

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL GYMNASIUM  
(MEETING IS BEING HELD VIRTUALLY,  
NO IN-PERSON ATTENDANCE WILL BE ALLOWED)  
WORK SESSION MEETING MINUTES  
TUESDAY, APRIL 20, 2021, 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. Andrew Christmann	Vice President	Present
Mr. Peter Dumovic		Present
Dr. Rekha Mandel		Present
Mrs. Joan Mody		Present
Mr. Aadithya Thayyar		Present
Mr. Robert Wowk		Present

Also present: Dr. Salvatore Constantino, Superintendent  
Mrs. Donna Mosner, School Business Administrator  
General Public – 14 approximately

**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
  - 100% Day and School Progress
  
  - School Budget Update – MTSD – 2021-2022 Budget – April 20, 2021

**Budget Goals and Priorities**

- To improve instructional programs and “educational opportunities” for all students.
- Maintain small class sizes and outstanding learning environments for all students.
- Continue student support services and expand SEL programming.

- Build a culture committed to equity and opportunity for all students.
- To present taxpayers with a fiscally sound and responsible budget.

**Budget Priorities:**

Health and well-being, safety and security, continuity of programs, instructional technology, operations and facilities management, re-engagement of pre-covid programming, curriculum audit, and updates.

**Priorities Funded in 20-21, Continuing into 21-22**

District Goal #1: The MTSD will monitor closely the implementation of the Restart and Recovery Plan to Open Schools by engaging Board Committees and Administration in specific actions to support and review successes and needs throughout the school year.

District Goal #2: The MTSD is committed to equity and excellence in every facet of the District’s operations. The Administrative Team will work throughout the year, in collaboration with faculty and staff, to review the policies, practices, and structures in our school system to ensure equity-based on race, gender, and ethnicity. District review in 2020-2021 will include the following areas:

- Staff and Leadership Training Programs
- Hiring and Recruiting Practices
- Culturally Responsive Curriculum, Instruction, and Assessment Practices

District Goal #3: Safeguarding the health and safety of students and staff, and supporting the social/emotional health and well-being of students and staff regardless of the mode of educational delivery.

**BUDGET HIGHLIGHTS**

Tax Levy 2020-2021	\$ 16,632,084
Tax Levy Change	\$ 332,642 (2.00% CAP increase)
Tax Levy 2021-2022	\$ 16,964,726
State Aid 2020-2021	\$ 736,826
State Aid Change	\$ 115,645 (15.70% Increase due to enrollment)
State Aid 2021-2022	\$ 852,474
Total Operating Budget 2020-2021	\$ 19,721,962
Total Budget Change	\$ 76,218 (68,538 + 7,680 PY Enc)
Total Operating Budget 2021-2022	\$ 19,790,500
Total Debt Repayment 2020-2021	\$ 1,171,175
Total Debt Repayment Change	\$ -60,375 (5.16% decrease)
Total Debt Repayment 2021-2022	\$ 1,110,800
Total Overall Budget 2020-2021	\$ 21,023,137
Total Overall Budget Change	\$ 16,863 (0.08% increase)
Total Overall Budget 2021-2022	\$ 21,040,000

**Tax Impact - 21/22 Budget - Current Budget, 2% Increase**

Tax Impact	Annual Estimated Tax Increase
100,000	\$ 40.79
200,000	\$ 81.58
300,000	\$122.37
400,000	\$163.16
500,000	\$203.95
600,000	\$244.74
700,000	\$285.53
800,000	\$326.32

Note: Ratable (Net Assessed Valuation) Decrease of \$91,000,000  
Tax Levy Shared Across Lower Valuation - Resulting in a Higher Effective School Tax Increase

**Budget Highlights**

The 2021-2022 Mendham Township School Budget Includes:

- Programs maintained and re-established
- 2% Tax Levy
- Shared Services
- Increase in Staffing
- Special Education Programming
- Completion of One-to-One Initiative
- Expansion of Remote Programming and Supports

**Future Budget Discussions**

Tuesday, April 27 (7:30 PM - Board of Education Regular Monthly Meeting)  
Tuesday, May 4 (7:30 PM - Board of Education Meeting - Public Hearing)  
Monday, May 10 (7:30 PM - Mendham Township Committee Presentation)

B. Wowk – budget highlights and the summary when you look at this there is a bridge there and why do you need an increase of \$300,000 or more in the levy. Need to provide a summary and recommendation of the transportation – thank you for the slides, it was a great summary.

Dr. Constantino – I will be taking more time to show the increases in costs, an important piece for everyone to understand, on the bus issue, anxious to make sure that issue is investigated thoroughly with that program moving forward. We have discussed it with them to have them review it and inform us on how maybe we can be better with that.

P. Dumovic – I made this point in March and I think it also needs to be accurate and consistent with what we discussed during last year’s budget. Last year, after we approved a 5.16 per cent increase in the total tax levy to be raised locally (General Fund + Debt Service Fund), we said we expected to hold the local tax levy in subsequent years to a 2 per cent increase. I think we have done well holding down the increase this year; it’s a 2 per cent increase on the General Fund, and a total increase of 2.8 per cent (General Fund + Debt Service Fund). I think it’s terrific that Sal is giving a 2021-2022 budget presentation at this time and we are able to have a full board discussion. Last year, I recall Sal giving budget presentations at board meetings in January, February and March. I

think all budget presentations are helpful and important especially for the public. Not sure if you plan to do any further presentations between now and May 4th.

Dr. Constantino – I have spoken with the HAS maybe two weeks ago, we will do an open house to the parent and community during the day and at night to acquaint the public.

A. Thayyar – might be beneficial to show that the difference would be if the retable’s remained flat

D. Mosner – if the ratable figure stayed the same the increase this year would be \$36 as compared to last year \$35

A. Christmann – how did your review go with the county?

D. Mosner – it went very well, it was approved quickly and with no issues.

A. Christmann – thank you, that is wonderful

## **VI. Board Secretary’s Report**

### **● Operations & Finance:**

#### **2021-2022 Tentative Budget**

The tentative 2021-2022 budget was approved by the Department of Education without issue. Therefore, it was sent to the paper to be advertised this Thursday and it will also be placed on the website so that everyone will be able to view it. Thank you.

- April 22, 2021 – Advertise for Public Hearing
- May 4, 2021 – Public Hearing on 2021-2022 Budget – Approve final 2021-2022 Budget
- May 5, 2021 – Post-User-Friendly Budget
- May 18, 2021 – Certification of 2021-2022 Budget & A4F taxes to the municipality, county, and state

**VII. Board President’s Report** – To recap from last month, our assigned SBA representative, Mrs. Charlene Peterson is going to do a board training/refresher for the BOE, at the May 25<sup>th</sup> Regular Meeting. This will be approximately a 60-minute review to the BOE about proper protocol and professionalism to help us get ready to start the goal process. In addition, we are going to form a few committees; a revenue committee, consolidation committee, and a diversity committee, please email me if you are interested in being on any of these.

A. Christmann – please remember a committee should only consist of 2 or 3 members.

**VIII. Correspondence** – N/A

**IX. Committee Reports** – a brief summary was shared by the chair of each committee about the agenda items

- **Curriculum and Instruction** – Mr. Thayyar delivered the report
- **Operations and Finance** – Mr. Christmann delivered the report
- **Personnel and Human Resources** – Mrs. Mody delivered the report
- **Policy** – Mr. Dumovic delivered the report
- **Ad Hoc Referendum** – Mrs. Holquist delivered the report

**X. Consent Items**

**Approval of Minutes**

Work Session Minutes: March 16, 2021  
 Regular Session Minutes: March 23, 2021  
 Special Meeting: April 6, 2021

**Approval of Executive Minutes:** March 23, 2021

**Curriculum and Instructions**

1. **Revised Curriculum** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the adoption of the revised/renewed curriculum for the 2020 - 2021 school year:

Middle School Science Curriculum

2. **Approval of Instructional Materials**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the adoption of the following textbooks and instructional materials (Primary: Books directly correlated to the curriculum; Supplemental: Books used to expand content and or format or primary books):

**Mendham Township Middle School  
 Primary and Supplemental Textbooks  
 2021 - 2022**

Grade Level	Title	Primary/Supplemental
5th - 8th	Marsons & Boswell, Big Ideas “Modeling Real Life”	Primary
5th - 8th	Marsons & Boswell, Big Ideas CC 2022 Algebra & Geometry	Primary

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2020 - 2021 school year.

Date	Grade	Activity	Cost to / Transportation	Cost to Student	Chaperones
06/01/21	5th Grade	Meadowbrook Day Camp, Long Valley	Parents transport to and from Meadowbrook. Busing is provided for	\$40.00 - \$50.00	TBD

			students if needed.		
06/03/21	7th Grade	Meadowbrook Day Camp, Long Valley	Parents transport to and from Meadowbrook. Busing is provided for students if needed.	\$40.00 - \$50.00	TBD
06/04/21	6th Grade	Meadowbrook Day Camp, Long Valley	Parents transport to and from Meadowbrook. Busing is provided for students if needed.	\$40.00 - \$50.00	TBD
06/07/21	8th Grade	Meadowbrook Day Camp, Long Valley	Parents transport to and from Meadowbrook. Busing is provided for students if needed.	\$65.00	TBD

4. **Contract with Anne Hunkler**

**BE IT RESOLVED** that the Mendham Township Board of Education approves: Anne Hunkler for contracted Functional Behavioral Assessment within the school commencing April 7, 2021, to June 11, 2021, for one (1) student (12976396) for 5 hours as per the IEP @ \$80.00/hr.

5. **Contract with Tri-County Behavioral Care, LLC** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with Tri-County Behavioral Care, LLC for the 2021 - 2022 school year for referring and providing School Clearance Assessment (SCA) services at a cost of \$100.00 per SCA, and providing Substance Evaluation and Treatment (SET) services at a cost of \$50.00 per SET.

6. **Mendham Township School District Calendar 2022 - 2023** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Mendham Township School District Calendar for the 2022 - 2023 school year.

7. **Preschool Tuition Rate for the 2022 - 2023 School Year**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Preschool tuition rate for the 2022 - 2023 school year:

- Preschool (August - June)
- Monthly Tuition Cost \$1,100.00

**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 March 2021 that no major accounts and fund balances in the 2020/2021 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. **March 2021 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the March 2021 transfer report.

3. **April 2021 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final April 2021 Bills List. This includes payroll checks N0167 through N0175.

Fund 10	\$
Fund 11	\$
Fund 20	\$
Fund 60	\$
Fund 95	\$
Total:	\$

4. **2021-2022 Joint Transportation Agreement with Educational Services Commission of Morris County** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the 2021-2022 Joint Transportation Agreement between the Mendham Township Board of Education and the Educational Services Commission of Morris County.

5. **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
Transporting Students with Disabilities <i>(virtual)</i>	04/12/21	Jean Barno	\$668.00	\$668.00
	04/19/21			
	04/26/21			
	05/03/21			
	05/10/21			
	05/17/21			
	05/24/21			
Kindergarten Screening	04/28/21	Kelly Johnson Kelly Merlino	\$0	\$0
Kindergarten Screening	04/28/21	Carolyn Allen Amy Williamson	Substitute Coverage	Substitute Coverage

6. **Use of District Facilities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2020 - 2021 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
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Mendham Chester Men's Softball League	<u>MS</u> Fields	Sundays 04/11/21, 04/18/21, 04/25/21, 05/2/21, 05/16/21, 05/23/21, 06/6/21, 06/13/21, 06/27/21	9:00am-1:00pm	Matt Lombardi
		Saturdays 05/08/21, 06/19/21, 06/26/21	5:00pm-8:00pm	
		Fridays 05/21/21, 06/04/21, 06/11/21, 06/18/21	5:00pm-8:00pm	
North Jersey Performing Arts	<u>ES</u> Outdoor Garden Band Room	Mon-Fri 06/21/21-06/25/21	8:30am-11:30am	Jenn Branch
		Mon-Fri 06/28/21-07/02/21		

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

### Personnel and Human Resources

1. Leave of Absence - Christine Yawger

**BE IT RESOLVED** that the Board hereby approves Christine Yawger, Middle School Teacher, for a leave of absence, having received doctor's certification, commencing August 23, 2021, under the Federal Family Medical Leave Act (FMLA) and the NJ Family Leave Act (FLA), ending after Twelve (12) weeks on November 12, 2021.

**BE IT FURTHER RESOLVED** the Board hereby approves Christine Yawger for an extended unpaid leave of absence from November 15, 2021, through December 31, 2021, as requested in writing and

**BE IT FURTHER RESOLVED** that the Board hereby approves Christine Yawger with an anticipated return to work date of January 3, 2022.

2. Substitute Transportation Driver - Susie Lebron Vega

**BE IT RESOLVED** that the Mendham Township Board of Education approves Susie Lebron Vega, Substitute Transportation Driver, pending completion of paperwork, at the current hourly rate of \$23.32, effective April 28, 2021, for the 2020 - 2021 school year.

## XI. ACTION ITEMS

### Operations and Finance

1. Revised: Transportation Agreement for the 2020 - 2021 School Year (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised joint transportation agreement between West Morris Regional HSD and the Mendham Township Board of Education for the 2020 - 2021 school year.



Joiner District: Mendham Township BOE To and From Total Route Cost: \$941.21						
Start Date	End Date	Host District's Route#	Destination	# Of Host District Students	# of Joiner District Students	Joiner Cost
09/02/20	06/30/21	G1	Gill St Bernards	15	1	\$941.21

2. **Referendum Resolution**

Motion to approve a resolution authorizing applications to be made to the Commissioner of Education for approval of educational plans, schematic plans, and school facilities projects, any required amendment to the long-range facilities plan, and other related actions in accordance with the Educational Facilities Construction and Financing Act:

**BE IT RESOLVED**, by the Board of Education of Mendham Township as follows:

The Board President, Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board (the “Board Representatives”) are hereby authorized to submit the educational plans and the schematic plans for the school facilities projects listed in the Schedule of Projects attached hereto (the “Projects”), hereby approved in forms prepared by Parette Somjen Architects, LLC (the “Project Architect”), together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, the schematic plans and the Projects and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7g-1 *et seq.* (P.L. 2000, Ch. 72, effective July 18, 2000, as amended and supplemented (the “Act”)) and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3, 6A:26-3.1 and 6A:26-3.2.

The Board Representatives are hereby further authorized and directed to submit the schematic plans and any other required information to the Planning Board and, if necessary, to the New Jersey Department of Environmental Protect and to any other appropriate agency for review and comment.

Parette Somjen Architects, LLC, the School District’s appointed architect for the Projects, has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Projects in consultation with and under the supervision of the Business Administrator/Board Secretary, who has heretofore been delegated the responsibility to work with the architect for this purpose on behalf of the Board, and such authorizations and delegations are hereby reconfirmed and ratified, all in accordance with the requirements of N.J.S.A. 18A:18A-16.

The Board of Education further determines to hold a special election on the December 14, 2021, special election date permitted by law for the purpose of considering a bond proposal or proposals, provided the required DOE approvals have been received. The Business Administrator/Board Secretary is authorized and directed to notify the County Clerk, Municipal Clerk, and other appropriate County officials of the special election date. The form of the bond proposal will be approved by this Board at a later time and then submitted as required.

Any prior inconsistent resolutions adopted by this Board of Education are hereby suspended to the extent of any inconsistency herewith.

The Board of Representatives are hereby authorized to take all steps necessary to implement this

resolution.

**Motion XII. D. 4.** I hereby certify that this is a true copy of the motion of the Regular Meeting of the Mendham Township Board of Education, which was held and passed on April 20, 2021.

B. Wowk – voting today does not lock us into the project?

S. Constantino – the vote today is to just submit the paperwork to the DOE and state for review, there will be another vote to approve what we actually do in regards to the project.

P. Dumovic – when we submit this, we will receive a specific number of dollars in state aid or debt towards particular projects. Is that a realistic expectation?

S. Constantino – we will get a report back detailing the amount of debt svc aid we will receive by the project – up to 40% possibly based on their review which will be determined after the dollar amounts come in.

**Mr. Christmann moved to approve the Referendum resolutions item 1-2, seconded by Mr. Thayyar, and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dumovic; yes, Dr. Mandel; yes, Mrs. Mody; yes, Mr. Thayyar; yes, Mr. Wowk; yes, and Mrs. Holquist, yes – motion carries.**

## **XI. Discussion**

P. Dumovic – I saw that NJ does not need to carry out the standardized testing this year. So what does that mean to our school district?

S. Constantino – we will continue with our program this year – we will use our own ways to make sure that students are meeting specific benchmarks – according to the fall – there will be a start strong assessment that will be given to all students – this will be a snapshot of data in time to inform teachers to see how the students are doing and there will also be additional information that we will collect on the students when we return to determine need.

## **XII. Verbal Communications from the Public**

S. Neibart – 1 Samantha Lane – I have no issue that the motion passed but I do with the date that is proposed. If we had said that we wanted it to be on the November election that would have modified their review to do that. It is a little worrisome that this group did not do that, since there would have been more people voting on it in November compared to December. Concerning that this is a special election instead of the general election. It is obvious that you are doing great things and a lot is going on but I don't understand.

G. Holquist – thank you.

D. Orban-Brown – Ironia Road – the 2% increase amount to be raised by taxes is disturbing after a 5% increase last year, must have been some savings during Covid time since students were not in school some time. The decrease in ratable affects everyone and we all have to adjust our spending when ratable change. The bulk of these is due to tax appeals. The municipality has to accommodate the tax appeals but a 2% increase is not a gift, don't congratulate yourself on that.

The referendum on December 14<sup>th</sup> is a very bad idea – any action after the general election is considered a self-action, not a good sign, almost sneaky to introduce something significant when no one is paying attention. Taxpayers will not be thinking about this during the holidays. You have an opportunity to change the date since it was an action item and I wish you would.

S. Constantino – opportunity to change depends on the DOE review process and when we get it back. If it comes back in a timely fashion, the BOE can talk about that. I can not speak about sneaky but I consider it my responsibility to make sure it is reviewed with everyone and anyone that wants to know about it.

D. Orban-Brown – thank you, I appreciate you clarifying that.

S. Constantino – 8:41 PM – Public comment is now closed. Thank you.

### **XIII. Adjournment**

Moved by Dr. Mandel second by Mr. Thayyar to adjourn the meeting. The meeting was adjourned at 8:41 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary