

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL STAFF DEVELOPMENT ROOM  
REGULAR SESSION MEETING MINUTES  
WEDNESDAY, FEBRUARY 26, 2020, 7:30 PM**

**I. Call to Order**

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

**II. Flag Salute - Mrs. Holquist led the flag salute.**

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

Mrs. Gretchen Holquist	President	Present
Mr. Aadithya Thayyar	Vice President	Present
Mr. Andrew Christmann		Present
Mr. Peter Dumovic		Present
Mrs. Heather Fraser		Present
Mr. Richard Gondek		Present
Mrs. Joan Mody		Absent

Also present: Dr. Salvatore Constantino, Superintendent  
Mrs. Donna Mosner, School Business Administrator  
General Public – twelve people

**IV. Sunshine Law**

The New Jersey Open Public Meetings Law was enacted to ensure 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, Mendham Township Board of Education has caused notice of this meeting to be published by having the 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**

➤ District Updates, News and Events

Please join in congratulating Sienna Shieh, a 4th-grade student in Ms. Lisa Lombardo's Owl Class, who tied for second place in the District Spelling Bee of the New Jersey Federation of Women's Clubs on February 8th. Sienna will continue to the 2020 State Spelling Bee which will be held at New Jersey State Federation of Women's Clubs (NJSFWC) Headquarters on Saturday, March 7, 2020.

<https://njsfwc.org/projects/spelling-bee/>

We are continuing to offer Kindergarten and Pre-K registrations, trying to stay in contact with those that have expressed interest. KDBG enrollment 67 students.

Mayor Niebart, Deputy Mayor Monahan, Officers Gibson & Ripoll, Sgt. Taquito & Chief Johnson had the privilege of being invited to 2nd Grade Social Studies Classes to discuss Police Services, Local Government and how it serves our community.

On Friday, February 21, 2020 students from the 4th grade celebrated MTES Colonial Crafts Day. Students, their Moms, and Dads, teachers and Aides, all joined in making this a hands-on, fun, learning experience. Dressed in period costumes, the students took turns at cooking in the kitchen, making pottery, punching tin, designing and making jewelry, and participating in other activities that were popular during the colonial period.

Tickets to Annie are on sale right now.

Tri-Annual Report – PJ and Julie on the SEL and School Rankings, RK on SPED programming, SC and DM on the budget presentation.

Welcome to MTMS Boys Basketball – MC Champions

**Proclamation:**

**2019 - 2020 Morris County Boys Basketball Champions**

*WHEREAS, The Mendham Township Middle School Boys Basketball Team has learned valuable lessons on the court that do and will contribute to who they are as students and athletes; and*

*WHEREAS, The Mendham Township Middle School Boys Basketball Team has had a tremendous winning season during the 2019-2020 school year; and*

*WHEREAS, The Mendham Township Middle School Boys Basketball Team has won the Morris County Middle School Championship title; and*

*WHEREAS, The Mendham Township Middle School Boys Basketball Team's team spirit serves as a role model to their classmates and community;*

*NOW WHEREAS, I, Gretchen Holquist, President of the Mendham Township Board of Education do hereby congratulate you on behalf of the entire Board of Education, the Administration, and Staff and extend their heartfelt congratulations and recognition.*

**VI. Board Secretary's Report**

● **Finance:**

➤ 2020-2021 Budget

The initial release of the 2020-2021 Budget Software Application is now accessible to authorized school district personnel through the New Jersey Department of Education's (NJDOE). In accordance with N.J.S.A. 18A:7F-5, state aid numbers will be provided to school

districts within two days after the Governor's budget message (February 25, 2020) and represent the anticipated amount of aid payable to the district – end of business on February 27, 2020. All tentative budgets must be adopted and filed with the Executive County Superintendent no later than March 20, 2020.

- Filing of 2019 Personal/Relative and Financial Disclosure Statements  
This is just a thank you to all board members' for doing this in such a timely fashion this year.
- Mandatory Training Session has now become available online – everyone should have received an email this week for the session they are required to complete. Please keep an eye out for that. Thank you!
- 2020-2021 Budget Calendar & Important Dates
  - February 27, 2020 – state aid figures released
  - March 17, 2020 – Board Meeting to approve a tentative budget
  - April 23, 2020 – Advertise for Public Hearing
  - May 5, 2020 – Public Hearing

**VII. Board President's Report** – Discussed with the BOE to move forward with the advertising for tuition students for the next school year as a source of revenue. Cost is \$6,000.

Attended the Blue Ribbon celebration for the MTES it was wonderful and extremely appreciated by staff.

**VIII. Correspondence – N/A**

**Motion for a brief recess by Mr. Christmann, seconded by Mr. Gondek, all members in favor at 9:20 pm.**

**Motion to return to the regular session by Mr. Christmann, seconded by Mr. Gondek, all members in favor at 9:25 pm.**

**IX. Committee Reports**

- Curriculum and Instruction – Dr. Constantino delivered the report
- Operations and Finance – Mr. Christmann delivered the report
- Personnel and Human Resources - Mr. Gondek delivered the report

**X. Consent Items**

**Approval of Minutes**

Reorganizational Meeting Minutes: January 7, 2020

Regular Session Minutes: January 28, 2020

**Approval of Executive Minutes:** January 28, 2020

**Curriculum and Instruction**

1. **Elementary School Field Trips - Confirmation of Field Trips** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trips for the 2019 - 2020 school year, previously approved by the Board on July 16, 2019.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
03/24/20	4th Grade Strings	Rehearsing for concert Mendham H.S.	\$0	\$0	Karen Schaberg Russell Branch
04/08/20	2nd Grade	Franklin Mineral Museum Franklin, NJ	\$0	\$15.00	Darlyne Pieper Theresa Milow Kevin O’Keefe Meredith Vazquez Christine Rollo Deb Hall *Renee Beitin ( <i>sub nurse</i> )
04/09/20	1st Grade	Rizzo’s Wildlife World Flanders, NJ	\$0	\$19.00	Tiffany Reed Eugenia Mastrogiannakos Brianna Boland Laura Porrovecchio 2 parent chaperones per class *Renee Beiten ( <i>sub nurse</i> )
04/20/20	Kindergarten	Click, Clack, Moo Mayo Performing Arts Center Morristown, NJ	\$0	\$17.26	Amy Williamson Kelly Merlino Beth Smith Daragh Gallagher- Carpenter Cindy Nicol Stephanie Sawicki Cheryl Riccardello Plus 2 parent chaperones per class
05/19/20	2nd Grade	Morris Museum Morristown, NJ	\$0	\$13.00	Kevin O’Keefe Theresa Milow

					Darlyne Pieper Christine Rollo Deb Hall Meredith Vazquez 12 parent chaperones *Carole Hudson (sub nurse)
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2. **New - Elementary School Field Trip** (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2019 - 2020 school year.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
04/27/20	Preschool	Frelinghuysen Arboretum Morristown, NJ	\$0	\$9.25	Ann Quidore Jeanne Brown Joy Lia Cindy O'Connor Sara Bresky Alison Kentos Susan Oths Carol Jean Floegel Erika Unger Somaya Wali Debbie Gammo Plus 1 Aide

3. **New - Middle School Field Trip** (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2019 - 2020 school year.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
02/26/20	7th & 8th Grades	Southeast Morris County Municipal Utility Authority Cedar Knolls, NJ	\$0	\$0	Melanie Smith

4. **Middle School Field Trip - Confirmation of Trip** (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2019 - 2020 school year, previously approved by the Board on July 16, 2019.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
03/24/20	Orchestra Students	WMMHS, Mendham, NJ	\$0	\$0	Karen Schaberg Parents TBD

5. **BCBA Services**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler to provide BCBA/Observation/Report for 1 student (ID 14532703) for 5 hours @ \$80.00 per hour totaling \$400.00.

6. **Harassment, Intimidation and Bullying Semi-Annual Report** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the Harassment, Intimidation and Bullying Semi-Annual Report, for Period 1 (July 1, 2019, to December 31, 2019), to the New Jersey Department of Education.

7. **Tuition Contract with Inclusive Learning Academy/Pearl R. Miller School**

**BE IT RESOLVED** that the Mendham Township Board of Education approves a Tuition Contract with Inclusive Learning Academy/Pearl R. Miller School for the remainder of the 2019-2020 school year commencing February 19, 2020, for one student (ID 10307) at a cost of \$361.11 per diem for 81 days totaling \$29,249.91.

8. **BCBA Services**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler to provide Observation/Functional Behavior Assessment/Report for 1 student (ID#10307) not to exceed 8 hours @ \$80.00 per hour.

9. **Contract with Anne Hunkler**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler for contracted Behavioral Consultation within the school from 02/24/2020 – 06/11/20 for one (1) student (13506812) for 1.5 hours per week as per the IEP for a total of 22.5 hours @ \$80.00/hr. not to exceed a total of \$1,800.00.

**Operations and Finance**

1. **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 January 2020 that no major accounts and fund balances in the 2019/2020 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 January 2020 Board Secretary's Reports.

3. **Treasurer's Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the January 2020 Treasurer's Reports.

4. **January 2020 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the January 2020 transfer report.

5. **January 2020 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final January 2020 Bills List. This includes payroll checks N0136 through N0004, N0149 through N0156.

Fund 10	\$ 48,055.69
Fund 11	\$1,559,727.87
Fund 20	\$ 12,177.66
Fund 60	\$ 37,875.98
Fund 80	\$ 8,052.00
Fund 95	\$ 900.00
Total:	<u>\$1,666,789.20</u>

6. **Use of District Facilities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2019 - 2020 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
HSA	<u>ES</u> Gym	Fridays 04/17/20, 04/24/20 05/01/20, 05/08/20 05/15/20, 05/22/20	3:45pm-4:45pm	Jane Leonard
Mendham Patriots Basketball	<u>MS</u> Gym	Monday - Friday 06/29/20-07/03/20	8:00am-3:00pm	David Wisotsky
GRIT 360 Basketball	<u>MS</u> Gym	Saturday 05/16/20	9:00am-2:00pm	Kerry Foderingham
MCAW Spring Program	<u>ES</u> Gym Classrooms	Monday - Friday 04/06/20-06/11/20	7:55am-8:40am 3:45pm-4:45pm	Jane Shatz

MCAW Summer Program	<u>ES</u> Gym Classrooms	Monday - Friday 06/15/20-04/31/20	9:00am-3:00pm	Jane Shatz
Mendham Men's Softball	<u>MS</u> Fields	Fridays 05/08/20, 06/19/20	5:00pm-8:00pm	Matt Lombardi
		Saturdays 04/11/20, 05/09/20 06/20/20, 06/27/20	5:00pm-8:00pm	
		Sundays 04/05/20, 04/19/20 04/26/20, 05/03/20 05/17/20, 05/31/20 06/07/20, 06/14/20 *06/28/20	9:00am-1:00pm     *9:00am-5:00pm	

\* Subject to change due to conflicts with Mendham Township School events.

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 \$0.35 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
IT Roundtable Mendham, NJ	02/24/20	Peter Ricci	\$0	\$0
Stop the Bleed for NJ Schools Branchville, NJ	02/24/20	Erin Giarrusso Kately Safko	Substitute Coverage + Mileage Reimbursement	Substitute Coverage + Mileage Reimbursement
Garden State Children's Book Award Committee Old Bridge, NJ	03/06/20	Tracy Newton	\$0	\$0
ERIC West Mtg. Bernardsville, NJ	03/06/20	Donna Mosner	\$0	\$0
Risk Management Perona Farms, NJ	03/13/20	Donna Mosner	\$0	\$0
Spring Concert	03/13/20	Alice Allen	Substitute	Substitute



In District	03/16/20		Coverage	Coverage
Create a Safe and Smooth Ride Rockaway, NJ	03/14/20	James Castiglione Deborah Templin	\$20.00 Each + Mileage Reimbursement	\$20.00 Each + Mileage Reimbursement
4th Grade Musical In District	04/16/20	Alice Allen	Substitute Coverage	Substitute Coverage
Social, Emotional & Character Development Courses Morristown, NJ	04/20/20 04/21/20	Dr. Constantino Julianne Kotcho	\$398.00 Each	\$398.00 Each
NJASBO Audit Review Program Rockaway, NJ	04/28/20	Donna Mosner	\$100.00 + Mileage Reimbursement	\$100.00 + Mileage Reimbursement
PACNJ Asthma Friendly School Award Washington, NJ	05/22/20	Katelyn Safko	Mileage Reimbursement	Mileage Reimbursement
NJASBO 2020 Conference Atlantic City, NJ	06/02/20 06/03/20 06/04/20 06/05/20	Donna Mosner	\$275.00 + Mileage/Meals Reimbursement	\$275.00 + Mileage/Meals Reimbursement

8. **Grade 4 Zero Period Blue Band - Transportation**

**BE IT RESOLVED** that the Mendham Township Board of Education approves transportation from Mendham Township Middle School to Mendham Township Elementary School for Zero Period, Grade 4 Blue Band students, effective 02/21/20 for the remainder of the 2019 - 2020 school year.

9. **Waiver of Special Education Medicaid Initiative (SEMI) Program–2020-2021**

**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 2020-2021 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 2020-2021 budget year, and

**WHEREAS**, the waiver request is based on the 2019-2020 Revenue report received from the NJ DOE, the free and reduced lunch count for special education students and the 2019-2020 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 2020-2021 school year.

### **Personnel and Human Resources**

1. **Approval of Additional Chaperone - A.T.O.M.S**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Alexandria Perrotta as a chaperone for A.T.O.M.S. meets, 01/16/20, 01/23/20, 01/30/20, at the contractual rate of \$100.00 for events beginning after contractual hours.

2. **Approval of Additional Chaperones - Basketball Tournament**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following chaperones for the Middle School's Mendham March Madness Basketball Tournament, February 7, 2020, at the contractual rate of \$100.00 for events beginning after contractual hours.

Erin Giarrusso, Daniel DePugh, Alexandria Perrotta, Fernando Rivera

3. **Revised Leave Replacement Substitute Teacher - Linda Scherba**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Linda Scherba, Leave Replacement World Language Teacher, for the remainder of the 2019 - 2020 school year.

4. **Leave of Absence - Michele Casse Ippolito**

**BE IT RESOLVED** that the Board hereby approves Michele Casse Ippolito, School Psychologist, for a leave of absence, having received doctor's certification, commencing January 16, 2020, under the Federal Family Medical Leave Act (FMLA), ending after two (2) weeks on January 31, 2020, while utilizing eleven (11) sick days.

**BE IT FURTHER RESOLVED** that the Board hereby approves Michele Casse Ippolito with a return to work date of February 3, 2020.

5. **Leave of Absence - Noel Lazoricsek**

**BE IT RESOLVED** that the Board hereby approves Noel Lazoricsek, Middle School Teacher, for a leave of absence, having received doctor's certification, commencing January 24, 2020, under the Federal Family Medical Leave Act (FMLA), ending after five (5) weeks on February 28, 2020, while utilizing sixteen (16) sick days.

**BE IT FURTHER RESOLVED** that the Board hereby approves Noel Lazoricsek with an anticipated return to work date of March 2, 2020.

6. **New Hire Transportation Bus Aide - Beth Smith**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Beth Smith, Transportation Bus Aide, at an hourly rate of \$23.70 per hour, effective February 27, 2020, for the 2019 - 2020 school year.
  
7. **Substitute Transportation Bus Aides**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Daragh Gallagher Carpenter and Carolyn Allen, Substitute Transportation Bus Aides, at an hourly rate of \$20.00 for the 2019 - 2020 school year.
  
8. **Resignation Transportation Bus Aide - Daragh Gallagher Carpenter**  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation from Daragh Gallagher Carpenter, Transportation Bus Aide, effective February 26, 2020.
  
9. **Resignation Custodian - Geoffrey Sookhoo** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Geoffrey Sookhoo, Custodian, dated February 7, 2020, effective February 13, 2020.
  
10. **Substitute Coverage for Pre-K Before and After Care**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Brianna Boland, substitute for the Pre-K Before and After Care Program, on an as-needed basis, at an hourly rate of \$18.15 per hour, for the 2019 - 2020 school year.

**Mr. Christmann moved to approve the Committee Reports and the Consent Items for February 26, 2020; Approval of Regular Minutes, Curriculum & Instruction items 1 – 9, Operations & Finance items 1 – 9, Personnel & Human Resources items 1 – 10, Policy and Planning item 0, seconded by Mrs. Fraser and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dumovic; yes, Mrs. Fraser; yes, Mr. Gondek; yes, Mr. Thayyar; yes; and Mrs. Holquist; yes. All yes – Motion carries.**

**X. Discussion**

**Mr. Dumovic inquired as to whether or not the district was aware of the fuel tank issue with the town. Dr. Constantino responded that we are aware and discussion has already taken place with the town. Mr. Dumovic also commented that it is imperative to keep the website updated since it is our best way to communicate with the public. Please make certain it is up to date.**

**XI. Verbal Communications from the Public – N/A**

**XII. Adjourn to Closed EXECUTIVE SESSION**

**WHEREAS**, Chapter 231 P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive session under certain limited circumstances, and

**WHEREAS**, said the law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Mendham Township that it does hereby determine that it is necessary to meet in executive session at this time to discuss a student matter. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Moved by Mr. Christmann, seconded by Mrs. Fraser to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 9:31 pm.

**XII. Reconvene Open Work Session Meeting** - The Board reconvened the Regular Session at 9:43 pm.

**XIV. Action Items**

**Curriculum and Instruction**

**1. Harassment/Intimidation/Bullying Reports**

**WHEREAS**, the Mendham Township Board of Education has received the Superintendent's report of the 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 of Education carries to accept the Superintendent's recommendations for Incident #MTMS 35

**Mr. Christmann moved to approve the Action Item, Curriculum and Instruction 1, seconded by Mr. Gondek and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dumovic; yes, Mr. Gondek; yes, Mrs. Fraser; yes, Mr. Thayyar; yes; and Mrs. Holquist; yes. All yes – Motion carries.**

**XV. Adjournment**

Moved by Mrs. Holquist, second by Mr. Thayyar to adjourn the meeting. The meeting was adjourned at 9:45 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary