

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
 BROOKSIDE, NEW JERSEY  
 ELEMENTARY SCHOOL GYMNASIUM  
 REGULAR SESSION MEETING MINUTES  
 TUESDAY, NOVEMBER 23, 2021, 7:30 PM**

**I. Call to Order** - The meeting was called to order at 7:30 pm.

**II. Flag Salute** - Mr. Christmann led the flag salute.

**III. Roll Call of the Board of Education**

Mrs. Gretchen Holquist	President	Present
Mr. Andrew Christmann	Vice President	Absent
Mr. Peter Dumovic		Present
Mr. Richard Gondek		Present
Dr. Rekha Mandel		Absent
Mrs. Joan Mody		Present
Mr. Aadithya Thayyar		Present

Also, present: Dr. Salvatore Constantino, Superintendent  
 Mrs. Donna Mosner, School Business Administrator  
 Dr. Ciccone & Dr. Kotcho  
 General Public – 1

**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**

- Start Strong Presentations by MTMS – Dr. Ciccone & MTES – Dr. Kotcho (Attachments)

**VI. Board Secretary’s Report**

- **Finance:**

Updated 2022-2023 Budget Calendar

Preliminary 2022-2023 Budget Figures

Tax Levy	\$16,964,726
2% allowable	339,295

Fixed Costs

Salaries per contracts	\$ 322,130 – 3% increase - 55% of budget approximately
Benefits	<u>95,218</u> – 2% increase - 24% of budget approximately
Total	\$ 417,348

Difference: \$ 78,053

**VII. Board President’s Report – Ad Hoc Referendum (11/19/21)**  
Mr. Dumovic summarized MCSBA meeting about the budget process best practices and grant opportunities that he attended.

**VIII. Correspondence – November 21, 2021 – Mrs. Garofalo – Sub pay**  
Mrs. Holquist asked Ops & Finance to take a look at this and evaluate with administration.

**IX. Committee Reports**

**X. Official Results of Election - November 2, 2021**

Official results of the November 2, 2021 School Board Elections for two, three year terms and one, two year unexpired term on the Mendham Township Board of Elections as certified by Ann F. Grossi, Esq., Morris County Clerk were as follows:

<u>Candidates (Three Candidates - 2 seats - 3-Year Term)</u>	<u>Total Votes</u>
Adam Dubeck	1,389
Peter Dumovic	1,447
Jubin Pejman	725
Write-In Votes	<u>11</u>
Total:	3,572

<u>Candidates (Two Candidates - 1 seat - 2-Year Unexpired Term)</u>	<u>Total Votes</u>
Richard Gondek	786
Thomas Keeling	1,102
Write-In Votes	<u>3</u>
Total:	1,891

**XI. CONSENT ITEMS**

**Approval of Minutes**

Work Session Minutes: October 12, 2021  
Regular Session Minutes: October 26, 2021

**Curriculum and Instruction**

**1. Contract with Anne Hunkler Karanikas**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school, from 10/26/21 to 6/09/22 for one (1) student (ID#s 15531086) as per the IEP, for 2 hours per week for a total of 108 hours @ \$80/hr., not to exceed a total of \$4,960.00.

**2. Contract with First Children Services (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the contract with First Children Services to provide ABA services and supports to the Mendham Township School District for the 2021-2022 school year as per Appendix B of the Client Agreement.

**3. New - Middle School Field Trip - Bridgewater Commons (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2021-2022 school year.

Date	Grade	Activity	Cost to Board	Cost to Students	Chaperones
12/10/21	6 - 8	Ambassador Orchestra Bridgewater Commons Holiday Performance	\$0	\$0	K. Schaberg

**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 November 2021 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 Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2021 Board Secretary’s Reports.

3. **Treasurer’s Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2021 Treasurer’s Reports.

4. **November 2021 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final November 2021 Bills List. This includes payroll checks N0331 through N0334 and N0335 through N0337.

Fund 10	\$ 49,515.60
Fund 11	\$1,637,475.83
Fund 20	\$ 20,205.66
Fund 60	\$ 27,628.76
Fund 95	<u>\$ 225.00</u>
Total:	<u>\$1,735,050.85</u>

5. **District Travel**

**BE IT RESOLVED** that the Mendham Board of Education approves the listed travel events in agreement with Chapter 53, Public Law 2007, NJSA 18A:11-12, NJAC 6A:23A-1. All mileage will be reimbursed at the maximum NJ Circular 08-19-OMB rate (currently \$0.35 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Lead Renovation Repair & Painting Rule	11/04/21	John Ragusa	\$0	\$0

6. **Use of District Facilities**

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

Organization	Location	Dates	Times	Responsible Party
North Jersey Performing Arts	ES Classroom	Fridays 10/15/21 - 06/03/21	3:45 pm - 5:00 pm	Jennifer Branch

7. **School Safety and Security Plan Statement of Assurance** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submittal of the School Safety and Security Plan Statement of Assurance to the New Jersey Department of Education for the 2021-2022 school year.

8. **Lead Testing Results** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the results of the required lead testing done at both schools on October 11, 2021 pursuant to N.J.A.C. 6A:13A as defined by N.J.A.C 6A:14-7.1(a) for the 2021-2022 year and approves to have these results posted on the district website to maintaining compliance with all applicable laws, codes, and regulations governing the provisions of potable drinking water and testing of drinking water for lead including, but not limited to, N.J.A.C. 6A:26-12.4; the Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq., and the rules promulgated pursuant thereto, N.J.A.C. 7:10 and N.J.A.C. 6A:26-6, Planning and Construction Standards for School Facilities.

**Personnel and Human Resources**

1. **New Hire - Bianca Fairley, Preschool Teacher** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Bianca Fairley as a Full-Time Preschool Teacher, effective January 3, 2022 for the 2021-2022 school year, at an annual prorated salary of \$67,510.00, MA, Step 14.

2. **Leave of Absence-Kerri McCloskey**

**BE IT RESOLVED** that the Board hereby approves Kerri McCloskey, Elementary School Nurse, for a leave of absence, having received doctor's certification, commencing January 3, 2022, while utilizing 12 sick days and 4 personal days, ending on April 1, 2022. (Leave not covered under the FMLA or NJ FLA)

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

3. **Resignation - Christine Rollo, Instructional Aide** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Christine Rollo, Instructional Aide, dated October 23, 2021, effective June 9, 2022.

4. **Resignation - Floretta Melograno, Elementary School Lunch/Recess Aide** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education accepts the letter of resignation from Floretta Melograno, Elementary School Lunch/Recess Aide, dated October 26, 2021, effective October 29, 2021.
  
5. **New Hire - Floretta Melograno - Substitute Lunch/Recess Aide**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Floretta Melograno as a Substitute Lunch/Recess Aide at an hourly rate of \$12.25 for the 2021-2022 school year.
  
6. **New Hire - Erna Hauswald, Elementary School Lunch/Recess Aide**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Erna Hauswald as a Elementary School Lunch/Recess Aide at an hourly rate of \$12.44 for the 2021-2022 school year.
  
7. **Approval of Stipends: Curriculum Development and Implementation**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves Dr. Patrick Ciccone and Dr. Julianne Kotcho for the Curriculum Development and Implementation stipends for the 2021-2022 school year at the annual rate of \$4,000.00 each.
  
8. **Elementary School Extra Instructional Periods**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Elementary School staff members to teach extra periods of instruction during the 2021-2022 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, effective December 1, 2021 through the remainder of the 2021-2022 school year. To be paid via the ARP-ESSER Grant utilizing funds for accelerated learning (Account 20-484-100-100).

**Extra Instructional Periods**

Smart Time	2 period/week	Erica Parke	\$2,210
Smart Time	2 period/week	Laura Porrovecchio	\$2,210

**Policy and Planning**

1. **First Reading** (*Attachments*)  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the First reading of the following policies and regulations:
  - P 1648.13 School Employee Vaccination Requirements (M) (New)
  - P 1648.14 Safety Plan for Healthcare Settings in School Buildings-COVID-19 (M) (New)
  - P 2425 Emergency Virtual or Remote Instruction Program (M) (New)
  - P & R 5751 Sexual Harassment of Students (M) (Revised)

**Mr. Thayyar moved to approve the Committee Reports and the Consent Items for November 23, 2021; Acceptance of the November 2, 2021 election results and Approval of Work Session and**

**Regular Session Minutes, Curriculum & Instruction items 1-3, Operations & Finance items 1-8, Personnel & Human Resources items 1-, Policy and Planning item 1, seconded by Mrs. Mody and the motion was CARRIED in a roll call vote: Mr. Gondek; yes, Mrs. Mody; yes, Mr. Thayyar; yes, Mr. Dumovic; yes, and Mrs. Holquist, yes – motions carry.**

## **XII. ACTION ITEMS**

### **Operations and Finance**

1. **American Rescue Plan-ESSER Grant & American Rescue Plan-Non Title I: Project period 2021-2024**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the allocations and approves the submission of the American Rescue Plan Grants: ESSER and Non-Title I. Grant fund allocations to be utilized in the areas of; accelerated learning support, beyond the learning support, mental health support, and extend summer learning support.

### **Personnel and Human Resources**

1. **Extra Support Staff**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of extra support staff to serve as needed, as one to one support aide for one (1) out of district student (ID #14141029) to participate in the school play on 10/27/21 , 11/16/21, and for the remainder of the school play during the 2021-2022 school year.

2. **Substitute Teacher - Sayrah Garrison Fogle**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Sayrah Garrison Fogle, pending completion of paperwork, as a Substitute Teacher, at the current rate of \$92.00 per day for the 2021-2022 school year.

**Mr. Thayyar moved to approve the Action Items for November 23, 2021; Operations and Finance item 1 and Personnel & Human Resources items 1-2, seconded by Mr. Gondek, and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Mr. Gondek; yes, Mrs. Mody; yes, Mr. Thayyar; yes, and Mrs. Holquist, yes – motions carry.**

## **XIII. Discussion**

## **XIV. Verbal Communications from the Public – None.**

## **XV. 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 a confidential student matter in regards to a HIB. 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. Thayyar, seconded by Mr. Gondek to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 8:22 pm.**

**XVI. Reconvene Open Regular Session Meeting**

Moved by Mr. Thayyar, second by Dr. Mandel, to reconvene to the Regular Session Meeting at 8:55 pm., unanimously carried in a voice vote.

1. **Harassment/Intimidation/Bullying Reports**

**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, reject, modify*) the Superintendent's recommendations for:

Incident #MTMS 38 (*accepts, rejects, modifies*)

2. **Harassment/Intimidation/Bullying Reports**

**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, reject, modify*) the Superintendent's recommendations for:

Incident #MTMS 39 (*accepts, rejects, modifies*)

**Mr. Thayyar moved to approve the acceptance of HIB report of Incident #MTMS 38 and HIB report of Incident #MTMS 39, seconded by Mr. Gondek, and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Mr. Gondek; yes, Mrs. Mody; yes, Mr. Thayyar; yes, and Mrs. Holquist, yes – motions carry.**

**XVII. Adjournment**

Moved by Mr. Thayyar second by Mrs. Mody to adjourn the regular meeting on November 23, 2021. The meeting was adjourned at 9:00 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary