Arena, Mendham Township Instructional Aide, dated March 1, 2018 and effective June 30, 2018. (Attachment)

4. Staff Resignation– Meriette Arwady

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Meriette Arwady, School Transportation Dispatcher, dated March 1, 2018 and effective June 30, 2018. (Attachment)

5. New Hire: Substitute Cafeteria/Recess Aide - Jacqui Polo

BE IT RESOLVED that the Mendham Township Board of Education approves Jacqui Polo's, Current School Bus Transportation Aide, appointment as a Substitute Cafeteria/Recess Aide for the remainder of the 2017-2018 school year at an hourly rate of \$12.14.

Policy and Planning

1. First Reading

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

Policy 0169.02	Board Member Use of Social Networks
Policy 3437	Military Leave
Policy 4437	Military Leave
Regulation 5460.1	High School Transcripts
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 8507	Breakfast Offer Versus Serve
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

IX. ACTION ITEMS

None.

X. Discussion

The Board of Education discussed the calendar revision to the 2017-2018 school year necessitated by the use of three unscheduled snow days over the last two weeks. The Board has decided that it will add the three additional days to the end of the school year. This will move the last day of school to Friday, June 22. Additionally, the Board may consider adding an additional snow day(s) to the 2018-2019 school calendar.

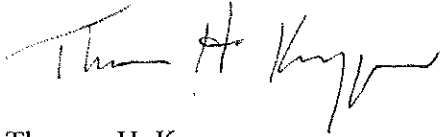
XI. Verbal Communications from the Public

None.

XII. Adjournment

Moved by Mr. Thayyar, second by Mr. Wood to adjourn the meeting. The meeting was adjourned at 8:18 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Thomas H. Kryger". The signature is fluid and cursive, with a large initial "T" and "K".

Thomas H. Kryger
Business Administrator/Board Secretary