MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL GYMNASIUM
REGULAR SESSION MEETING MINUTES
TUESDAY, MARCH 22, 2022, 7:30 PM

I. Call to Order - The meeting was called to order at 7:32 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	Absent
Mr. Andrew Christmann		Absent
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Dr. Rekha Mandel		Absent

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

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
- Governor's Educator of the Year: Ms. Eugenia Mastrogiannakos and Ms. Megan Ryan
- Kayla Ewing, MTMS Student – The seeds of social justice initiatives

Dr. Constantino thanked both teachers of the year
Mr. Keeling echoed his sentiments and thanked Mrs. Ryan from his family and the community.

Teachers of the Year
Megan Ryan - MTMS
Eugenia Mastrogiannakos

Student Presentation
Kayla Ewing – MTMS

Mr. Dumovic commented that it was a terrific presentation and asked her if she encouraged, educated and inspired?

Ms. Ewing responded that she did, thank you.

Mr. Keeling thanked her as well and said he felt inspired.

Mr. Ewing thanked Dr. Constantino, the administration, and support staff for supporting his daughter and for making it fun.

Mrs. Holquist – thank you, hard topic, asked how we could encourage conversations like this?

Ms. Ewing responded that now that I am at MTMS I can continue to spark these types of conversations and would be happy to present this at the high school.

Dr. Constantino thanked Ms. Ewing for coming and sharing her presentation. He also told her that this inspires many people, and that he would keep an eye on her because she will have much success in her future.

Mr. Ewing appreciated that and the community support, it means a lot to us.

Speech Dr. Visits 8th Graders

The HSA very generously brought the ***Speech Doctor*** public speaking program ***back*** to the middle school for the second time this school year; working specifically with our 8th graders this time.

Normally an annual 7th grade program, our current 8th graders missed this presentation last year due to Covid restrictions. Fortunately, this programming is just as relevant to 8th graders as they have several large, public speaking assignments in the coming weeks!

Thank you again to our HSA for their generous funding of this program for both our 7th AND 8th graders this school year! Public speaking will be a big part of these upcoming assignments:

- All sections of G7 are working on their research paper that explores historical references in Out of the Dust.
- All sections of G8 are working on their research paper that explores Uglies either being used as a commentary on beauty standards or as a piece of dystopian literature.

8th Graders Complete High School Counselor Scheduling Meetings

On March 8, 9 and 10 our MTMS 8th graders and their parents participated in their West Morris Mendham Fall 2022 scheduling meetings. The MTMS Media Center was closed so that our 8th graders could work with the high school counselors and their parents in choosing classes for next Fall, based on the recommendations provided by our 8th grade staff.

As a part of our 2021-22 Self-reliance Building Objective, our 8th graders were given their appointment times and directed to put them into their chromebook calendars as a reminder to excuse themselves from class and be on time for their meeting. All but two showed up without a reminder from the office. Well done 8th grade, and best of luck next year at the high school!

Remainder of Budget Calendar:

Wednesday, March 23 (9:00 AM and 6:00 PM - Budget Open House)
Thursday, April 7 (9:00 AM and 6:00 PM - Budget Open House)
Wednesday, April 13 (9:30 AM - HSA General Meeting)
Tuesday, April 19 (7:30 PM - Board of Education Meeting)
Tuesday, April 26 (7:30 PM - Board of Education Meeting)
Tuesday, May 3 (7:30 PM - Board of Education Meeting - Work Session/Public Hearing)
TBD - Mendham Township Committee Presentation

VI. Board Secretary's Report

- **Finance**: **School Bonds $19,903,000**
  On Wednesday, March 9. 2022 – six (6) investors submitted good faith bids on the bonds – with review from bond counsel and Phoenix Advisors the lowest bidder was accepted and the final paperwork is under review. Funding should be finalized and sent over on March 30, 2022.

  - Tax levy to review at 1.45% increase - Budget review with Dr. Constantino

- **Maintenance of Facility: ESIP**
  - Mendham ESIP Planning - Timelines for process - Draft RFP being finalized
    March 29 – RFP sent to BPU and Office of State Comptroller for review/approval
    May 9 - Public Notice of RFP in paper
    May 20 – Facilities inspection
    June 10 – proposals due
    June 15 – interviews
    June 23 – recommendations with board package
    June 24 – review with ESIP committee
    June 28 – BOE approves ESCO

VII. Board President's Report – None.

VIII. Correspondence – None.

IX. 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 approves 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 approves 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 approves the following Middle School field trip for the 2021-2022 school year:

Date	Grade	Activity	Cost to Transport	Cost to Student	Chaperones
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

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 approves 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 approves 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 N0363 through N0365 and N0366 through N0370.

Fund 10		$ 53,742.73
Fund 11		$1,667,617.64
Fund 12		$ 42,998.41
Fund 20		$ 8,797.90
Fund 60		$ 25,411.66
Fund 95		$ 520.00
	Total:	$1,799,142.34

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	ES Gyms	Saturday 04/09/22	9:00 am - 1:00 pm	Kerry Foderingham

	MS 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 approves 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 Ledgewood, 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 Ledgewood, 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 prorated salary of $47,188.00, BA+45/MA, Step 3.

5. **New Contract - Jennifer Minuche, Transportation Dispatcher** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the new contract for Jennifer Minuche, having received her CDL (Commercial Driver License) at a prorated salary of $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 approves 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, covered under Two (2) weeks of the Federal Family & Medical Leave Act (FMLA) and the NJ Family Leave Act (NJFLA) ending on March 18, 2022, while utilizing .5 sick days and .5 personal days, remaining days to be unpaid. (Bereavement-March 21, 2022 through March 25, 2022) (Spring Break - March 28, 2002 through April 1, 2022)

BE IT FURTHER RESOLVED that the Board hereby approves Theresa McNamara with an anticipated return to work date of April 4, 2022.

9. **Approval of Chaperone - Middle School Play**
BE IT RESOLVED that the Mendham Township Board of Education approves 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 approves the following new job description: Assistant Principal

12. **Substitute Teachers**
BE IT RESOLVED that the Mendham Township Board of Education approves 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 approves 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)

Mr. Keeling moved to approve the Committee Reports and the Consent Items for March 22, 2022; Acceptance of Committee Reports as presented, Approval Work Session and Regular Sessions Minutes, Curriculum & Instruction items 1-4, Operations & Finance items 1 – 9, Personnel & Human Resources items 1 – 12, Policy item 1, seconded by Mr. Dubeck and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Dumovic; yes, Mr. Keeling; yes, and Mrs. Holquist; yes – motions carry.

X. 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 and personnel matters. 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. Keeling, seconded by Mr. Dumovic to move to Closed Executive Session. The Board adjoured to Closed Executive Session at 8:52 pm.

XI. Reconvene Open Regular Session Meeting

Moved by Mr. Keeling, seconded by Mr. Dumovic, to reconvene to the Regular Session Meeting at 9:02 p.m., unanimously carried in a voice vote.

XII. Discussion

Mr. Dumovic asked about the Capital Reserve amount of $200,000. Only $100,000 into Debt Service and $100,000 into Maintenance Reserve?

Mrs. Mosner responded that $100,000 was being moved from the Capital Reserve account into Debt Service to help pay down the debt and even out the amount with the old 2010 bond rolling off and the new 2022 starting up and the Maintenance Reserve funding is going into the maintenance account to offset the budget funding that was needed to balance the budget.

Mr. Keeling commended the Operations & Finance committee for all of their hard work. Moving forward it may help to look at opportunities to find more efficiencies with enhanced services especially with shared services in surrounding districts.

Dr. Costantino responded that as administrators both Mrs. Mosner and I have monthly meetings with all of the county Superintendent and School Business Administrators to discuss opportunities to leverage each other.

Mr. Dubeck asked out of the 1.45% increase what was needed to meet the fixed costs. Outstanding job to keep increase under the fixed increases.

Dr. Constantino responded that the fixed costs were much higher than this, we just worked very hard to utilize revenues and provide a fiscally sound budget.

Mr. Dumovic I am supportive of the Proposed Budget:

A. The budget allows us to continue to provide outstanding learning environments for our students, and to continue to support their social/emotional health and well-being. The budget ensures our programs are maintained, and also allows us to continue to help drive student achievement and provide the best education for every student, every day.

B. I applaud the District Administration and Ops & Finance Committee.
You have worked hard so we can support our educational priorities. This budget allows us to deliver a comprehensive educational experience of the highest quality, in a fiscally responsible manner at a price our community can afford. You looked for potential savings from the initial budget proposals and cost reductions were made during the budget review process. And we also see a big increase in anticipated revenues, with a significant increase in State Aid, and a significant increase in other anticipated revenues from local sources most notably Transportation and Pre-School Tuition. And lastly there is also a significant increase in the Budgeted Fund Balance.

C. The net result is a proposed Tax Levy increase for the next school year of +$246K or +1.45% versus this year. Last year, the Tax Levy increase was +$332K or +2% versus the prior year. I think it is important to remember what our board said in 2020, when we utilized banked cap to increase the Tax Levy well beyond the allowable 2%, where the increase was +$1.1Million or +7.3% versus the prior year. We said, at that time, we were raising taxes significantly to not just maintain school programming but also to allow lower tax levy increases, of 2% or lower over the next few years. And as a board that's what we've done - last year and that is what's proposed in this budget for next year!

XIII. Verbal Communications from the Public

Mr. Litkoff – I have spent a few years on the town finance committee. Mendham Township is caught in the bubble within a community of 5,900 people – 2,200 households. This is a great school district that makes us stand out. My goal is to listen to you, provide efficiency or become #1 in the Country. Realistically and rational goals should be set and there is always room for improvement. Thank you.

Mrs. Holquist – Thank you for coming, looking forward to seeing you in the future. It is important to use facts that align with the budget. We have two Blue Ribbon schools and a line of sight to academic excellence. Any ideas for efficiencies are always welcomed and we are excited for the potential.

Dr. Constantino – better for less is very exciting and collaboration to make things better is a great option.

Mr. Dubeck – we need to remember that a company has time to make money not a school district.

PUBLIC COMMENT CLOSED AT 8:52 PM

XIV. ACTION ITEMS

Curriculum and School Programs

1. **Harassment/Intimidation/Bullying Report**
   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 carries to *accept* the Superintendent's recommendations for: Incident MTES #2

2. **Revised Date - Student Council Sponsored Event**
BE IT RESOLVED that the Mendham Township Board of Education approves the revised date of March 4, 2022 for the Middle School Student Council Sponsored Event, Mendham Madness Basketball Tournament.

Operations and Finance

1. **ADOPTION OF THE TENTATIVE BUDGET 2022-2023**

A. **BUDGET AND PUBLIC HEARING**
BE IT RESOLVED that the Mendham Township Board of Education approves and authorizes the submission of the tentative budget for the 2022-2023 School Year to the Executive County Superintendent of Schools for approval in accordance with the N.J.S.A. 18A:7F-5 and 18A:7F-6 to comply with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES FUNDS	DEBT SERVICE FUND	TOTAL
2022-23 Total Expenditures	$20,932,200	$155,000	$1,189,930	$22,277,130
Less: Anticipated Revenues	$ 3,721,467	$155,000	$100,000	$ 3,976,467
Taxes to be Raised	$17,210,733	$0	$1,089,930	$18,300,663

And to advertise said tentative budget in the Daily Record in accordance with the form required by the New Jersey Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Mendham Township Elementary School in the gymnasium located at 18 West Main Street, Brookside, New Jersey, on May 3, 2022, at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year, and

B. **TRAVEL AND RELATED EXPENSE REIMBURSEMENT – 2022-2023**
BE IT RESOLVED, that the Mendham Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of $25,000 for the 2022-2023 school year. The maximum travel expenditure amount for the 2021-2022 school year is $25,000, of which, $6,772 has been spent and $2,000 is encumbered to date.

WHEREAS, the Mendham Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel, not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of $25,000 for all staff and board members for the 2022-2023 school year, and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

2. **Authorized Bank Signatures**
BE IT RESOLVED that the Mendham Township Board of Education approves the authorization and approval of the following signatures for the named account from this date until the 2023 Reorganization Meeting:

Referendum Account President, Board Secretary, Treasurer or Superintendent

3. **Laura Bishop Communications** *(Attachment)*
BE IT RESOLVED that the Mendham Township Board of Education approves the contract proposal for Laura Bishop Communications for professional services for the 2021-2022 school year.

4. **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

DTP Softball of Morris County	MS Baseball & Softball Fields	04/10/22 thru 06/26/22	Fridays 6:00 pm to 8:00 pm Sundays 9:00 am to 12:00 pm	John Rosamilia
Girl Scouts of Northern NJ	ES Soccer Field	04/11/22 05/09/22 06/07/22	3:45 pm to 4:45 pm	Rachel Cullivan Tanya Lalin
North Jersey Performing Arts Music Education Program	ES Gymnasium Outdoor Learning Garden	06/20/22 thru 06/24/22	Monday thru Friday 8:30 am to 11:30 am	Jen Branch
North Jersey Performing Arts Band Camp	MS Band Room	06/20/22 thru 06/24/22	Monday thru Friday 9:00 am to 2:50 pm	Jen Branch

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

Personnel and Human Resources

1. **New Hire - Erika Romero, Elementary School Lunch/Recess Aide**
   BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Erika Romero as a Elementary School Lunch/Recess Aide, pending completion of paperwork, at an hourly rate of $12.44 for the 2021-2022 school year.

2. **Staff Resignation - Lauren Calabro, Basic Skills Teacher** *(Attachment)*
   BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Lauren Calabro, Middle School Basic Skills Teacher, dated March 16, 2022 effective April 15, 2022.

3. **Leave of Absence - Lisa Lombardo**
   BE IT RESOLVED that the Board hereby approves Lisa Lombardo, Elementary School Teacher, for an unpaid leave of absence, commencing March 21, 2022, covered under Two (2) weeks of the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA) ending on April 8, 2022. (Spring Break-March 28, 2022 through April 1, 2022)

   BE IT FURTHER RESOLVED that the Board hereby approves Lisa Lombardo with an anticipated return to work date of April 11, 2022.

Mr. Dubeck moved to approve the Action Items from March 22, 2022 as presented; Curriculum & Instruction items 1-2, Operations & Finance items 1–4, Personnel & Human Resources items 1-3, Policy and Planning item 0, seconded by Mr. Keeling and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Keeling; yes, Mr. Dumovic; yes, and Mrs. Holquist; yes – motions carry.

XV. Discussion

Following a discussion with Mr. Christmann earlier this year, Mr. Dumovic is proposing the board nominate Mrs. Holquist as a candidate for the 1st annual Irene LeFebvre Excellence in Boardsmanship Award. The boardsmanship award was established by the Morris County School Boards Association. The award honors a local school board member who best exemplifies Irene LeFebvre's dedication, leadership and commitment to the education of students in Morris County. Nominees for the award must show evidence of leadership in their school district and be nominated by a formal resolution of their Board of Education. Mr. Dumovic will send a draft resolution to board members for review and feedback. It is anticipated to have a final resolution for board vote and approval at the BOE meeting on April 19, 2022.

XVI. Adjournment

Moved by Mr. Keeling second by Mr. Dumovic adjourn the regular meeting on March 22, 2022. The meeting was adjourned at 9:12 pm.

Respectfully submitted,

Donna Mosner
School Business Administrator/Board Secretary