

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
MINUTES OF THE REGULAR SESSION MEETING
TUESDAY, JULY 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
Mrs. Jocelyn deGrandpre		Absent
Mrs. Heather Fraser		Present
Mr. Richard Gondek		Present
Mrs. Gretchen Holquist		Present
Mr. Fion Wood		Present

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

Superintendent's Report for 7/24/18; Dr. Constantino reported on:

District News and Updates

Reminder regarding our August calendar – see below:

Committee Meetings - Week of August 13, 2018
August 21, 2018, 7:30 PM – Work Session Meeting
August 28, 2018, 7:30 PM – Regular Meeting

In August:

- Final approval of strategic plan, draft provided in this week's Friday report
- School/Merit/Board Goals for 2018-2019
- Final HIB reports and self-assessment
- Welcoming our new BA

The summer is a wonderful time for all of us, but the work of preparing for 2018-2019 is ongoing and intense. As an administrative team, some of the important items we are focused on right now include:

Completing the hiring process, filling open positions
Finalizing goals, professional development programming, and logistics for staff and scheduling
Preparing for QSAC this fall
Facilities updates for September (Security, Locker Rooms, Technology)
Preparing for Audits

VI. Board President's Report

There was none.

VII. Correspondence

There was none.

VIII. Committee Reports

- **Curriculum and Instruction**: Mr. Thayyar reported on:
 - 1. Suspension, Truancy and Emergency/Fire Drill Reports
A&B: Nothing major to report. It's up on the drive
 - 2. Elementary School Curriculum Adoption: Music, Mathematics, Writing, Reading, Social Studies, and Science: Full document on the website.
 - Structural change nothing substantive
 - Review done on several items for ES. MS had it already in the format.
 - DOE wanted to pull out the following items and given its special heading: Integrated accommodations for IEP, gifted & talented, benchmark for alt assessments, list all materials, integration of 21st century skills, technology and career standards. The full list is on the drive.
 -
 - 3. Revised ES Curriculum – see website
 - Music Mathematics Writing Reading Social Studies Science

- **Operations and Finance**

Mr. Wood reported on the topics discussed, including facility use, the New Wave Environmental contract, a donation from Colin Elgarten for an Eagle Scout project, the sale of the 2004 trailer, an update on the MS locker room project, additional playground equipment at the Elementary School, an upgrade to the district phone system, the LENS system, school security projects, i.e. window film and door lock down systems. Also discussed were the two ongoing district audits and a potential upgrade to the accounting software.

➤ **Personnel and Human Resources**; Mrs. Holquist reported on:

1. Middle School Schedule B & C and Additional Instructional Periods
 1. Programs in line with budget/ expectations. Recommend approval
2. 2018-2019 Zero Period:
 - Multi-Sensory Reading Program – Jennifer Vazquez – 5 periods/wk - \$8,500
 - Math Program – Dawn Cullinan – 4 periods/wk - \$6,800
 1. Support for students that we want to begin quickly at the beginning of the year. Recommend approval
2688. Extra Summer Hours @ \$39.96/hr:
 - ES School Nurse-Michelle Hofmann not to exceed 30 hrs
 - ES School Guidance Counselor-Carolyn Johnson not to exceed 20 hrs.
 1. In line with budget planning. Primarily administrative tasks during the summer. Recommend approval
1. ABA during August < 2018: Sara Bresky, 15 hrs @ \$41/hr
 1. Recommend approval
1. Merit Goal Review - Dr. Constantino
 1. Reviewed goals and backup documentation in detail. Agree that goals have been achieved. Will be reviewed by full board during next meeting. Recommend approval.
1. Staff Resignations: Clair Nines, Instructional Aide
Frank Pokryska, School Bus Driver
 1. Recommend accepting. Both positions will need to be filled.
7. New Hire: Kelly Bravo, School Social Worker
 1. Replacing retiring social worker. Robust interview process with positive feedback. Recommend approval.
8. New Hire: Laurel Reilly, Instructional Aide
 1. Backfill for Mrs. Arena. Recommend approval
9. New Hire: Elizabeth Hollman, Middle School Spanish
 1. Recommend approval

➤ **Policy and Planning**

Mr. Thayyar reported on the policy items that would be discussed and agreed to as first reading the following items; P & R 1550, P 2431, P 2431.2, P 2431.8, P & R 5350, P 5533, P 5535, P & R 5561, P 8462, P 8561, P 5511, R 2340, P 5601.

IX. ACTION ITEMS

Approval of Minutes (Attachments)

Regular Session Meeting: June 25, 2018
Closed Executive Session: June 25, 2018

Moved by Mrs. Holquist, seconded by Mr. Gondek; Approval of Minutes. Roll Call vote: Mrs. Fraser, Mr. Gondek, Mrs. Holquist, Mr. Wood, Mr. Thayyar, Mr. Jendryka. All Ayes. Motion passes 6-0

Curriculum and Instruction

1. Tuition Contract with E.C.L.C of NJ

BE IT RESOLVED that the Mendham Township Board of Education approves Tuition contract with E.C.L.C. of NJ for the 2018-2019 extended school year effective 7/5/18 – 8/1/18 for one (1) student as per IEP at a cost of \$5,826.60.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Tuition contract with E.C.L.C. of NJ for 2018-2019 school year effective 9/6/18 – 6/25/19 for one (1) student as per IEP at a cost of \$52,439.40.

2. Therapeutic Intervention 2018-2019 school year

BE IT RESOLVED that the Mendham Township Board of Education approves the payment of additional monies in the amount of \$6,688.62 for occupational therapy services due to increase in student therapies to Therapeutic Interventions.

3. Elementary School Field Trips

BE IT RESOLVED that the Mendham Township Board of Education approves the proposed list of field trips for the 2018-2019 school year with the cost to the district being school busing:

Grade Level	Tentative Date	Tentative Cost	Location	Description	Curriculum Rationale
Pre-K	10/23/18	\$13 per student Includes Admission & Transportation	Sun High Orchards, Randolph NJ	Pumpkin & apple picking, hayrides, seeing animals, petting zoo, seeing growing plants & veggies	Observe and describe how natural habitats provide for the basic needs of plants and animals with respect to shelter, food, water, air and light
	1/28/19	TBA	Mayo Theater, Morristown	Pete the Cat performance	We will study characters in read alouds. Students will listen to and discuss story elements prior to the show and then view a production based on a star book.
	5/8/19	No Cost/Walking Trip	Brookside Post Office	Students will walk to the post office to mail letters	Students will complete a unit on postal carriers, write a letter/draw a picture for their family and take it to the post office to mail.

Kinder- garten	1/28/19	TBA	Mayo Theater, Morristown	Pete the Cat	We will study characters in read aloud/reading workshop lessons. Students will listen to and discuss story elements prior to the show and then view a production based on a star book.
	5/7/19	TBA	Mayo Theater, Morristown	Henry and Mudge	We will study characters in read aloud/reading workshop lessons. Students will listen to and discuss story elements prior to the show and then view a production.
Grade 1	10/18	\$18 per student approx.	Alstede Farm, Chester	Pumpkin/apple picking, hayride, visiting animals, learning about growing and planting vegetables	This trip supports our Science “Plants & animals” unit of study; we will learn about the plants/crops grown at a local farm and about the animals housed there.
	2/5/19	\$8 per student	Mayo Performing Arts Center Morristown	Danny Carmo’s mathematical Mysteries AM show	This show combines math, theater, and digital technology to present an engaging and interactive performance for students. It will show students that math can be fun! The First grade curriculum includes addition, subtraction, estimation, and calculation. The show also connects to problem solving and language arts/literacy.
Grade 2	4/19	TBA	Franklin Mineral Museum	Students will visit the museum to see and interact with rocks and minerals that will add to our unit on pebbles, sand and silt.	Second grade science curriculum includes a focus on pebbles, sand, and silt. The students study the transformation of rock to silt.
	5/19	\$10 estimate	Morris Museum	American Indian Tribes of North America	Second Grade Social Studies Curriculum Connections
Grade 3	9/27/18	*CHARTER BUSES	Sandy Hook, NJ	Students will compare and contrast water	Geographic orientation Structure, function and importance of an estuary

		<p>Approx \$50 per student includes entry fee and charter bus</p> <p><i>*Buses will be sources by transportation department.</i></p>	Sea Grant, NJ Marine Consortium	and life cycles in two different water related ecosystems: march and ocean	Structure, function and importance of a salt marsh (habitat) Human impact on the bay and marsh environment An overview of native salt marsh plants and animals (adaptation) An introduction to the watershed concept Marine food webs (producer, consumer, and predator)
	5/30/19	<p>*CHARTER BUSES</p> <p>Approx \$50.00 per student Includes Admission & Transportation Cost (Charter buses)</p> <p><i>*Buses will be sources by transportation department.</i></p>	Bronx Zoo, Bronx, NY	Exploration of Food Chains and Webs integrated with Social Studies/Concepts	A large part of the 3 rd Grade Science Curriculum focuses on the study of plant and animal life cycles and food chains and webs. While we are readily available to observe the life cycles of plants in the classroom, our trip to the Bronx Zoo will give students the opportunity to encounter a large variety of animals and insects in more humane environments than we can provide in the classroom and to observe the adaptations of predators and prey firsthand.
Grade 4	4/18/19	<p>*CHARTER BUSES</p> <p>Approximately \$45.00 per student Includes admission & charter bus cost</p> <p><i>*Buses will be sources by transportation department.</i></p>	Liberty Science Center	Field trip will focus on the “Earth Science Experience” program called the changing earth. Students will visit the IMAX movie, be provided with hands on stream table experience and visit rest of museum exhibits.	Students will construct interactive stream tables, students will participate in IMAX movie The Changing Earth. Students will travel through giant heart to support circulatory unit. Students will experiment with magnetism and electromagnets.

	4/19	\$15.00 per student Includes admission & transportation cost	Waterloo Village, Stanhope, N.J. (Winakung – Re-created Lenape Village).	A collection of educational interpretive tours that define the history of the N.J. Highlands Region. Students will learn about the pre-European contact lifestyle of woodland Native Americans as well as the encounters with Dutch traders and the westward migration of Lenape-Delaware American Indians.	Current units of study include N.J.Highlands conflict between European settlers & Native Americans, Colonial life, transportation systems/industrial revolution.
Sarah Bizzarro Advanced Art Students Grades 3 & 4	10/19/18	*CHARTER BUSES Price TBA <i>*Buses will be sources by transportation department.</i>	The Guggenheim Museum. New York	The students will view a collection of art, participate in a guided tour and workshop at the museum	This trip will help the advanced art program students learn to work artistic choices that express their creative voice.
Sarah Bizzarro Grade 4	6/6 and 6/7/19	\$5.00 per student (Transportation Cost Only)	Princeton University, Art Museum, Princeton, N.J.	View Collection of Ancient Art	Compare and contrast works of art that communicate significant cultural meanings; apply qualitative terms when responding to works of art.; create an arts experience that communicates a significant emotion or feeling; Utilize basic arts terminology; recognize the main subject or theme in a work of art.
Strings	3/12/19	No cost to student	Mendham Township High School	District Concert Orchestra Rehearsal	
Library/ Mrs. Newton Grade 2	4/29/19 4/30/19	No cost to student	Mendham Township Public Library, Brookside, N.J.	Walking trip	Students will learn to read with fluency and comprehension, enabling them to become lifelong readers and

	5/1/19 5/2/19				learners. Students benefit from opportunities to read material of their own choosing and for their own purpose and pleasure.
Tiger Singers	5/19	Transportation Cost	Drew University Concert Hall	NJSMA Treble Choral Celebration	This trip will further develop children's musicianship skills, nurture a deeper appreciation of the choral art through performing, listening and communal singing, and foster a life-long love of choral singing.

4. ABA Services – Summer

BE IT RESOLVED that the Mendham Township Board of Education approves Patricia Porter to provide ABA services during the month of August:
15 hours total @ the rate of \$41.00/hr. – totaling \$615.00

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Sara Bresky to provide ABA services during the month of August:
15 hours total @ the rate of \$41.00/hr. - totaling \$615.00

5. Summer ESY - Revised

BE IT RESOLVED that the Mendham Township Board of Education revises the appointment of the following personnel for the 2018 Extended School Year.

Carol Jean Floegel	Paraprofessional	5 hrs./\$ 19.00/hr for 20 days
Christine Rollo	Paraprofessional	5 hrs./\$ 19.00/hr for 20 days

6. Revised Curriculum

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption for the 2018-2019 school year of the revised/renewed curriculum listed below:

- ES Music
- ES Mathematics
- ES Writing
- ES Reading
- ES Social Studies
- ES Science

Moved by Mr. Wood, seconded by Mrs. Holquist to approve Curriculum and Instruction resolutions. Roll call vote Mrs. Holquist, Mr. Wood, Mrs.

Fraser, Mr. Gondek, Mr. Thayyar, and Mr. Jendryka. All Ayes. Motion passes 6-0.

Operations and Finance

1. May 2018 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the May 2018 transfer report.

2. June and July 2018 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the July 2018 Bills List.

Fund 10 – General Fund	\$198,244.48
Fund 20	\$ 387.25
Fund 60 – Cafeteria	\$ 26,298.89

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the July 2018 Bills List.

Fund 10 – General Fund	\$706,579.49
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3. 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
Facilities Training	8/14/18	John Ragusa	-0-	-0-
NJ Sustainability Summit Annual Meeting TCNJ – Ewing NJ	6/21/18	Erica Parke	\$350	\$350 plus mileage reimbursement

4. Use of District Facilities

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2018-2019 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Resp. Party
Twin Boro Bears Cheerleading	MS Gym All Purpose Room	Monday - Wednesday 8/13/18 – 8/15/18 Thursday	8:30 am – 2:30 pm	Amy Golier

	Back Field	8/16/18	8:30 am – 1:30 pm	
Girls on the Run	ES Gym	Mondays & Wednesdays 9/10/18 – 11/19/18	3:30 pm – 4:45 pm	Michelle Hofmann

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

5. Field Trips Charter Bus Transportation

BE IT RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Township Elementary School field trip to the Sandy Hook, NJ on September 27, 2018:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$2,030	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$2,862	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Middle School field trip to the Philadelphia, PA on October 10, 2018:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$2,950	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$3,084	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following two (2) quotes approves the Frank Martz Group for the Mendham Elementary School field trip to the Guggenheim Museum on October 19, 2018:

Charter NAME	Price	Trip Awarded to:
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$1,024	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank

Martz Group for the Mendham Middle School field trip to the MOMA, New York on November 3, 2018:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$1,235	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$874	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Middle School field trip to Ellis Island, New York on January 11, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$3,650	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$3,544	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Middle School field trip to Liberty Science Center on February 1, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$2,100	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$1,852	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Middle School field trip to Club Getaway, CT on April 26, 2019 – April 28, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$2,050	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$1,652	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Elementary School field trip to Liberty Science Center on April 18, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$2,400	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$3,270	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following three (3) quotes approves the Frank Martz Group for the Mendham Middle School field trip to Kutztown/Dorney Park on May 24, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours Seat belts not guaranteed	\$3,140	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$3,324	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following quote approves the Frank Martz Group for the Mendham Elementary School field trip to the Bronx Zoo on May 30, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours No seat belt available	n/a	
Lakeland No seat belt available	n/a	
F. Martz Group Guaranteed seat belts	\$2,064	Frank Martz Group

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the quote approves the Frank Martz Group for the Mendham Middle School field trip to Washington D.C. on June 5 to June 7, 2019:

Charter NAME	Price	Trip Awarded to:
Panorama Tours No seat belt available	n/a	
Lakeland No seat belt available	n/a	
F. Martz Group	\$8,896	Frank Martz Group

Guaranteed seat belts		
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6. Extended School Year and Summer Transportation

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following summer transportation staff as Transportation Drivers, Transportation Aides, and Substitute Transportation Drivers and Substitute Transportation Aides for the following routes at an hourly rate of \$25.10:

Transportation Drivers

JAMES	CASTIGLIONE	ESY Driver
SHARON	ROMERO	ECLC
BRENDA	HELBIG	PG Chambers
DEBORAH	LUCIANO	ESY Driver
MARK	OTTOSON	WMMHS

Transportation Aides

DEBORAH	GETCHIUS	PG Chambers
JACQUELINE	POLO	PG Chambers
DEBORAH	MERCURIO	ESY Aide and Mail Delivery
SUSAN	REUTER	ESY Aide
MARGUERITE	OSWALD	ECLC
HELENE	O'NEIL	WMMHS

Substitute Transportation Drivers

MEYLER	JOANN	Substitute Bus Driver
PICO	CHRISTA	Substitute Bus Driver
HELBIG	BRENDA	Substitute Bus Driver
NOVAK	MICHAEL	Substitute Bus Driver
POKRYSKA	FRANK	Substitute Bus Driver
MERCADO	DOMINGO	Substitute Bus Driver
FARNON	SONDRA	Substitute Bus Driver
BARNO	JEAN	Substitute Bus Driver
PARRALES	MARIA	Substitute Bus Driver
OTTOSON	MARK	Substitute Bus Driver
LUCIANO	DEBORAH	Substitute Bus Driver
MUSCATELLA	NICHOLAS	Substitute Bus Driver
ROMERO	SHARON	Substitute Bus Driver
HOGAN	MARGARET	Substitute Bus Driver
GARCIA	OLGA	Substitute Bus Driver
ASCOLESE	ALBERT	Substitute Bus Driver
WOOD	DAN	Substitute Bus Driver
CONOVER	JERRY	Substitute Bus Driver
TEMPLIN	DEBORAH	Substitute Bus Driver

MOLNAR	STEVEN	Substitute Bus Driver
BUERGER	KATHY	Substitute Bus Driver
MCCROY	WARREN	Substitute Bus Driver
TEMPLIN	DEBORAH	Substitute Bus Driver
MOLNAR	STEVEN	Substitute Bus Driver
MICHAEL	GANNON	Substitute Bus Driver

Substitute Transportation Aides

WEBSTER	DEBRA	Substitute Bus Aide
KIM	KYONGHEE	Substitute Bus Aide

7. Bus Dispatcher

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves appointment of the following summer transportation staff as Bus Dispatchers and Substitute Bus Dispatchers at an hourly rate of \$21.12:

JACQUELINE	POLO	Substitute
JAMES	CASTIGLIONE	Substitute
DEBORAH	MERCURIO	Substitute

8. Bus Cleaner

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Kleber Menusche as a school bus cleaner, 30 buses at 3 hours per bus, not to exceed 90 hours at a rate of \$25.10.

9. Contract with Fire Door Solutions of Stillwell, Kansas (Attachment)

WHEREAS, given the paramount importance of providing a safe working and learning environment for District staff and students, the Mendham Township Board of Education (“Board”) has determined to increase safety measures at both district buildings by making sure that classrooms may be quickly barricaded if necessary; and

WHEREAS, in pursuit of this goal, the District Administration researched various options and products available; and

WHEREAS, District Administration has determined that the product “Door Armor”, patent pending, manufactured and distributed by Fire Door Solutions of Stillwell, Kansas to be the most suitable to meet the District’s needs to keep the building occupants safe because the product can be activated in a matter of seconds by any individual, including students if necessary; and

WHEREAS, Fire Door Solutions has provided a quote in the amount of \$37,000.00 to provide and install the product, which amount is less than the District’s bid threshold; and

WHEREAS, Fire Door Solutions has advised that the installation can occur prior to the start of classes is September 2018; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-37, the Board may award a contract that is less than the bid threshold by 15 percent or more of that amount, after soliciting at least two competitive quotations, if practicable; and

WHEREAS, given the proprietary nature of Door Armor, the determination that the product best meets the needs of the District based upon the District Administration’s research, and the need to have the product installed prior to the start of classes in September, it was not practicable to obtain quotations for the other products.

NOW, THEREFORE, BE IT RESOLVED, by the Mendham Township Board of Education that the above-recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that the Board awards a contract for the purchase and installation of the Door Armor hardware and technology from Fire Door Solutions in the amount of \$37,000; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Administration to take all steps necessary to effectuate the purposes of this resolution, including, without limitation, issuance of a purchase order and execution of any contract, if necessary.

10. Transportation Agreements – 2018-2019 School Year

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 below listed locations for the 2018-2019 school year:

DISTRICT	Jointure Totals 2018-2019
Chester Non Public	\$29,523.03
Chester Dickerson-Bragg	\$112,866.00
Denville	\$6,933.36
Morris Township	\$1,977.56
Mt. Olive	\$8,840.69
Randolph	\$46,676.17
Somerset Hills	\$2,950.71
Gill St. Bernards Late Runs	\$80,713.58
Mendham Borough	\$66,472.85
SUB TOTAL	\$356,953.95

APPROVED IN JUNE	
WMMHS Jointure	\$430,429.00
TOTAL	\$787,382.95

11. Approval of Proposal re: 3M Window Safety and Security Film (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the proposal of APG Energy and Security Solutions, 28 Bowling Green Parkway, Lake Hopatcong, NJ 07849 for installation of window safety and security film at MTMS and MTES at a cost of \$48,045.25

Additional Bids: Sun Control Tinting, Maplewood, NJ (\$80,000)
Garden State Sun and Energy Control, Bridgewater, NJ (Conducted site visit - failed to submit proposal)

BE IT FURTHER RESOLVED this purchase was procured through Middlesex Regional Educational Services Commission, SAFETY AND SECURITY WINDOW FILM BID #MRESC 15/16-80

12. Approval of Proposal re: Playground Addition to MTES (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the proposal from General Recreation, Inc., P.O. Box 440, Newtown Square, PA 19073, for purchase of playground equipment, including installation and site preparation at MTES, in the amount of \$29,950.

BE IT FURTHER RESOLVED this purchase was procured through New Jersey State Contract - Landscape Structures, 16-FLEET-00130

13. Acceptance of Donation from the MTSD HSA

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Mendham Township Board of Education accepts the following monetary donations for school security projects courtesy of MTSD HSA.

BE IT FURTHER RESOLVED that the Business Administrator shall increase appropriations in line 20-000-266-730.

Check Number	Amount
1289	\$30,000.00

1290	\$33,000.00
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14. Acceptance of School Bus Lease Agreement

RESOLUTION

Lessee: Board of Education of the Mendham Township School District

Principal Amount Expected To Be Financed: \$198,600.00

WHEREAS, the Lessee named above (the "Lessee") is a political subdivision of the State of New Jersey (the "State") and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the Lessee acting through its governing body (the "Governing Body") is authorized to acquire and lease personal property necessary to the functions or operations of the Lessee;

WHEREAS, the Governing Body hereby finds and determines the execution of one or more lease-purchase agreements ("Equipment Leases") in the principal amount not exceeding the amount stated above (the "Principal Amount") for the purpose of acquiring the Equipment described generally below (the "Equipment") and to be described more specifically in the Equipment Leases is appropriate and necessary to the functions and operations of the Lessee;

Brief Description of Equipment: Two School Buses

WHEREAS, **FIRST HOPE BANK, a National Banking Association**, (the "Lessor") is expected to act as the Lessor under the Equipment Leases;

WHEREAS, the Lessee may pay certain capital expenditures in connection with the Equipment prior to its receipt of proceeds of the Equipment Leases ("Lease Purchase Proceeds") for such expenditures, and such expenditures are not expected to exceed the Principal Amount; and

WHEREAS, the Lessee hereby declares its official intent to be reimbursed for any capital expenditures made for the Equipment after adoption of this resolution but prior to the issuance of the Equipment Leases from the Lease Purchase Proceeds.

NOW, THEREFORE, Be It Resolved by the Governing Body of the Lessee as follows:

Section 1. The Lessee hereby determines that it has critically evaluated the financing alternatives and that entering into the Equipment Leases and financing the acquisition of the Equipment thereby is in the best interests of the Lessee.

Section 2. The Lessee is hereby authorized to acquire and install the Equipment and is hereby authorized to finance the Equipment by entering into the Equipment Leases. Any action taken by the Lessee in connection therewith is hereby ratified and confirmed.

Section 3. Either one or both of the School Business Administrator or the Board President (each an "Authorized Representative") acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Leases in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Lessee. Each Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other agreement or documents relating to the Equipment Leases (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate.

Section 4. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Lessee.

Section 5. The aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

Section 6. The Lessee's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Leases, and the Lessee's obligations under the Equipment Leases shall not constitute indebtedness of the Lessee under the laws of the State.

Section 7. It is hereby determined that the acquisition of the Equipment is permitted under the laws governing the Lessee and is essential to the efficient operation of the Lessee.

Section 8. The Governing Body of the Lessee anticipates that the Lessee may pay certain capital expenditures in connection with the Equipment following adoption of this resolution but prior to the receipt of the Lease Purchase Proceeds for the Equipment. The Governing Body of the Lessee hereby declares the Lessee's official intent to use the Lease Purchase Proceeds to reimburse itself for such Equipment expenditures. This section of the resolution is adopted by the Governing Body of the Lessee for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of this resolution does not bind the Lessee to make any expenditure, incur any obligation, or proceed with the acquisition of the Equipment.

Section 9. The Lessee covenants that it will comply with all requirements of the Internal Revenue Code of 1986, as amended, (the "Code") necessary to ensure that the interest portion of rental payments due under the Equipment Leases will be excluded from gross income under Section 103(a) of the Code. [The Lessee reasonably expects it will not issue more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" that are not "qualified 501(c)(3) bonds") during the calendar year in which each of the Equipment Leases is issued and hereby designates each Equipment Lease as a qualified tax-exempt obligation for purposes of Section 265(b) of the Code.] The Authorized Representative is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest portion of the rental payments due on the Equipment Leases authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103(a) of the Code.

Section 10. This resolution shall take effect immediately upon its adoption and approval.

14. Dismissal of Auditor and Approval of RFP for Auditing Services for 2017-2018
BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the auditing firm of Cannone and Company, P.A. be terminated as the Auditors for the Mendham Township School District effective immediately, and further,

15. Request for Proposals - Audit Services, School Years 2017-2018 and 2018-2019
BE IT RESOLVED, upon the recommendation of the Superintendent of Schools that the Board proceed with an RFP for a new Auditing Firm for the 2017-2018 and 2018-2019 school years audit of the school district.

16. Approval of Proposal re: Locker Acquisition for MTMS (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approves the proposal of Hertz Furniture, 170 Williams Dr., Ramsey, New Jersey 07446, for purchase of lockers, including installation, in the amount of \$52,117.77

BE IT FURTHER RESOLVED this purchase was procured through ESCNJ (formerly MRESC) Contract 17/18-16

17. Increase 2018-19 General Fund Appropriations Due to Increase in State Aid
WHEREAS, N.J.S.A.18A:22-8.1 and N.J.A.C. 6A:23A-13.3(d) authorize district boards of education to appropriate unbudgeted or under-budgeted state aid for which budgetary approval was granted by the Commissioner in the written notification to the District Board of Education of the increase in state aid, and

WHEREAS, in a special Broadcast dated July 13, 2018, the Commissioner granted approval for any district with an increase in state aid to transfer and appropriate this unbudgeted/under-budgeted revenue for 2018-19, and

WHEREAS, the Mendham Township Board of Education wishes to increase its original 2018-19 budget certified for taxes through an appropriation of the increase in 2018-19 state aid of \$24,159, and

WHEREAS, the Mendham Township Board of Education has determined that it wishes to increase the following budget line item, 12-000-263-730-000, Undistributed Expenditures - Care and Upkeep of Grounds Equipment by the \$24,159 increase in state aid.

NOW THEREFORE BE IT RESOLVED by the Mendham Township Board of Education Board of Education that it hereby authorizes the District's School Business Administrator to record this increase in the 2018-19 budgeted appropriations in accordance with all applicable laws and regulations.

18. Change Order to MTMS Locker Room Project

Resolve to approve the following change orders regarding the Interior Renovations and Building Systems Improvements at to the Locker Rooms at Mendham Township Middle School. These change orders will be funded from the project allowance to cover additional work and will require an additional \$4,250.00 for the balance of the work included:

(1) Change Order 001

Contractor: Conover Plumbing and Heating, Mendham, NJ.

Amount: \$4,250.00 to cover additional plumbing work and unforeseen conditions pertaining to fire and sprinkler line.

19. Acceptance of Proposal for Professional Services Agreement - Nisivoccia, LLP

BE IT RESOLVED that the Mendham Township Board of Education accepts the proposal for professional services from Nisivoccia, LLC, dated July 24, 2018, in the amount of \$7,500.00.

Moved by Mr. Thayyar, seconded by Mr. Wood all Operations & Finance resolutions. Roll call vote: Mrs. Holquist, Mr. Wood, Mrs. Fraser, Mr. Gondek, Mr. Thayyar, Mr. Jendryka. All Ayes. Motion passes 6-0.

Personnel and Human Resources

1. Reappointment of Substitute Transportation Drivers 2018-2019 School Year

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following Substitute Transportation Drivers for the 2018-2019 school year at an hourly rate of \$22.86.

Kathy Buerger
Warren McCroy
Bob Uccardi
Dan Wood
John Ragusa
Dona Sutton
Roosevelt Marin

2. Staff Resignations

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Frank Pokryska, School Transportation Driver, dated July 9, 2018 and effective August 31, 2018.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Claire Nines, Instructional Aide, dated June 27, 2018 and effective June 30, 2018.

3. Extra Period Instruction

BE IT RESOLVED that the Mendham Township Middle School approves the following staff members to teach extra periods of instruction during the 2018-2019 school year at a prorated stipend based on \$8,500/year for an additional period five (5) times a week for a full year, and independent of placement on the salary guide.

Geometry Teacher / Alg 2 (5 period/wk)	James Haggerty	\$8,500
8 th Grade Language Arts (2 periods/wk)	Sara Cyr	\$3,400
7 th Grade Language Arts (2 periods/wk)	Christine Yawger	\$1,700
	Christine Varijian	\$1,700
6 th Grade Language Arts (2 periods/wk)	Carol Hueston	\$3,400
8 th Grade Algebra (1 period/wk)	Matthew Viggiano	\$1,700
8 th Grade Math (1 period/wk)	Matthew Viggiano	\$1,700
7 th Grade Math (1 period/wk)	Matthew Viggiano	\$1,700
6 th Grade Math (1 period a week)	Matthew Viggiano	\$1,700
Regions Band Workshop (2 periods/wk)	Russell Branch	\$3,400

4. Schedule B and C Stipends 2018-2019 – Middle School

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2018-2019 Middle School Co-Curricular and Interscholastic Stipend positions:

Homework Club	Francesca Hare Noel Lazoricsek Matthew Viggiano	Maria Doto Christine Varijian Megan Ryan
Minisink Director	Craig Clausen	
8th Grade Advisor (split)	Corinne Butler	Stacey Bray
Yearbook Advisors (2)	Geri Esposito	
School Publication Advisors for Middle School (2)	Donna CasaGrande Melanie Smith	
Student Council Advisors for Middle School (2)	Perry Hooker Devon DeGilio	
Chorus Director for Middle School	Ron Bergamotto	
Band Director for Middle School	Russell Branch	
String/Orchestra Director for District	Karen Schaberg	
Play Liason	Devon DiGilio	
*ATOMS Team (outside school competitions)	Michal Ferenc	
*Jump/Stunt/Tumble Club	Amanda Porter	
*Robotics Team (outside school competitions)	Donna CasaGrande	

Technology Integration Specialist (Split Stipend)	Michal Ferenc - \$3,800 Melanie Smith - \$629
Girls Field Hockey	Carol Hueston
Girls Field Hockey JV ½ stipend)	Gina Sodora
Girls Soccer	Perry Hooker
Boys Soccer	James Haggerty
Cross Country	Daniel DePugh
Boys Basketball	Daniel DePugh
Girls Basketball	Mike Surella
Girls Volleyball	Greg Racz
Boys Volleyball	Craig Clausen
Cheerleading	TBD
Boys Lacrosse	Lou Sodano
Girls Lacrosse	Carol Hueston
Baseball	TBD
Softball	Gina Sodora
Athletic Director	Daniel DePugh

5. Appointment of Treasurer of School Monies

BE IT RESOLVED, that the Mendham Township Board of Education approves the appointment of Elizabeth George as Treasurer of School Monies until the 2019 Reorganization meeting at a rate of \$5000.00 for the year.

6. Elementary School – Summer Hours 2017

BE IT RESOLVED that the Mendham Township Board of Education approves Michelle Hofmann, Elementary School Nurse, for summer hours not to exceed 30 hours at the rate of \$39.96 per hour.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Carolyn Johnson, Elementary School Guidance Counselor, for summer hours not to exceed 20 hours at the rate of \$39.96 per hour.

7. Extra Instructional Periods

BE IT RESOLVED that the Mendham Township Board of Education approves the following staff members to teach extra periods of instruction during the 2018-2019 school year at a prorated stipend based on \$8,500/year for an additional period five (5) times a week for a full year, and independent of placement on the salary guide.

Zero Period Multi-Sensory Reading Program	5 period/wk	Jennifer Vazquez	\$8,500
Zero Period Math Program of Instruction	4 period/wk	Dawn Cullinan	\$6,800

8. Teaching Staff, 2018-2019 School Year

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Elizabeth M. Hollman as a Middle School Teacher, for the 2018-2019 school year, at an annual salary of \$59,295 BA+45/MA , Step 10.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Kelly Bravo as a School Social Worker for the 2018-2019 school year at an annual salary of \$56,610.00, BA+45/MA, Step 2.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Laurel Reilly as a Part-Time Instructional Aide for the 2018-2019 school year at an hourly rate of \$17.77.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Janette Vega as a full time School Transportation Driver for the 2018-2019 school year.

9. Employee Action - Physical Examination

WHEREAS, the employee whose name has been provided to the Board members (hereinafter the “employee”), is employed by the Mendham Township Board of Education (hereinafter “Board”); and

WHEREAS, based upon information provided by the Administration, in the judgment of the Board the employee has exhibited evidence of a deviation from normal physical or mental health, which is adversely affecting the employee’s ability to perform essential job functions and creating inefficiencies in the school setting; and

WHEREAS, as a result of the foregoing, the Board desires to direct the employee to submit to a physical and psychiatric and/or psychological examination pursuant to N.J.S.A. 18A:16-2 and *N.J.A.C. 6A:32-6.3*;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that pursuant to N.J.S.A. 18A:16-2 and *N.J.A.C. 6A:32-6.3*, the employee identified above is hereby required and directed to submit to a physical examination by the School District’s designated physician and/or by such other specialist licensed physician or medical institution as may be deemed necessary or advisable, with the examinations to include such laboratory tests or imaging procedures as the physicians may require, and a written medical report detailing the results of such examinations is to be provided confidentially to the Board; and be it

FURTHER RESOLVED, upon the recommendation of the Superintendent of Schools, that pursuant to N.J.S.A. 18A:16-2 and *N.J.A.C. 6A:32-6.3*, the employee identified above is further required and directed to submit to a psychiatric examination by a physician licensed as a psychiatrist and/or a psychological examination by a licensed psychologist, as the Board may hereafter designate, and a written report detailing the result of such examination is to be provided confidentially to the Board within thirty (30) days of this date, July 24, 2018; and be it

FURTHER RESOLVED, that the Superintendent of Schools is hereby authorized and directed to prepare and provide the employee with appropriate statutory notice of the Board’s action, and the reasons therefore; and be it

FURTHER RESOLVED, that this employee has been placed on administrative leave with pay pending completion of these examinations and/or further Board action. While on such administrative leave, the employee is not allowed on school grounds or at school approved activities.

10. Merit Goals - Superintendent of Schools

WHEREAS, on or about September 26, 2017, the Mendham Township Board of Education (Hereinafter referred to as the “Board”) approved merit action plans for the Superintendent for the 2017-2018 school year consisting of 3 (three) quantitative merit criteria and two (2) qualitative merit criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A.C. 6A:23A-3.1(e)10-11 (hereinafter referred to as “Merit Bonus Goals”); and;

WHEREAS, on or about October 1, 2017, the Executive County Superintendent approved said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objectives set forth in the 2017-2018 approved Merit Goals;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the aforementioned merit bonus for the 2017-2018 school year. The Mendham Township Board of Education approves the release of payment, in accordance with NJAC 6A:23-3.1 to Dr. Salvatore M. Constantino, Superintendent of Schools, for achievement of 2017-2018 Merit Goals as approved by the Morris County Superintendent, NJ Department of Education.

11. Employee Resignation and Agreement - Peggy Goldenberg

BE IT RESOLVED upon the recommendation of the Board that the Agreement with Peggy Goldenberg be approved, and the irrevocable resignation of Peggy Goldenberg, effective Jan. 1, 2019 be accepted.

Moved by Mrs. Holquist, seconded by Mrs. Fraser, all Personnel & Human Resources resolutions. Roll call vote: Mr. Wood, Mrs. Fraser, Mr. Hondek, Mrs. Holquist, Mr. Thayyar, Mr. Jendryka. All Ayes. Motion passes 6-0.

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 & Regulation 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
Policy 2431	Athletic Competition (M) (Revised)

Regulation 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
Policy 2431.8	Varsity Letters for Interscholastic Extracurricular Activities (M) (New) <u>REMOVED</u>
Policy & Regulation 5350	Student Suicide Prevention (M) (Revised)
Policy 5533	Student Smoking (M) (Revised)
Policy 5535	Passive Breath Alcohol Sensor Device (Revised) <u>REMOVED</u>
Policy & Regulation 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
Policy 8462	Reporting Potentially Missing or Abused Children (M) (Revised) <u>REMOVED</u>
Policy 8561	Procurement Procedures for School Nutrition Programs (New) <u>REMOVED</u>
Policy 5111	Eligibility of Resident/Nonresident Pupils (M)
Regulation 2340	Field Trips
Policy 5601	School Clearance Following Crisis Situation <u>REMOVED</u>

Prior to action, the Board discussed the above each policy & regulation. The Board acted on the resolution AS AMENDED (notes in bold), moved by Mr. Thayyar, seconded by Mr. Wood. Roll call vote: Mrs. Fraser, Mr. Gondek, Mrs. Holquist, Mr. Wood, Mr. Thayyar, Mr. Jendryka. All Ayes. Motion passes 6-0.

IX. Discussion

The Board discussed applicants for vacating seats on the Board of Education.

X. Verbal Communications from the Public

There was none.

XI. 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 personnel 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. Wood, seconded by Mrs. Holquist, all in favor, the Board adjourned to Executive Session at 9:20 PM

XII. Reconvene Open Work Session Meeting

The Board reconvened at 9:25 PM

XIII. Adjournment

Moved by Mrs. Holquist, seconded by Mr. Gondek, all in favor, the Board Adjourned at 9:25 PM

Respectfully submitted,



Steve DiGeronimo
Interim Business Administrator