

**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, JANUARY 26, 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 – 30 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
 1. Update on Diversity Forum
 2. Update on School Conditions - Coronavirus and Closures
 3. Statement regarding public comment that will be added to the agenda.
 4. Upcoming schedule for Board meetings
 - a. Principals
 - b. Budget Updates
- Suspension, Truancy, and Emergency/Fire Drill Reports (*Attachments*)

VI. Board Secretary's Report

- **Operations & Finance:**

Mandatory Training for all BOE members is open and you should be getting an email saying that you can take the required classes virtually. Dr. Mandel registered today Mr. Wowk, to confirm whether or not March or May work.

In my folder is a schedule to review the bill list for the 2021 year – please reach out if you have any questions.

The budget review is going to take place in our next committee meetings. Mid-Year

Review with the county was rescheduled to February 2, 2021

June 30, 2020 Audit is being finalized and Mrs. Kathi Mantel is here to present a summary of the report

VII. Board President's Report – reviewed guidelines for public comment for clarification

VIII. Correspondence – None.

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
- **Ad Hoc Negotiations** – Mrs. Mody delivered the report

X. Consent Items

Approval of Minutes

Work Session Minutes: November 17, 2020

Regular Session Minutes: November 24, 2020

December 15, 2020

Reorganizational Minutes: January 5, 2021

Approval of Executive Minutes: None.

Curriculum and Instruction

1. **Student Safety Data System**

BE IT RESOLVED that the Mendham Township Board of Education approves the submittal of the Student Safety Data System for Period 1 (September 1, 2020 - December 31, 2020) to the New Jersey Department of Education.

2. **Stepping Forward Home Instruction**

BE IT RESOLVED that the Mendham Township Board of Education approves the Contract for Home Instruction for one (1) student (ID#13906897) for ten (10) hours per week of instruction at a rate of \$75.00 per hour commencing January 25, 2021, through June 9, 2021.

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 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 December 2020 Board Secretary's Reports.

3. **Treasurer's Report**

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

4. **January 2021 Transfer Reports**

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

5. **January 2021 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final January 2021 Bills List. This includes payroll checks N0244 through N0248 and N0250 through N0252.

Fund 10	\$ 48,070.62
Fund 11	\$1,533,475.96
Fund 20	\$ 9,410.01
Fund 60	\$ 4,363.53
Fund 80	\$ 4,754.65
Total:	<u>\$1,600,074.77</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 2020 - 2021 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Resp. Party
Mendham Kids Club	<u>ES</u> Classrooms Gyms Playground	Summer Camp 06/14/21 – 07/30/21 Mondays – Fridays	9:00am–3:00pm	Charles Gallo

* 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
Environmental Code Compliance and Sustainability <i>Rutgers/Online</i>	02/01/21	Christopher Hemmings	\$760.00	\$760.00
	02/03/21			
	02/08/21			
	02/10/21			
	02/15/21			
	02/17/21			
	02/22/21			
	02/24/21			

8. **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 the Mendham Township Board of Education and the West Morris Mendham High School for the 2020 - 2021 school year.

Joiner District To and From Total Route Cost: \$14,099.29							
Start Date	End Date	MTSD Route#	Destination	Contracted Vehicle	# Of Host District Students	# of Joiner District Students	Joiner Cost
02/2021	06/2021	GSB01 A	Gill Saint Bernards	D165S1	11	15	\$14,099.29

9. **Acceptance of 2019/2020 Audit**

BE IT RESOLVED that the Mendham Township Board of Education accepts the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report for the period July 1, 2019, through June 30, 2020, as prepared by Nisivoccia LLP, Certified Public Accountants & Advisors, inclusive of the following recommendations:

1. Administrative Practices and Procedures - None.

2. Financial Planning, Accounting, and Reporting - Policies and procedures must be implemented to ensure that all federal grant funds are expended in accordance with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the Elementary and Secondary Education Act (ESEA), the U.S. Department of Education's Department General Administrative Regulations (EDGAR) and New Jersey Public School Contracts Law.

3. School Purchasing Program - None.

4. School Food Service - None.

5. Student Body Activities - None.

6. Application for State School Aid - None.

7. Pupil Transportation - None.

8. Facilities and Capital Assets - None.

9. Status of Prior Year's Findings/Recommendations - The prior year's audit recommendations regarding public school contract law requirements was corrected.

AND IT IS FURTHER RESOLVED, that the Mendham Township Board of Education approves the Corrective Action Plan (CAP) for the 2019/2020 School year as presented.

Personnel and Human Resources

1. **Home Instruction - Charles Gallo**

BE IT RESOLVED that the Mendham Township Board of Education approves Home Instruction by Charles Gallo commencing January 29, 2021, for the remainder of the 2020 - 2021 school year, for one (1) student (12546235) for up to a total of ten (10) hours per week, at a rate of \$41.00 per hour.

2. **Leave of Absence - Deborah Luciano** (*Attachment*)

BE IT RESOLVED that the Board hereby approves Deborah Luciano, School Bus Driver, for a leave of absence, having received doctor's certification, commencing January 4, 2021, under the Federal Family Medical Leave Act (FMLA), ending after Ten (10) weeks on March 11, 2021, while utilizing Forty-Six (46) sick days.

BE IT FURTHER RESOLVED that the Board hereby approves Deborah Luciano with an anticipated return to work date of March 12, 2021.

3. **New Hire - Odilio Larios, Part-Time Custodian** (*Attachment*)

BE IT RESOLVED, that the Mendham Township Board of Education approves the appointment of Odilio Larios, Part-Time Custodian, pending completion of paperwork, at an annual salary of \$19,500 prorated, effective January 27, 2021, for the 2020 - 2021 school year.

4. **Leave Replacement - Erica Koehler, Spanish Teacher** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Erica Koehler as a Full-Time Leave Replacement Spanish Teacher, effective January 27, 2021, through May 27, 2021, at an annual salary of \$53,945 prorated, BA, Step 5.

5. **Substitute Nurse - Dr. Rachael Simpson** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves Dr. Rachael Simpson, Substitute Nurse, pending completion of paperwork, for the 2020 - 2021 school year at the current rate of \$160.00 per day.

6. **Substitute Teacher - Rebekah Griffin**

BE IT RESOLVED that the Mendham Township Board of Education approves Rebekah Griffin, Substitute Teacher, pending completion of paperwork, for the 2020 - 2021 school year at the current rate of \$92.00 per day.

7. **Suspension of Employee** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education hereby suspends Employee #67177097 based on the recommendation of the Superintendent of Schools and pursuant to the terms of the employment agreement, and which shall be effective January 14, 2021 - January 20, 2021.

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

BE IT RESOLVED that the Board hereby approves Noel Lazoricsek, Middle School Teacher, for an unpaid leave of absence, having received doctor's certification, commencing January 22, 2021, under the Federal Family Medical Leave Act (FMLA), ending after Four (4) weeks on February 23, 2021.

BE IT FURTHER RESOLVED that the Board hereby approves Noel Lazoricsek with an anticipated return to work date of February 24, 2021.

9. **Leave Replacement - Charlyn Lynch, Special Education Teacher**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Charlyn Lynch as a Full-Time Leave Replacement Special Education Teacher, effective January 21, 2021, through February 23, 2021, at an annual salary of \$59,045, MA, Step 5, prorated.

Mr. Christmann moved to approve the Committee Reports and the Consent Items for January 26, 2021; Approval of Regular and Executive Minutes, Curriculum & Instruction items 1-2, Operations & Finance items 1 – 9, Personnel & Human Resources items 1 – 9, Policy and Planning

item 0, 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 – motions carry.

X. Discussion

P. Dumovic – with budget approaching I am curious how we can work with Borough moving forward?

R. Wowk – as a result of the bond referendum could we end up merging with the borough in the future?

G. Holquist – there so many components that it is difficult.

A. Christmann – no discussion to that nature like building a new building during the referendum discussion, a huge focus has been on appropriate things needed to maintain and improve education within the community.

G. Holquist – The union has asked if the BOE going to consider going virtual before spring break similar to what we did for the holidays?

A. Christmann – why wouldn't we work off the recommendation of our administrator, judgment as it relates to public health – the high level of communication that we can have with families or that are traveling, I think it could be disruptive to the overwhelming population that may be here.

R. Wowk – potentially several will have vaccines by then.

A. Christmann – I am glad I asked this question – CDC recommendations continue to evolve. One of the safest places for students to be is in school.

P. Dumovic – I agree with the sentiments that have been expressed – the best place for students to learn is in school rather than virtually. Don't want to compromise the entire student body for the few that travel, let's stick with what we have in place.

J. Mody – this allows for an opportunity to deep clean the schools, the school will be responsible with that time I am sure.

R. Mandel – we have learned a lot through this process, we are still doing ok. We need to keep the children in school as long as the families that travel quarantine. The vaccine does not mean you won't be a carrier, we need to be aware.

A. Thayyar – keep the kids in school

G. Holquist – if you are required to quarantine, then do it, keep everything as it is.

A. Christmann – between now and break, please reinforce the current guidelines – we are in a dangerous place with some having a vaccine, others thinking whatever. It only benefits us to remind everyone of the guidelines.

S. Constantino – as we learn about gatherings and things, we constantly send a message but certainly, before spring break we will ramp up those messages.

XI. Verbal Communications from the Public

Thom Keeling - 8:38 PM - I would like to ask something - Inquiring about the letter I sent back in November, looking for an update to my letter, would appreciate a response.

Dr. Constantino – BOE is going to review a response due to the nature of the letter in executive session.

Thom Keeling – surprised it is in executive but thank you

Dr. Constantino - 8:40 PM - Public Comment is Closed - Thank you very much.

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 student matters and negotiations. 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 Mr. Thayyar to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 9:36 pm.

XIII. Reconvene to Work Session Meeting

Moved by Mr. Christmann, second by Mr. Thayyar, to reconvene to the Regular Meeting at 9:36 pm., unanimously carried in a voice vote.

XIV. Adjournment

Moved by Mr. Wowk second by Dr. Mandel to adjourn the meeting. The meeting was adjourned at 9:37 pm.

Respectfully submitted,



Donna Mosner
School Business Administrator/Board Secretary