

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
 BROOKSIDE, NEW JERSEY  
 ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM  
 WORK SESSION MEETING MINUTES  
 TUESDAY, May 7, 2019, 7:30 PM**

**I. Call to Order**

The meeting was called to order at 7:30 pm.

**II. Flag Salute**

Mr. Jendryka led the flag salute.

**III. Roll Call of the Board of Education**

Mr. Brian Jendryka	President	Present
Mr. Aadithya Thayyar	Vice President	Present
Mr. Peter Dumovic		Present
Mrs. Heather Fraser		Present
Mr. Richard Gondek		Present
Mrs. Gretchen Holquist		Present
Mrs. Joan Mody		Present

Also present: Dr. Salvatore Constantino, Superintendent  
 Mrs. Donna Mosner, Business Administrator/Board Secretary  
 General Public – eight

**IV. Sunshine Law – Mr. Jendryka read the following statement -**

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. 2019-2020 Public Hearing Budget Presentation – Dr. Constantino**

**VI. Action Items:**

**Operations and Finance**

**1. ADOPTION OF THE FINAL BUDGET 2019-2020 BUDGET**

**A. 2019-2020 BUDGET AND PUBLIC HEARING**

**BE IT RESOLVED** that the Mendham Township Board of Education adopts the final budget for the 2019-2020 School Year:

	General Fund	Special Revenue	Debt Service	Total
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2019-2020 Total Expenditures	\$18,102,093	\$ 130,000	\$1,216,925	\$19,449,018
Less: Anticipated Revenues	\$ 2,602,549	\$ 130,000	\$ 0	\$ 2,732,549
Taxes to be Raised	\$15,499,544	\$ 0	\$1,216,925	\$16,716,469

**B. APPROVAL OF BANKED LEVY FOR THE 2019-2020 BUDGET**

**WHEREAS**, the Mendham Township Board of Education has a taxing authority composed of unused expiring banked levy from previous budgets of \$287,528 and adjustments for enrollment and health care of \$154,405 from the proposed 2019-2020 school year budget, totally \$441,933 to be used to increase the tax levy above and beyond the allowable 2% (\$295,247) for the 2019-2020 school year budget.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education, in the County of Morris, New Jersey, approves that unused taxing authority of \$37,917 from the 2017-2018 school year and \$175,641 from the 2018-2019 school year, totally \$213,558 be banked for potential use in the subsequent two fiscal years.

**C. ENROLLMENT ADJUSTMENT**

**BE IT RESOLVED** that the Mendham Township Board of Education includes in the 2019-2020 budget the adjustment for enrollment in the amount of \$47,128. The district intends to utilize this adjustment for the purpose of paying for supplies and materials necessary for the additional students.

**D. HEALTH CARE ADJUSTMENT**

**BE IT RESOLVED** that the Mendham Township Board of Education includes in the 2019-2020 budget the adjustment for increased costs of health benefits in the amount of \$107,277. These additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

**E. TRAVEL AND RELATED EXPENSE REIMBURSEMENT – 2019-2020**

**MAXIMUM TRAVEL ALLOWANCE FOR 2019-2020 BUDGET:**

**WHEREAS**, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish in the annual school budget a maximum dollar limit for such travel and expenditure reimbursement for the 2019-2020 school year, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

**NOW, THEREFORE, BE IT RESOLVED**, that the Mendham Township Board of Education approves establishing a maximum travel expenditure amount of \$25,000 for the 2019-2020 school year. The maximum travel expenditure amount for the 2018-2019 school year is \$19,000, of which, \$15,458 has been spent as of March 1, 2019 and \$2,752 is encumbered to date.

**F. PROFESSIONAL SERVICES 2019-2020 BUDGET**

**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 (2019-2020); and

**WHEREAS**, the tentative budget includes the following appropriations:

Legal \$10,000

Auditor	\$25,000
Architect	\$7,000
Physician	\$4,200

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

**2. RESOLUTION FOR DISTRICT TAX 2019-2020**

**BE IT RESOLVED** that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2019-2020 is \$15,499,544 plus \$725,000 Principal Debt Service Payment and \$491,925 Debt Service Interest Payments, totaling \$1,216,925 for Debt Service 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:

Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy	Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy
July 1, 2019	1,291,629.00		January 1, 2020	1,291,629.00	
August 1, 2019	1,291,629.00		February 1, 2020	1,291,629.00	
September 1, 2019	1,291,629.00	57,900.00	March 1, 2020	1,291,628.00	782,900.00
October 1, 2019	1,291,629.00		April 1, 2020	1,291,628.00	
November 1, 2019	1,291,629.00	359,750.00	May 1, 2020	1,291,628.00	16,375.00
December 1, 2019	1,291,629.00		June 1, 2020	1,291,628.00	
<b>Total 2019:</b>	<u>7,749,774.00</u>	<u>417,650.00</u>	<b>Total 2020:</b>	<u>7,749,770.00</u>	<u>799,275.00</u>
				<u>15,499,544.00</u>	<u>1,216,925.00</u>
			<b>Total FY19-20 Certified Levy:</b>	<u>\$ 16,716,469.00</u>	

**Mrs. Holquist moved to approve Action Items – Operations and Finance #1 and 2, seconded by Mr. Gondek and motion was CARRIED in a roll call vote: Mr. Gondek, Mrs. Holquist, Mrs. Mody, Mr. Thayyar, Mr. Dumovic, Mrs. Fraser, and Mr. Jendryka. All Ayes.**

## VII. Adjournment of public hearing and move into work session meeting

Moved by Mrs. Holquist, second by Mr. Thayyar to adjourn the public hearing and move to open the work session meeting. The motion was made at 9:10 pm.

## VIII. Superintendent's Report

### ➤ District Updates, News and Events

Congratulations to MTMS 8th grader Kendell Ungar, seen in the above picture accepting the Morris County Superintendent's Leadership Award on May 1 at the Hanover Marriot in a banquet with myself, Dr. Ciccone, and her family. We are very proud of Kendall's accomplishments in our community, in the classroom and on our athletic fields. We are honored to have her as our 2019 MTMS recipient. Earlier in the year, the 8th grade team nominated Kendall for the award!

The current Kindergarten enrollment for 19-20 is 68 students. We have gotten on average over the last 5 years, 5.6 students from May 1- September 1. There is significant concern here, staff, parents, and others, that we are already facing a need for a fourth classroom. I reviewed with the Personnel Committee a plan to make this happen. We will review the situation and plan carefully during executive session.

P 1642 – Earned Sick Leave Law (M) (New)

R 1642 – Earned Sick Leave Law (M) (New)

Both Policy and Regulation are on this month's agenda for 2nd reading, or final approval. Please review and if you have any questions, please let me or a member of the Policy Committee know.

I am pleased to report again that we have reached an agreement that allows the District to retain the teacher's aides as employees. The agreement will be approved formally by the Board on May 21. I have included the proposed sidebar agreement with my email this week. We are pleased at the results of all our work to get to where we are. The only adjustment to the agreement is that we placed a \$4000 cap on the waiver for health benefits. For our employees, from September-December the waiver would be 3200, from January-June it changes to 4700. This is due to the increased cost of the benefit. Rather than having it be a percentage of an ever-growing cost, we were able to agree to the \$4000 cap, which will benefit us this year and for years to come. If you have any specific questions about the proposal, please email or call and I would be happy to discuss it with you. The Personnel Committee reviewed the proposal and will discuss it at our meeting Tuesday as well. Personnel and Policy/Planning Committee Review of Annual Goal Data – Draft Documents Provided

- Suspension, Truancy, and Emergency/Fire Drill Reports (*Attachments*)
- Committee Review of Annual Goal Data - Draft Documents Provided

## **IX. Board Secretary's Report**

### ➤ FY 2018-2019 Special Education Extraordinary Aid

The extraordinary aid program provides additional aid to districts with classified students who have certain expenses over a set threshold, pursuant to N.J.S.A 18A:7F-55. The application for reimbursement is for costs incurred during the 2018-2019 school year. For students educated in public school programs, the threshold is \$40,000. In instructional and support services.

For students educated in private schools for students with disabilities, the threshold is \$55,000.

After a thorough review of the application, award notifications will be sent out after the application closes on May 31, 2019. Payment will be made during the Fiscal Year 2020. Please note: in the event that sufficient funding is not appropriated by the legislature, award amounts will be pro-rated.

Mendham Township School District has 16 students that qualify for consideration.

Historical information – FY2013-14 - 12 students qualified / received \$128,421

FY2014-15 - 13 students qualified / received \$129,975

FY2015-16 - 14 students qualified / received \$147,596

FY2016-17 - 10 students qualified / received \$124,462

FY2017-18 - 13 students qualified / received \$138,312

## **X. Board President's Report – would like to look into a feasibility study**

## **XI. Correspondence - None**

## **XII. Committee Reports**

### ➤ **Curriculum and Instruction**

### ➤ **Operations and Finance**

### ➤ **Personnel and Human Resources**

### ➤ **Policy and Planning**

## **XIII. CONSENT ITEMS**

### **Approval of Minutes**

Work Session Minutes: April 16, 2019

Regular Session Minutes: April 22, 2019

### **Approval of Executive Minutes**

Executive Session Minutes: April 16, 2019

Executive Session Minutes: April 22, 2019

**Curriculum and Instruction**

1. **Elementary School Field Trips - New** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trips for the 2018 - 2019 school year.

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
04/23/19	Grade 4	Waterloo Village Stanhope, NJ	\$0 District Bus	\$15.00	T. McNamara D. Barlow M. Vazquez L. Tiboni K. DeGise 8 Parents 1 Nurse
06/04/19	Grade 3	Articulation Concert at MTMS	\$0 District Bus	\$0	C. Rubinaccio C. Riina C. Rollo
06/04/19	Grade 4	“A Day in the Life of a 5th Grader”	\$0 District Bus	\$0	D. Barlow K. DeGise T. McNamara L. Tiboni M. Vazquez
06/11/19	Grade 4	Peer Leader Activity - Transition to Middle School	\$0 District Bus	\$0	D. Barlow K. DeGise T. McNamara L. Tiboni M. Vazquez
06/10/19	Grade 4	Mendham Racquet Club	\$0 District Bus - 1/Way	\$0	HSA/Parent Run Party

2. **Middle School Field Trips - Previously Approved Field Trip** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trips for the 2018 - 2019 school year which were approved by the board on August 28, 2019.

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
05/24/19	Various	Dorney Park	\$0	\$120.00	R. Branch

		Band Trip Allentown, PA			K. Schaberg M. Mahadeen D. DePugh A. Perrotta F. Hare J. Vazquez M. Smith G. Sodora E. Barter D. DeGilio E. Giarrusso M. Ferenc
06/03/19 06/04/19 06/05/19	Grade 5	Minisink Trip Fairview Lakes, NJ	\$9,000.00	\$200.00	<i>See chart below</i>
06/05/19 06/06/19 06/07/19	Grade 8	Washington DC/ Hershey Park	Chaperones	\$526.00	<i>See chart below</i>

**3. Payment of Additional Chaperones Hours for the Minisink Environmental Education Trip**

**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 and the payment of \$175.00 per night for Secondary Chaperones for the 5th Grade trip to Minisink June 3, 4, and 5, 2019. The Board approves reimbursement of the cost of fingerprinting for Criminal History Review for the Secondary Chaperones.

Minisink Trip Chaperones List:

**Male Chaperones**

Primary (BOE Employee)	Secondary (MTMS alumni)
1. Craig Clausen	1. Cameron Miller (returning chaperone)
2. Matt Viggiano	2. Sam Zena (returning chaperone)
3. Michal Ferenc	3. Dan Shea (returning chaperone)
4. Dan DePugh	4. Tommy Koide (returning chaperone)

5. Kevin O'Keefe	5. Joe Sylvester *** (pending paperwork)
6. Charles Gallo	6. Stephen Ryan *** (pending paperwork)
7. Greg Gormly	

Alternates:

**Female Chaperones**

Primary (BOE Employee)	Secondary (MTMS alumni)
1. Erica Hays	1. Lee Smith (returning chaperone)
2. Allie Perrotta	2. Renata Franzoni (returning chaperone)
3. Meg Ryan	3. Jordan Polo (returning chaperone)
	4. Emily Sutaria *** (pending paperwork)
Nurse: Erin Giarrusso	***Board to reimburse fingerprinting fee

Alternates: Gina Sodora

4. **Payment of Additional Chaperones Hours for the D.C./Hershey Park Trip**  
**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 below listed chaperones for the Grade 8 trip to Washington D.C./Hershey Park on June 5, 6, and 7, 2019.

Corinne Butler	Stacey Bray	Diane Emr
Sara Cyr	Melanie Smith	Devon DeGilio
Perry Hooker	Geri Esposito	James Haggerty
Mrs. Lonergan (Nurse)		

5. **Elementary School Fundraiser and Payment of Additional Chaperone Hours - Lemon Ball**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the Elementary School Tiger Leaders (advisors Briana Panetta and Carolyn Johnson) Lemon Ball fundraiser benefiting Alex's Lemonade Stand for the 2018 - 2019 school year, to be held on June 7, 2019, 6:00 pm - 8:00 pm for Grades 2 through 4 students.



**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Tracy Newton, Cara Rubinaccio, Dawn Cullinan and Erica Parke to serve as chaperones for the Lemon Ball held on June 7, 2019, at the contractual rate of \$100.00 each for events beginning after contractual hours.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Christine Rollo, to serve as a 1:1 Aide for the Lemon Ball held on June 7, 2019, at the contractual rate of \$100.00 for events beginning after contractual hours.

**Operations and Finance**

1. **April 2019 Certification Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education certify pursuant to N.J.S.A. 18A:19-4, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation, and

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary’s and Treasurer’s monthly financial reports for the month of April 2019 that no major accounts and fund balances in the 2018/2019 budget have been over expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. **Board Secretary’s Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the April 2019 Board Secretary’s Reports.

3. **Treasurer’s Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the April 2019 Treasurer’s Reports.

4. **April 2019 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the April 2019 transfer report.

5. **May 2019 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the May 2019 Bills List. This includes payroll checks N0037 and N0040.

Fund 10	\$
Fund 11	\$
Fund 12	\$
Fund 20	\$
Fund 60	\$
Fund 61	\$
Total:	\$

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
Library Art Show	04/30/19	S. Bizzarro	\$0 Substitute Coverage	\$0 Substitute Coverage
Nonviolent Crisis Intervention Training Program Jersey City, NJ	05/28/19 - 05/31/19	K. Bravo	\$3,424.00 + Mileage Reimbursement	\$3,424.00 + Mileage Reimbursement
Festival of the Art MTES	05/30/19	S. Bizzarro	\$0 Substitute Coverage	\$0 Substitute Coverage
Princeton University Art Museum	06/06/19 06/07/19	S. Bizzarro	\$0 Substitute Coverage	\$0 Substitute Coverage
NJASBO - Annual Convention Atlantic City, NJ	06/05/19 - 06/07/19	D. Mosner	\$275.00 + Mileage Reimbursement	\$275.00 + Mileage Reimbursement

7. **Submission of NJSIG Safety Grant Application – 2019-2020**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves the submission of the grant application for the 2019-2020 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, to include improvements in building and classroom security, in the amount of \$3,900 for the period of July 1, 2019 through June 30, 2020.

8. **2018 - 2019 Transportation Services - Dover Board of Education**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Dover Board of Education to supply transportation services on an as-needed basis.

9. **Transportation Agreement - 2019 - 2020 School Year** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following joint transportation agreement between the Mendham Township Board of Education and the West Morris Mendham High School for the 2019 - 2020 school year.

Joiner District to and From total Route Cost: \$447,979.00						
Start Date	End Date	MTSD Route#	Destination	Contracted Vehicle	# of Joiner Students	Joiner Cost
8/2019	6/2020	M12	WEST MORRIS	H379S1	54	\$46,904.00
8/2019	6/2020	M05		D672S1	54	\$36,489.00
8/2019	6/2020	M01		E769S1	54	\$35,528.00
8/2019	6/2020	M03		P365S1	54	\$44,684.00

8/2019	6/2020	M15	MENDHAM HIGH SCHOOL	S1R313	54	\$35,286.00
8/2019	6/2020	M04		D164S1	54	\$45,143.00
8/2019	6/2020	M08		S1X892	54	\$45,034.00
8/2019	6/2020	M09		S1R314	54	\$44,575.00
8/2019	6/2020	M11A		S1X890	54	\$25,459.00
8/2019	6/2020	M11P2		S1X890	54	\$18,115.00
8/2019	6/2020	M11P		S1V971	54	\$34,696.00
8/2019	6/2020	M17		P366S1	54	\$36,066.00

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the following joint transportation agreement between the Mendham Township Board of Education and the Chester School District for the 2019 - 2020 school year.

Joiner District to and From total Route Cost: \$551,119.59						
Start Date	End Date	MTSD Route#	Destination	Contracted Vehicle	# of Joiner Students	Joiner Cost
08/2019	06/2020	BD12A/P	Bragg/ Dickerson Schools	S1X890	41	\$43,700.20
08/2019	06/2020	BD13A/P	Bragg/ Dickerson Schools	H379S1	31	\$40,086.52
08/2019	06/2020	BD15A/P	Bragg/ Dickerson Schools	D672S1	29	\$33,380.45
08/2019	06/2020	BD05A/P	Bragg/ Dickerson Schools	D671S1	51	\$41,930.93
08/2019	06/2020	BD09A/P	Bragg/ Dickerson Schools	S1P154	34	\$42,305.33
08/2019	06/2020	BD11A/P	Bragg/ Dickerson Schools	S1U533	45	\$42,679.73
08/2019	06/2020	BD10A/P	Bragg/ Dickerson Schools	M156S1	38	\$42,728.60
08/2019	06/2020	BD06A/P	Bragg/ Dickerson Schools	P366S1	49	\$44,234.52
08/2019	06/2020	BR07A/P	Black River Middle School	M156S1	38	\$42,352.12
08/2019	06/2020	BR06A/P	Black River Middle School	P366S1	39	\$47,434.60
08/2019	06/2020	BR04A/P	Black River Middle School	S1P154	42	\$44,551.73
08/2019	06/2020	BR09A/P	Black River Middle School	D671S1	26	\$43,803.93
08/2019	06/2020	BR11A/P	Black River Middle School	S1U533	42	\$41,930.93

10. **Approval of Fixed Assets Service Provider Agreement: Duff & Phelps - 2018-2019**  
(Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the agreement with Duff & Phelps as the fixed assets service provider for the 2018 - 2019 school year at a cost of \$6,550.00.

**Personnel and Human Resources**

1. **Staff Retirement - Donald Vogel** (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts with regret the letter of retirement from Donald Vogel, School Transportation Driver, dated April 24, 2019, and effective June 30, 2019.

2. **Staff Retirement - Ronald Bergamotto**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts with regret the letter of retirement from Ronald Bergamotto, Middle School Chorus Director, dated May 1, 2019, and effective June 30, 2019.

3. **Staff Resignation - Michelle Hofmann** (*Attachment*)  
BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Michelle Hofmann, Elementary School Nurse, dated April 23, 2019, and effective May 17, 2019.
  
4. **Leave of Absence-Francesa Hare**  
BE IT RESOLVED that the Board hereby approves Francesa Hare, Middle School Teacher, for a medical leave of absence, having received doctor's certification, commencing on April 22, 2019, under the Federal Family Medical Leave Act (FMLA), while utilizing twenty-eight (28) sick days, ending after six (6) weeks on May 30, 2019, pending doctor's approval;  
  
BE IT FURTHER RESOLVED that the Board hereby approves Francesa Hare with an anticipated return to work date of May 31, 2019.
  
5. **Leave of Absence-Matthew Smoot**  
BE IT RESOLVED that the Board hereby approves Matthew Smoot, Middle School Teacher, for an unpaid leave of absence, having received doctor's certification, commencing on April 11, 2019, under the Federal Family Medical Leave Act (FMLA), ending after four (4) weeks on May 10, 2019;  
  
BE IT FURTHER RESOLVED that the Board hereby approves Matthew Smoot with a return to work date of May 13, 2019.
  
6. **Leave of Absence-Steven Molnar (REVISED)**  
BE IT RESOLVED that the Board hereby approves Steven Molnar, School Bus Driver, for a leave of absence, having received doctor's certification, commencing May 13, 2019 under the Federal Family Medical Leave Act (FMLA), ending after four (4) weeks on June 10, 2019, while utilizing eighteen (18) sick days.  
  
BE IT FURTHER RESOLVED that the Board hereby approves Steven Molnar with an anticipated return to work date of August 22, 2019.
  
7. **Payment of Chaperones - Science Expo**  
BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following two (2) chaperones at the contractual rate of \$100.00 each for events that start after contractual hours for the Co-Curricular Activity, Science Expo.  

Darlyne Pieper	Dawn Cullinan
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8. **Payment of Additional Chaperones - Lip Sync**  
BE IT RESOLVED that the Mendham Township Board of Education approves payment to the following two (2) chaperones at the contractual rate of \$100.00 each for the events that start after contractual hours for the Co-Curricular Activity, Lip Sync.  

Megan Ryan	Cindy Blood
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9. **Middle School Schedule C Stipend Position 2018 - 2019**  
BE IT RESOLVED that the Mendham Township Board of Education approves the following 2018-2019 Interscholastic Stipend Position.

Activity	2018 - 2019 Salary	Staff Member
Boys Baseball	\$4,660.00	Craig Clausen

10. **Middle School Chaperones: Grade 7 Leadership Trip**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following chaperones at the rate of \$250.00 per night for the Friday, April 26 - Sunday, April 28, 2018 Grade 7 Leadership Trip, originally approved by the Board of Education on August 28, 2018.

Matthew Viggiano    Perry Hooker    Gina Sodora    Jennifer Vazquez

11. **Substitute Nurse**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending paperwork, of the following substitute nurse for the 2018 - 2019 school year at a per diem rate of \$160.00.    Katelyn Safko

**Policy and Planning**

1. **Second Reading** (*Attachments*)

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

- P 1642 - Earned Sick Leave Law (M) (New)
- R 1642 - Earned Sick Leave Law (M) (New)

**XIV. ACTION ITEMS**

1. **Leave of Absence-Sarah Bizzarro**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the request of Sarah Bizzarro, Elementary School Teacher, for a leave of absence under the Federal Family & Medical Leave Act (FMLA) and the New Jersey Family Leave Act from May 1, 2019 through May 17, 2019, while utilizing 4 personal days and 2 sick days; remaining days to be unpaid.

**BE IT FURTHER RESOLVED** that the Board approves Sarah Bizzarro with an anticipated return to work date of May 20, 2019.

2. **Leave of Absence-Albert Ascolese**

**BE IT RESOLVED** that the Board hereby approves Albert Ascolese, School Bus Driver, for a leave of absence, having received doctor's certification, commencing April 30, 2019 utilizing 3.5 sick days; remaining days to be unpaid.

**BE IT FURTHER RESOLVED** that the Board hereby approves Albert Ascolese to return to work at a later date, pending physician's approval.

3. **BCBA Services**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler to provide BCBA/Observation/Report for 1 student (ID 13426171) for 5 hours @ \$80.00 per hour totaling \$400.00 effective immediately.

**Mrs. Holquist moved to approve Action Items 1 to 3, seconded by Mr. Thayyar and motion was CARRIED in a roll call vote: Mr. Gondek; yes, Mrs. Holquist; yes, Mrs. Mody; yes, Mr. Thayyar; yes, Mr. Dumovic; yes, Mrs. Fraser; yes, and Mr. Jendryka; yes - All Ayes.**

**XV. Discussion – None**

**XVI. Verbal Communications from the Public – None**

**XVII. 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 personnel matters. 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 Mrs. Fraser, second by Mr. Thayyar to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 10:00 pm.**

**XVIII. Reconvene to Work Session Meeting**

The Board reconvened the Work Session at 10:20 pm.

**XIX. Adjournment**

Moved by Mr. Gondek, second by Mrs. Fraser to adjourn the meeting. The meeting was adjourned at 10:45 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/  
Board Secretary