

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL GYMNASIUM  
(MEETING IS BEING HELD VIRTUALLY,  
NO IN-PERSON ATTENDANCE WILL BE ALLOWED)  
REGULAR SESSION MEETING MINUTES  
TUESDAY, AUGUST 25, 2020, 7:30 PM**

**I. Call to Order**

The meeting was called to order at 7:35 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		Absent
Mr. Richard Gondek		Present
Mrs. Joan Mody		Present

Also present: Dr. Salvatore Constantino, Superintendent  
Mrs. Donna Mosner, School Business Administrator  
General Public – 13 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 – N/A**

**VI. Board Secretary’s Report – N/A**

**VII. Board President’s Report – N/A**

**VIII. Correspondence – (Attachment)**

➤ Letter from State of NJ – Federal Grants – Title I audit

**IX. Consent Items**

**Approval of Minutes**

Work Session Minutes: July 16, 2020

Regular Session Minutes: July 21, 2020

**Approval of Executive Minutes:** July 21, 2020

### **Curriculum and Instruction**

1. **Tuition Contract with Intensive Therapeutics, Inc.**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with Intensive Therapeutics, Inc. for OT/Speech group therapy for 06/26/20 to 07/24/20, 6 hours a day for 19 days for one (1) student (14353494) not to exceed \$3,000.00.
  
2. **Tuition Contract with ECLC of New Jersey, commencing July 6, 2020**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the tuition contract with ECLC of New Jersey for the 2020 - 2021 school year, commencing on July 6, 2020, 200 billable days, for one student (10408) as per IEP at a per diem cost of \$310.11 for a total annual cost of \$62,202.22.
  
3. **BCBA Services**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler to provide Behavioral Consultation for 1 student (ID 15028941) for 3 hours a week commencing August 26, 2020, through June 9, 2021, for a total of 108 hours @ \$80.00 per hour totaling \$8,240.00.
  
4. **BCBA Services**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler to provide Behavioral Consultation for 1 student for 3 hours a week commencing August 26, 2020, through June 9, 2021, for a total of 108 hours @ \$80.00 per hour totaling \$8,240.00.
  
5. **Marshall Evaluation Model**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the use of the Marshall Evaluation Model for the purpose of teacher and administrator evaluations.

### **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 months of July & August 2020 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. **Board Secretary's Report**

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

3. **Treasurer's Report**

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

4. **July and August 2020 Transfer Reports**

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

5. **August 2020 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final August 2020 Bills List. This includes payroll checks N0202 through N0205 and N0206 through N0209.

Fund 10	\$ 20,822.16
Fund 11	\$ 1,128,692.97
Fund 20	\$ 40,847.07
Fund 60	\$ 2,148.77
Total:	<u>\$ 1,192,510.97</u>

6. **Emergent Use of School Buses Agreement - West Morris Regional High School District**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Emergent Use of School Buses Agreement with the Mendham Township Board of Education and the West Morris Regional High School District Board of Education for the 2020 - 2021 school year.

7. **2020 - 2021 Transportation Services - Dover Board of Education**

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

8. **2020 - 2021 Transportation Services - Washington Township Board of Education**

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

9. **State Aid Reduction Plan:**

**WHEREAS**, N.J.S.A.18A:22-8.1 and N.J.A.C. 6A:23A-13.3(d) authorizes district boards of education to appropriate an overage in the budget or budgeted state aid for which budgetary approval was granted by the Commissioner in the written notification to the District Board of Education of the decrease in state aid, and to decrease 2020-21 General Fund Appropriations due to decrease in state aid.

**WHEREAS**, in a special Broadcast dated July 10, 2020, the Commissioner granted approval for any district with a decrease in state aid to transfer and appropriate this decrease in the budget expenditures and revenues for 2020-21, and

**WHEREAS**, the Mendham Township Board of Education needs to decrease its original 2020-21 budget certified for taxes through an appropriation by the decrease in 2020-21 state aid of \$71,950, and

**WHEREAS**, the Mendham Township Board of Education has determined that it needs to decrease the following budget line items, 11-190-100-640, Instructional Expenditures – Textbooks by 6,950, 11-402-100-100, Instructional Expenditures – Athletic – Salary by \$20,000, 11-422-100-300, Instructional Expenditures – Summer School – Purchased Professional and Technical Services by \$5,000, 11-000-100-566, and Undistributed Expenditures – Tuition – Private School for the Disabled by \$40,000 totally the \$71,950 decrease in state aid.

**NOW THEREFORE BE IT RESOLVED** by the Mendham Township Board of Education that it hereby authorizes the District’s School Business Administrator to record this decrease in the 2020-21 budgeted appropriations and revenues in accordance with all applicable laws and regulations.

10. **Long Range Facility Plan (LRFP)**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts and approves the LRFP Submission Data Check Report to be approved by the DOE.

**Personnel and Human Resources**

1. **Mentors for Provisional Teachers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to the following to serve as a mentor during the Provisional Teacher Certification process:

Mentor	Provisional Teacher	Certification	Compensation
Tara Horutz	Jessica Mallonee	CEAS	\$550.00
Carol Hueston	Lauren Procanik	CEAS	\$550.00
Katelyn Jones	Eugenia Mastrogiannakos	CEAS	\$550.00

2. **Substitute Employee Chart**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following substitute rates for the 2020 - 2021 school year:

Substitute Clerical	\$13.00 per hour
Substitute Custodian	\$13.50 per hour
Substitute Cafeteria/Recess Aide	\$12.14 per hour
Substitute Transportation Dispatch	\$20.00 per hour
Substitute Transportation Assistant	\$20.00 per hour
Substitute Transportation Driver	\$23.32 per hour

3. **Movement on the Guide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves movement on the salary guide for the following certificated staff members upon receipt of official transcripts:

Staff	From		To	
	Placement	Salary	Placement	Salary
Sara Bresky	BA, Step 4	\$53,445	BA+45/MA, Step 4	\$58,545
Ashley Bays	BA+15, Step 6	\$56,145	BA +45/MA, Step 6	\$59,545
Carol Hueston	BA, Step 21	\$79,870	BA+45/MA, Step 21	\$92,370
Briana Panetta	MA+30, Step 5	\$62,445	MA+60, Step 5	\$65,845
Charlene Pintado	BA+15, Step 20	\$78,320	BA+45/MA, Step 20	\$87,420
Megan Ryan	BA, Step 6	\$54,445	BA+45/MA, Step 6	\$59,545
Gina Sodora	BA, Step 5	\$53,945	BA+45/MA, Step 5	\$59,045

4. **Appointment of Transportation Drivers with Annual Salary**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the annual salaries of the following Transportation Drivers for the 2020 - 2021 school year:

Name	Job Title	Salary
Albert Ascolese	Transportation Driver	\$33,804.00
Amy Bond	Transportation Driver	\$33,804.00
James Castiglione	Transportation Driver	\$33,804.00
Jeremy Conover	Transportation Driver	\$35,272.80
Michael Gannon	Transportation Driver	\$33,804.00
Olga Garcia	Transportation Driver	\$33,804.00
Sami Haile	Transportation Driver	\$33,804.00
Brenda Helbig	Transportation Driver * <i>Includes \$600 Longevity</i>	\$38,788.80 *
Yoslin Lopez	Transportation Driver	\$32,400.00
Deborah Luciano	Transportation Driver	\$35,272.80

John McKeown	Transportation Driver	\$33,804.00
Domingo Mercado	Transportation Driver * <i>Includes \$300 Longevity</i>	\$37,020.00 *
JoAnn Meyler	Transportation Driver	\$33,804.00
Steven Molnar	Transportation Driver	\$33,804.00
Nicholas Muscatella	Transportation Driver	\$35,272.80
Mark Ottoson	Transportation Driver	\$35,272.80
Yomelly Parra	Transportation Driver	\$29,052.00
Maria PARRALES	Transportation Driver	\$36,720.00
Sharon Romero	Transportation Driver	\$35,272.80
Teresa Sanchez	Transportation Driver	\$33,804.00
Cindy Sommer	Transportation Driver	\$33,804.00
Deborah Templin	Transportation Driver	\$35,272.80
Margitt Trocha	Transportation Driver * <i>Includes \$600 Longevity</i>	\$38,788.80
Janette Vega	Transportation Driver	\$33,804.00

5. **Appointment of Transportation Assistants with Annual Salary**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the annual salaries of the following Transportation Assistants for the 2020 - 2021 school year:

Name	Job Title	Salary
Debbie Getchius	Transportation Assistant	\$29,473.20
Kyonghee Kim	Transportation Assistant	\$18,792.00
Deborah Mercurio	Transportation Assistant	\$27,561.00
Marguerite Oswald	Transportation Assistant	\$19,648.80
Susan Reuter	Transportation Assistant	\$18,792.00
Beth Smith	Transportation Assistant	\$ 8,701.20
Debra Webster	Transportation Assistant	\$20,044.80

6. **Reappointment of Substitute Transportation Drivers and Substitute Transportation Assistants**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Substitute Transportation Drivers and Substitute Transportation Assistant for the 2020 - 2021 school year at hourly rates:

Name	Job Title	Hourly Rate
Kathy Buerger	Substitute Transportation Driver	\$23.32/hr
Roosevelt Marin	Substitute Transportation Driver	\$23.32/hr
Warren McCroy	Substitute Transportation Driver	\$23.32/hr
Giambattista Ragusa	Substitute Transportation Driver	\$23.32/hr
Rosalba Suarez	Substitute Transportation Driver	\$23.32/hr
Dan Wood	Substitute Transportation Driver	\$23.32/hr
Carolyn Allen	Substitute Transportation Assistant	\$20.00/hr
Daragh Carpenter-Gallagher	Substitute Transportation Assistant	\$20.00/hr

7. **Revised Custodian Hours: Norma Mogrovego**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised hours for Norma Mogrovego, Custodian, to 5 ½ hours at an hourly rate of \$15.38, effective September 1, 2020, for the 2020 - 2021 school year.
8. **Staff Resignation: Cafeteria/Recess Aide, Kyonghee Kim**  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Kyonghee Kim, Cafeteria/Recess Aide dated July 23, 2020.
9. **New Hire: Substitute Cafeteria/Recess Aide, Kyonghee Kim**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Kyonghee Kim, Substitute Cafeteria/Recess Aide for the 2020 - 2021 school year, at an hourly rate of \$12.14 for the 2020 - 2021 school year.
10. **New Hire: Cafeteria/Recess Aide, Rebekah Griffin**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Rebekah Griffin, Cafeteria/Recess Aide, pending completion of paperwork, at an hourly rate of \$12.44 for the 2020 - 2021 school year.
11. **Elementary School Schedule B Stipend Positions for 2020 - 2021**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following 2020 - 2021 Co-Curricular Stipend position for Elementary School:

Activities	2020 - 2021 Salary	Staff Member

Tiger Leaders/Student Council Advisor	\$1,239.00	Hillary Clark
Tiger Singers/Chorus Director	\$2,479.00	Lauren Johnson

12. **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 2020-2021 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 Multisensory Reading Program	5 period/wk	Jennifer Vazquez	\$8,500
Zero Period Reading Program of Instruction	5 period/wk	Dawn Cullinan	\$8,500

13. **Summer Custodian, Norma Mogrovego**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Norma Mogrovego, Summer Custodian, an additional 4 hours per day at an hourly rate of \$15.45, effective 07/29/20 to 08/31/20.

14. **Staff Resignation: Transportation Driver, Sondra Farnon** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts with regret, the letter of resignation from Sondra Farnon, Mendham Township Transportation Driver, effective July 22, 2020.

**Policy and Planning**

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

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

- P 1649 Federal Families First Coronavirus (COVID-19) Response Act (M) (New)
- P 2270 Religion in Schools (Revised)
- P 2431.3 Heat Participation Policy for Student-Athlete Safety (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5200 Attendance (M) (Revised)
- P & R 5320 Immunization (Revised)
- P & R 5330.04 Administering an Opioid Antidote (M) (Revised)
- P 5610 Suspension (M) (Revised)
- P 5610 Suspension Procedures (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P & R 8320 Personnel Records (M) (Revised)



Mr. Thayyar moved to approve the Committee Reports and the Consent Items for August 25, 2020; Approval of Regular and Executive Minutes, Curriculum & Instruction items 1-4, Operations & Finance items 1 – 10, Personnel & Human Resources items 1 – 14, Policy and Planning item 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. Mody; yes, Mr. Thayyar; yes, and Mrs. Holquist, yes – motions carry.

**X. ACTION ITEMS**

**Curriculum and Instruction**

1. **Tuition Contract with Chester School District**

**BE IT RESOLVED** that the Mendham Township Board of Education approves a Tuition Contract with the Chester School District Board of Education for the 2020 - 2021 school year effective 08/26/20 through 06/30/21 for one (1) student (14537499) as per IEP for \$58,784.00.

**Personnel and Human Resources**

1. **New Hire: Monica Sugiyama, Cafeteria/Recess Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Monica Sugiyama, Cafeteria/Recess Aide, pending completion of paperwork, at an hourly rate of \$12.44 for the 2020 - 2021 school year.

2. **Staff Resignation: Cafeteria/Recess Aide, Nicole Morgan**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Nicole Morgan, Cafeteria/Recess Aide dated August 24, 2020.

3. **New Hire: Substitute Cafeteria/Recess Aide, Nicole Morgan**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Nicole Morgan, Substitute Cafeteria/Recess Aide for the 2020 - 2021 school year, at an hourly rate of \$12.14 for the 2020 - 2021 school year.

4. **Home Instructors**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following staff as Home Instructors at a rate of \$41.00 per hour.

Charles Gallo                      Ashley Bays

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Home Instruction by Ashley Bays commencing August 26, 2020, to September 8, 2020, and Charles Gallo commencing August 26, 2020, through November 30, 2020, for one (1) student (12546235) for up to a total of ten (10) hours per week, at a rate of \$41.00 per hour.

5. **Substitute Teacher and Substitute Nurse Rates**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following substitute rates for the 2020 - 2021 school year:

Substitute Teacher	\$ 92.00 per day, \$46.00 1/2 day (4 hours)
Substitute Nurse	\$160.00 per day, \$80.00 1/2 day (4 hours)

6. **Substitute Teachers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following substitute teachers, pending completion of paperwork, for the 2020 - 2021 school year at the current rate of \$92.00 per day:

Jill Brubacker	Marlene Lupo	Christine Thalacker
Deb Buchanan	Silvana Martirano	Christopher Welch
Lisa Culnen	Nicole Morgan	
Christine Fillipini	Joe Pedalino	
Lauren Garofalo	Nicholas Pereira	
Andrea Herb	Joann Pezzano	
Kyonghee Kim	Matthew Pucci	
Cathy Liloia	Lisa Rapp	

**Mr. Christmann moved to approve the Action Items; Curriculum & Instruction item 1, Personnel & Human Resources items 1-6, seconded by Mr. Gondek, and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dumovic; yes, Mr. Gondek; yes, Mrs. Mody; yes, Mr. Thayyar; yes, and Mrs. Holquist, yes – motions carry.**

**XI. Discussion**

- Restart and Recovery Plan to Reopen Schools, Dr. Constantino

**XII. Verbal Communications from the Public**

Board-level discussion and comments - Mr. Gondek – there was a request of an air filtration system, do you know why this was requested?

Dr. Constantino – setting a standard beyond the NJ Code, many districts cannot handle a MERV 13 filter, the state wanted to know the scope of what they are dealing with.

Mr. Gondek – did the HVAC experts point out any systems that are at risk within the district?

Dr. Constantino – not currently, during the installation of the MERV 13 we needed to monitor airflow, but our system currently can handle it. The rate of air exchange needs to be what we want it to be.

Mr. Dumovic – It was great that school staff were involved and engaged over the summer in preparing the Restart and Recovery Plan to Reopen Schools. Have any teachers asked to be accommodated by potentially working from home (because they are older and/or have underlying medical conditions)?

Dr. Constantino – currently we have zero, we have provided some information to a few for their health care providers and it seemed to work.

Mr. Thayyar – Kudos to you and the staff to get us here, thank you, you can see it was a lot of work.

Dr. Constantino – a result of a willingness to do something difficult, found solutions, and reflective of who these folks are and it is a terrific thing.

Mr. Christmann – refresh my memory, is the entire MS not ventilated?

Dr. Constantino – Yes.

Mr. Christmann – with all the filtration discussion, are we providing guidelines for each classroom and the to the staff?

Dr. Constantino – we can do either, CASPR promises high quality, used at St. Barnabus, however, we are allowing for the use of it and to go outside. Carefully monitor the indoor air quality and the rate of exchange. We need to make sure it is working as advertised and guided. Important going forward.

Mrs. Holquist – great job, I look forward to seeing how it all goes, patience amongst all the families to start, but it is also important, everyone is doing their best, encourage patience to everyone, thank you.

Mrs. Mody – echo what everyone else has been saying, thank you for your leadership, it looks like we will be ahead of the curve, similar to the distance learning, appreciate you keeping up this standard of excellence.

Mr. Dumovic – Looking forward to a board discussion of the parameters for next year’s annual district budget. Perhaps next month the Operations & Finance Committee could discuss a spending target for the 2021-2022 budget within which the administrative team would then work (e.g., under the 2% cap).

Mr. Dumovic – Very good news regarding the latest ranking of schools in New Jersey. The NJ Department of Education released its rating system that graded every public school on a 1-100 scale. Our Middle School ranked #2 in the State, with a perfect score of 100 Points; and our Elementary School ranked #81, with a score of 96.19 Points! Our district has a history of academic success, with a large majority of students exceeding standards in English Language Arts and also Math in terms of student growth. These school rankings were based on data from the 2018-2019 school year, including standardized test scores and student progress assessed in Spring 2019.

#### Public Comment

Lauren Garofalo - 8:36 PM - The school looks amazing! Thank you for all you did to accomplish this goal! Sal - even though we can't see you, I bet you look very relaxed tonight! PS I can't teach MS math past 5th grade!!!

Thom Keeling - 8:36 PM - I just want to commend Dr. Constantino and his team on the great job that they have done in preparing for the new school year. Great plan and great execution on getting the schools ready!

Dr. Constantino– thank you all, I feel good.

Mrs. Holquist – good luck tomorrow!

CLOSED

#### **XIII. Adjournment**

Moved by Mr. Thayyar second by Mrs. Mody to adjourn the meeting. The meeting was adjourned at 8:35 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary