

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL GYMNASIUM
WORK SESSION MEETING MINUTES
TUESDAY, MARCH 15, 2022, 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
Mrs. Joan Mody	Vice President	Present
Mr. Andrew Christmann		Present
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Dr. Rekha Mandel		Present – arrived at 7:43 pm

Also present: Dr. Salvatore Constantino, Superintendent
General Public – none

IV. Sunshine Law – Mrs. Holquist read the following statement -

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, the 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
- Middle School Graduation Date – June 8, 2022
- Governor’s Educator of the Year: Ms. Eugenia Mastrogiannokos

MS Production of Grease is coming up on March 17, 18, and 19. Tickets are available online, but they are going quickly. Preview at ES was wonderful!

Children returned to the cafeteria this week at the ES and are loving the experience. We have a reduced population and children are spread out, but we are happy to report that things are going very well so far.

We have received enough rapid tests that will allow us to send them home with each student and staff member over the Spring Break. We are providing them with the following note: (DRAFT)

Home Test Kits for Spring Recess

To keep our school communities safe after the Spring Recess, we strongly encourage all students to test for COVID-19 before returning to school on April 4, regardless of vaccination status. Your child will come home with a COVID-19 home test, which may be packaged in one box or two.

When should my child take the tests?

- Please help your child take one of the COVID tests provided on the evening of Saturday, April 2.
- If your child tests negative and feels well, they should come to school on Monday, April 4.
- Please note, if your child has recovered from a confirmed case of COVID-19 within the last 90 days, they do not need to take a test and should attend school on Monday, April 4, if they are feeling well.

What should I do if my child tests positive on one of the tests?

- COVID positive students must quarantine for 5 days and be asymptomatic in order to return to school (no negative test needed)
- If symptomatic, the first day of symptoms is considered day zero of the quarantine.
- If asymptomatic, the date that a positive test is administered (collection date) is day zero of the quarantine.
- If an asymptomatic student develops symptoms during quarantine, day zero is the first day of symptoms and a student must then quarantine five additional days.
- Students and staff who return to school during days 6-10 of isolation or quarantine are required to mask.
- For all ages:
 - Please remember that if your child tests positive, your child is entitled to virtual learning for the duration of your child's isolation period.
 - Please refer to our COVID-19 resources, available at: www.mendhamtwp.org for additional steps to take if your child tests positive.

Our middle school graduation date has been set. It has been adjusted slightly to avoid a conflict with WMMHS Graduation. Our ceremony will be held on June 8, 2022.

Please remember that our Covid-19 Resources are always kept up to date on our website, including the case dashboard. If anyone has, any questions related to procedures, policies, or the current conditions in the schools, all that information is available by visiting those pages.

VI. Board Secretary's Report – None.

VII. Board President's Report

Should setup a meeting on referendum planning in the near future.

Mr. Dumovic provided a brief summary of the 02/23/22 Morris County School Boards Association meeting (where special education professionals discussed learning loss from the pandemic) – Thank you

VIII. Correspondence – None.

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

- Curriculum and Instruction – Dr. Mandel delivered the report

- Operations and Finance – Mr. Christmann delivered the report – presentation delivered by Dr. Constantino with the 1.25% tax increase. BOE decided it would be best to increase that to 1.45% - details to committee before next meeting
- Personnel and Human Resources - Mrs. Mody delivered the report
- Policy – Mr. Dumovic delivered the report
- Ad Hoc Diversity – Mrs. Mody delivered the report
- Ad Hoc ESIP – Mr. Keeling delivered the report – focus is to get solar panels and other cost savings initiative. Interested in getting Township involved to share if possible and cost effective, meeting with R. Smith, A. Duarte, and J. Carlton from PSA.

X. Consent Items

Approval of Minutes

Work Session Minutes: February 15, 2022

Regular Session Minutes: February 22, 2022

Approval of Executive Minutes: February 22, 2022

Curriculum and Instruction

1. **Mendham Township School District Calendar 2023-2024** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approve the Mendham Township School District Calendar for the 2023-2024 school year.

2. **Middle School Field Trip - Previously Approved Field Trip** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approve the following field trip for the 2021-2022 school year, previously approved by the Board on July 20, 2021:

Date	Grade	Activity	Cost to Transportation	Cost to Student	Chaperones
03/23/22	7th & 8th	Choral Festival, WMHS Central	\$0.00	\$0.00	Ignacio Angulo-Pizarro Alexandria Perrotta

3. **New: Middle School Field Trip** (Attachment)
BE IT RESOLVED that the Mendham Township Board of Education approve the following Middle School field trip for the 2021-2022 school year:

Date	Grade	Activity	Cost to Transport	Cost to Student	Chaperones
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06/01/22 06/02/22 06/03/22	8th	Gettysburg, Lancaster & Hershey Park	Cost to transport included in cost to student.	\$619.00	Ignacio Angulo-Pizarro Donna CasaGrande Justin Del Bene Geri Esposito Erin Giarrusso Perry Hooker Amanda Porter Lauren Procanik Fernando Rivera Melanie Smith
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BE IT FURTHER 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 above listed chaperones for the Grade 8 trip to Gettysburg, Lancaster and Hershey Park.

4. **Middle School Fundraiser for the 2021-2022 School Year** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approve the following Middle School activity for the 2021-2022 school year:

Date	Activity/Description	Staff
March 25, 2022	Fundraiser for Ryan Green who suffers from muscular dystrophy. - Staff Dress Down Day \$5.00 donation - Students Pajama Day \$2.00 donation	Gina Sodora

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 2022 that no major accounts and fund balances in the 2021/2022 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 February 2022 Board Secretary's Reports.

3. **Treasurer's Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the February 2022 Treasurer's Reports.

4. **March 2022 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approve the March 2022 transfer report.

5. **March 2022 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final March 2022 Bills List. This includes payroll checks N0344 through N0346 and N0347 through N0349 and N0350 through N0353.

Fund 10	\$
Fund 11	\$
Fund 20	\$
Fund 60	\$
Fund 95	\$
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 \$0.35 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Understanding Dyslexia (Online Course)	Self-Paced	Darlene Sardinsky	\$199.00	\$199.00

7. **Use of District Facilities**

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2021 - 2022 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
GRIT 360 Basketball	<u>ES</u> Gyms	Saturday 04/09/22	9:00 am - 1:00 pm	Kerry Foderingham
	<u>MS</u> Gyms	Wednesdays 04/13/22-06/01/22	6:00 pm - 9:00 pm	

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

8. **Transportation Request - Mendham Kids Club Summer Trips**

BE IT RESOLVED that the Mendham Township Board of Education approve the transportation request for the Mendham Kids Club Summer Trips at an hourly rate of \$50.00 for a full size bus and an hourly rate of \$45.00 for a van. (Rates may be subject to change based upon fuel costs.)

Date	Vehicle	Vehicle	Total Participants	Departure	Return	Location
06/15/22	Bus	Van	59	9:40 am	12:30 pm	Circle Bowl Ledge wood, NJ
06/22/22	Bus	Van	59	9:45 am	12:45 pm	Golf Zone Flanders, NJ
06/29/22	Bus	Van	59	10:40 am	1:00 pm	AMC Headquarters, Morristown, NJ
07/06/22	Bus	Van	59	9:35 am	12:20 pm	Morris Museum, Morristown, NJ
07/13/22	Bus	Van	59	9:45 am	12:30 pm	Golf Zone Flanders, NJ
07/20/22	Bus	Van	59	9:40 am	12:25 pm	Circle Bowl Ledge wood, NJ
07/27/22	Bus	Van	59	9:40 am	12:00 pm	AMC Headquarters Morristown, NJ

9. **Alliance for Competitive Energy Services (ACES) Resolution**

BE IT RESOLVED that the Mendham Township Board of Education approves the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials will solicit bids from electric power suppliers for electric generation services through an energy aggregation program. NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act (citation) and the regulations promulgated thereto; and

WHEREAS, the Mendham Township School District is a Participating member of the ACES Cooperative Pricing System #E8801-ACESCPS and is eligible thereby to obtain electric generation services for its own use through a contract awarded to electric power suppliers following said bid for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will issue a Request for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.* and the Electric Discount and Energy Competition Act,” N.J.S.A. 48:3-49 *et seq.*; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Units will preauthorize the Lead Agency to award a contract for Electric Generation Service to a supplier(s) whose prices will provide estimated savings to the Participating Unit, based on its previous electric usage;

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with prices estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all-electric power needed for its own use (exclusive of on-site electric generation sources) through the electric power supplier(s) awarded said contract for a term not to exceed two years; now, therefore, be it

RESOLVED by the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all-electric power needed for its own use (exclusive of on-site electric generation sources) from the electric power supplier(s) awarded the contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-

party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the Districts of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future) for a term not to exceed two years and at prices determined by the Lead Agency to provide estimated savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to rebid to obtain electric generation services on behalf of the ACES Cooperative Pricing System if energy market conditions do not lead to a successful bid, dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. Any recession of this resolution shall not affect any Agreements entered into prior to such recession.

Personnel and Human Resources

1. **Staff Resignation - Hannah Tapia, Special Education Teacher** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Hannah Tapia, Middle School Special Education Teacher, dated February 24, 2022 effective June 30, 2022.

2. **Staff Resignation - Teresa Sanchez, Cafeteria/Recess Aide** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Teresa Sanchez, Cafeteria/Recess Aide, dated March 10, 2022 effective March 23, 2022.

3. **Staff Resignation - Sharon Romero, Cafeteria/Recess Aide** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Sharon Romero, Cafeteria/Recess Aide, dated March 11, 2022 effective March 23, 2022.

4. **Leave Replacement - Caitlin Atkinson, Special Education Teacher** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Caitlin Atkinson as a .80 Part Time Leave Replacement, effective April 4, 2022 through June 9, 2022 at a salary of \$47,188.00 prorated, BA+45/MA, Step 3.

5. **New Contract - Jennifer Minuche, Transportation Dispatcher** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education approve the new contract for Jennifer Minuche, having received her CDL (Commercial Driver License) for \$28,200.00 effective March 16, 2022 for the 2021-2022 school year.

6. **Long Term Substitute - Collin Petronella, 2nd Grade Co-Teaching/Special Education** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Collin Petronella, pending completion of paperwork, as a Long Term Substitute, 2nd Grade Co-Teaching/Special Education effective March 21, 2022 through June 30, 2022, at the current rate of \$125.00 a day for days 1 to 20 and day 21 and forward a rate \$250.00 per day.

7. **Leave of Absence - Michal Ferenc**
BE IT RESOLVED that the Board hereby approves Michal Ferenc, Middle School Teacher, for a unpaid leave of absence commencing May 2, 2022* (*Actual Start date may be adjusted), under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA) ending on May 16, 2022.

BE IT FURTHER RESOLVED that the Board approve Michal Ferenc with an anticipated return to work date of May 17, 2022.

8. **Leave of Absence - Theresa McNamara**
BE IT RESOLVED that the Board hereby approves Theresa McNamara, Elementary School Teacher, for a leave of absence, commencing March 7, 2022, under the Federal Family & Medical Leave Act (FMLA) and the NJ Family Leave Act (NJFLA) ending after Three (3) weeks on March 25, 2022, while utilizing .5 sick days and .5 personal days, remaining days to be unpaid.

BE IT FURTHER RESOLVED that the Board hereby approve Theresa McNamara with an anticipated return to work date of April 4, 2022. (Spring Break - March 28, 2022 through April 1, 2022).

9. **Approval of Chaperone - Middle School Play**
BE IT RESOLVED that the Mendham Township Board of Education approve Briana Panetta as a chaperone for the Middle School Play rehearsal on Sunday, March 6, 2022 at the current contract rate of \$50.00 per hour, for 2 hours totaling \$100.00.

10. **Staff Retirement - Mary McDermott** (*Attachment*)
BE IT RESOLVED that the Mendham Township Board of Education, accepts with regret, the letter of retirement from Mary McDermott, Assistant to the Director or Special Services, dated March 14, 2022 and effective June 30, 2022.

11. **Addition of NEW Job Description** (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approve the following new job description: Assistant Principal

12. **Substitute Teachers**

BE IT RESOLVED that the Mendham Township Board of Education approve the following Substitute Teachers, pending completion of paperwork, at the current rate of \$125.00 per day for the 2021-2022 school year. Purba Pal Lee Smith Rachel Wong

Policy and Planning

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

BE IT RESOLVED that the Mendham Township Board of Education approve the Second reading and adoption of the following policies and regulations:

P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
P 2460.30	Additional/Compensatory Special Education and Related Services (M) (Revised)
P 2622	Student Assessment (M) (Revised)
R 2622	Student Assessment (M) (New)
P 3233	Political Activities (Revised)
P 5541	Anti-Hazing (M) (New)
P 7540	Joint Use of Facilities (Revised)
P & R 8465	Bias Crimes and Bias-Related Acts (M) (Revised)
P 9560	Administration of School Surveys (M) (Revised)

XI. ACTION ITEMS

Curriculum and Instruction

1. **Contract with Anne Hunkler**

BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler Karanikas for contracted Behavioral Consultation within the school from 3/07/2022 to 6/09/2022 for one (1) student (ID#s 15659735) as per the IEP for 3 hours per week for a total of 39 hours @ \$80/hr. not to exceed a total of \$3,120.00.

Operations and Finance

1. **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
Dialectical Behavior Therapy: Theory, Structure, and Skills <i>(via zoom)</i>	03/04/22 03/11/22 03/18/22	Michele Casse-Ippolito Elyse Greenbuam	\$180.00 <i>(per person)</i>	\$180.00 <i>(per person)</i>

Personnel and Human Resources

1. **Christina Patella, Middle School Softball Coach**

BE IT RESOLVED that the Mendham Township Board of Education approve the appointment of Christina Patella, Middle School Softball Coach, pending completion of paperwork, at the Schedule C salary of \$4,660.00 for the 2021-2022 school year.

2. **Sydney Jenish, Middle School Softball Volunteer**

BE IT RESOLVED that the Mendham Township Board of Education approve the appointment of Sydney Jenish, Middle School Softball Volunteer, pending completion of fingerprinting for the 2021-2022 Middle School Softball season.

Mr. Christmann moved to approve action item #1 as listed on the March 15, 2022 work session agenda seconded by Mrs. Mody, and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Mody; yes, Mr. Christmann; yes, and Mrs. Holquist, yes – motions carry.

XII. Verbal Communications from the Public – None.

XIII. Discussion – None.

XVI. Adjournment

Moved by Mrs. Mody, second by Dr. Mandel to adjourn the meeting. The meeting was adjourned at 9:25 pm.

Respectfully submitted,

Donna Mosner
School Business Administrator/Board Secretary