

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
REGULAR SESSION MEETING MINUTES
TUESDAY, FEBRUARY 28, 2023 @ 7:30 PM**

I. Call to Order

The meeting was called to order at 7:34 pm.

II. Flag Salute - Mrs. Mody led the flag salute.

III. Roll Call of the Board of Education

Mrs. Joan Mody	President	Present
Mr. Andrew Christmann	Vice President	Present
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Absent
Mr. Thomas Keeling		Present
Dr. Rekha Mandel		Present
Mrs. Diana Orban Brown		Absent

Also, present: Dr. Salvatore Constantino, Superintendent
Mrs. Donna Mosner, School Business Administrator
Ms. Serena Mody – Student Representative to the Board of Education
Mr. Nicholas Angrisani, MTMS Assistant Principal
General Public – 18

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. Board President’s Report – Please pay attention to next month's meeting dates, it is a typical meeting month, we have meetings on the second and third Tuesday, instead of the third and fourth to approve the tentative budget at the work session.

VI. Student Representative to the Board of Education - Serena Mody

3 major events (most enjoyed by the student body)

- The 5th grade had “Heritage Day” last week
 - ◆ each student researches their culture and shares it with the class
 - ◆ everyone dresses up and brings in different food
- Both girls and boys basketball won county championships
 - ◆ so far we have won all 6 championships, hopefully, we continue that winning streak!
 - ◆ everyone is really proud of this- lots of students included this in their music anthems

(final music project)

- [Anthems Presentation 8A T2](#) (link to 8A music project)
- Jump Rope for Heart
 - ◆ fifth graders rotated through stations, jump roping for an hour
 - gets kids active
 - raises money for cardiovascular research and outreach programs
 - ◆ older grades volunteered with the peer leaders

What Student Body looks forward to in March....

- Mendham Madness
 - ◆ schoolwide basketball tournament this Friday
 - ◆ students vs teachers is a really exciting event
- School Play Coming Soon
 - ◆ “Your a Good Man Charlie Brown”
- 8th Grade is doing a research paper on beauty as it relates to *Uglies*
 - *Ex. influence of beauty standards on minorities*
 - *Ex. extreme cosmetic surgery around the world*

Thanks to the board for all your hard work!

VII. Superintendent’s Report

- District Updates, News, and Events

Some Legislative updates from a meeting I attended today. There is currently lots of chatter around **mental health** – look for additional bills to be introduced in the coming weeks. **HIB changes** are in order and we can anticipate bill introductions soon. The Assembly Republican office held a press conference this week touting a **new school funding proposal**. The **SDA bill** was released from committee and is scheduled for a vote by the full Assembly on Monday. My association along with the NJSBA continues to object to the inclusion of **charter schools**. That said, the final version does include charters. Once the bill passes the full Assembly, it will start its journey in the Senate. I have no indication how quickly it will move, but since it is sponsored by Speaker Coughlin, it would not surprise me if this lands on the Governor’s desk by the Budget break at the end of March. Next week launches with Sessions in both Houses on Monday.

Today at 2 p.m. the Governor presented his Budget. His address spoke to additional funding provided for education, we expect details on Thursday afternoon.

At MTMS...

On March 10, 2023, Mrs. Fazio and her grade 5 social studies students will host a Community Roundtable and are looking for MTMS parents, family members, and or friends to participate.

The fifth-grade students recently completed a unit of study based on the following:

The American Dream is defined by Merriam-Webster as, “an American social ideal that stresses egalitarianism and especially material prosperity.” When 23 million immigrants arrived in the United States of America between 1880-1920, most came seeking the American Dream. Was the American dream a myth or reality? Our students explored immigrants’ experiences through rich literature and discussion. They ultimately drafted a five-paragraph essay making arguments for whether or not they believed the American Dream was a myth or

reality for the 23 million immigrants who arrived in the United States of America between 1880-1920. Students shared their thoughts and opinions freely and made connections and comparisons using what they have learned through the readings and class discussions.

I would like to introduce - Mr. Nicholas Angrisani, MTMS Assistant Principal to present with the students from MTMS

Now, our students would like to hear present-day stories and experiences regarding members of our community and their experiences with the American Dream. If you are free on March 10 from 1:15 pm to 2:50 pm and would like to share with our students - please let me know.

Some guiding questions - topics to think about.

- What is your definition of the American Dream?
- Is the American dream a myth or a reality?
- Have you achieved the American Dream?
- Describe your path to (or away from) the American dream.
- Do you believe your experiences are unique? How? Why?
- Ideas that might make the American Dream more accessible to all?

We will have guests from MTMS. The program is in support of former Mendham Township Middle School Student, Katelyn Liloia, who is seeking her Girl Scout Gold Award. In this program, our students shared their love and knowledge of the Spanish language and culture with children admitted into Children's Hospitals by creating an online mini-lesson, storybook, interactive activity, craft, game, or video that teaches basic Spanish. Students were asked to give back to a community of children and their families by participating in an outreach service project. We are looking forward to having the students once again.

Dr. Constantino commented that he has been here for twelve years and that this was one of the most amazing presentations, I am so very proud of you all and that you represent us.

Mrs. Mody – Thank you, Dr. Constantino, this reminds us what we are doing and why we are here!

VIII. Board Secretary's Report

➤ Finance:

Ethics Disclosure Forms – 2023 Personal/Relative and Financial Disclosure Statements

The School Ethics Commission (SEC) has established an electronic method for all school districts to complete Personal/Relative and Financial Disclosure Statements (Disclosure Statements), which are required to be filed by all school officials on an annual basis.

The School Ethics Act (Act), N.J.S.A. 18A:12-25, and N.J.S.A. 18A:12-26 in particular require school officials who filed Disclosure Statements in the previous year (2022) to file new Disclosure Statements annually by April 30 during their term of office. Also, school officials who are newly elected or newly appointed to a school district are required to fill one out as well.

This is a friendly reminder to those of you that have not completed this to please check your email for the code and link that was sent to you to fill this annual form out so that I can check it and certify it and send it on to the county for review and final approval.

For those of you that have, I truly appreciate you taking the time to do so. Thank you!

IX. Correspondence – None.

X. Committee Reports

Ops & Finance – Mr. Christmann delivered the report – met on both February 23 & 24, 2023

Dr. Constantino delivered a slide presentation on the tentative 2023-2024 school budget

Ad Hoc – ESIP & Referendum – Mr. Keeling delivered the report

XI. Consent Items

Approval of Minutes

Regular Session Minutes: January 24, 2023

Curriculum and Instruction

1. **Contract with Anne Hunkler Karanikas**

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Anne Hunkler Karanikas for contracted Functional Behavioral Assessment within the school effective January 23, 2023, for one (1) student (ID#s 14532703). Anne Hunkler Karanikas will provide 5 hours of consultation per term of the contract at a rate of \$80/hr.

2. **Tuition Contract with Fusion Learning, Inc**

BE IT RESOLVED that the Mendham Township Board of Education, approves the Supplemental Math Services Tuition Contract with Fusion Learning, Inc, effective January 30, 2023, to May 31, 2023, for one (1) student (15107606) at a tuition of \$5,100.00.

3. **Middle School Participation in WMMHS “Future Educators Program”**

BE IT RESOLVED that the Mendham Township Board of Education approves the Middle School’s participation in WMMHS Future Educators Program to be held on March 16, 2023.

4. **County College of Morris Teacher Educator Program**

BE IT RESOLVED that the Mendham Township Board of Education approves Rachel Wong, County College of Morris Educators Program, eight hours of classroom observation in the Middle School World Language classes and one hour of observation in Special Education classes as part of her Alternate Route Program.

5. **New - Elementary School Field Trips (Attachments)**

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trips for the 2022-2023 school year:

Date	Grade	Activity	Chaperones
04/28/23	4th Grade Quest	Liberty Science Center Jersey City, NJ	Theresa McNamara
05/08/23	2nd Grade	Turtle Back Zoo West Orange, NJ	Briana D'Almeida Andrea Fattorusso Katelyn Jones Kristin Miller Theresa Milow Kevin O'Keefe Darlyne Pieper
05/31/23	4th Grade Chorus	Drew University Madison, NJ	Lauren Johnson Christine Rollo

6. **New - Middle School Field Trip** (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trip for the 2022-2023 school year:

Date	Grade	Activity	Chaperones
04/28/23 04/29/23 04/30/23	7th Grade Students	Club Getaway Kent, CT	Elizabeth Barter Catherine Gustavsen Perry Hooker Fernando Rivera

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate of \$250.00 per night to the above chaperones attending the Club Getaway field trip.

7. **New - Middle School School Service Group Fundraiser**

BE IT RESOLVED that the Mendham Township Board of Education approves the following Middle School Service Group Fundraiser for the 2022-2023 school year:

Date	Activity/Dates	Staff
05/04/23 Rain Date: 05/11/23	MTMS Global Tailgate/ Teacher Appreciation \$30.00 per car All proceeds donated to "Syrian Medical American Society"	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 January 2023 that no major accounts and fund balances in the 2022/2023 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 January 2023 Board Secretary’s Reports.

3. **Treasurer’s Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the January 2023 Treasurer’s Reports.

4. **January 2023 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approves the January 2023 transfer report.

5. **February 2023 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the final February 2023 Bills List. This includes payroll checks N0450 through N0452 and N0455 through N0457 and N0458 through N0446.

Fund 10	\$ 87,834.36
Fund 11	\$ 2,429,265.70
Fund 20	\$ 13,414.50
Fund 30	\$ 124,090.56
Fund 40	\$ 263,798.75
Fund 60	\$ 31,379.61
Fund 80	\$ 7,176.73
Fund 95	\$ 520.00
Total:	<u>\$ 2,957,480.21</u>

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
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NJSBGA Chapter Meeting	02/21/23	Scott Bellows Michael Marini	\$0	\$0
NJ School Buildings and Grounds Conference	03/19/23 03/20/23 03/21/23 03/22/23	Scott Bellows Michael Marini	\$300.00 each Lodging \$325.00 each Conference + Mileage Reimbursement	\$600.00 Lodging \$650.00 Conference + Mileage Reimbursement
19th Annual School Counselor Conference	04/21/23	Hillary Clark Alexandria Ferenc Jacqueline Medina Michelle Molle	\$35.00 each + 1 Substitute Teacher	\$140.00 + 1 Substitute Teacher
Google Educator Level 1 & Level 2	04/28/23 05/01/23 05/15/23	Salvatore Constantino Robert Koroski	\$510.00 each	\$1,020.00

7. **Authorization to Invest funds with New Jersey Asset & Rebate Management Program (NJARM)**

BE IT RESOLVED by the Mendham Township Board of Education as follows:

1. The Mendham Township Board of Education hereby finds and determines that

(a) it has been received and reviewed

(i) the Information Statement dated as of January 3, 2005, describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and

(ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and

(b) has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Mendham Township Board of Education has determined that it is in the best interests of the district to authorize Mrs. Donna Mosner on behalf of the Mendham Township Board of Education to participate in NJ/ARM.

2. The Program Agreement is hereby approved and the Business Administrator is authorized to execute the Program Agreement on behalf of the Mendham Township Board of Education.

3. U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Mendham Township Board of Education, in Mendham Township, Morris County.

4. The Mendham Township Board of Education acknowledges that its decision to authorize participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.

5. This resolution shall take effect immediately upon its adoption.

8. **Waiver of Special Education Medicaid Initiative (SEMI) Program 2023-2024** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the following resolution:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2023-2024 budget year, and

WHEREAS, the Mendham Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid-eligible classified students OR participation in SEMI would not provide a cost-benefit to the district based on the projection of the district's available SEMI reimbursement for the 2023-2024 budget year, and

WHEREAS, the waiver request is based on the 2022-2023 Revenue report received from the NJ DOE, the free and reduced lunch count for special education students, and the 2022-2023 Revenue Projection report from the NJDOE and

NOW, THEREFORE BE IT RESOLVED that the Mendham Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2023-2024 school year.

Personnel and Human Resources

1. **Exude Human Capital Proposal** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education accepts the Proposal for Recruiting Assessment Consulting from Exude Human Capital.

2. **Staff Resignation - Lacey Neil** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Lacey Neil, Instructional Aide, dated and effective February 2, 2023.

3. **Leave of Absence - Nancy Hammer**

BE IT RESOLVED that the Board hereby approves Nancy Hammer, Elementary School Instructional Aide, for a leave of absence, commencing February 7, 2023, while utilizing accumulated sick days, under the Federal Family Medical Leave Act (FMLA).

BE IT FURTHER RESOLVED that the Board hereby approves Nancy Hammer to return to work at a later date, pending re-evaluation and certification from a physician.

4. **Leave of Absence - Kellie DeGise (REVISED)**

BE IT RESOLVED that the Board hereby approves Kellie DeGise, Elementary School Teacher, for a leave of absence, having received doctor’s certification, commencing January 9, 2023, while utilizing Thirty-eight (38) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on April 7, 2023.

BE IT FURTHER RESOLVED that the Board hereby approves Twelve (12) weeks under the NJ Family Leave Act (FLA) for Kellie DeGise, commencing on March 6, 2023, through June 8, 2023, as requested in writing;

BE IT FURTHER RESOLVED that the Board hereby approves Kellie DeGise with an anticipated return to work date of August 31, 2023, for the 2023-2024 school year.

5. **Leave Replacement - Laura Gavilanes, Elementary School 4th Grade Teacher (REVISED)**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Laura Gavilanes as a Leave Replacement Elementary School 4th Grade Teacher, effective date of January 9, 2023, through June 8, 2023, (previously approved end date of May 29, 2023), at a prorated salary of \$68,380.00, M/BA+45, Step 14.

6. **Public Relations Schedule B Stipend Position**

BE IT RESOLVED that the Mendham Township Board of Education approves the following staff member as Public Relations Liaison for the 2022-2023 school year:

Activity	2022-2023 School Year	Staff Member
Public Relations Liaison	\$3,000.00	Andrea Scalfani

7. **New Hire - Rachel Mills, Lunch/Recess Aide**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Rachel Mills, Elementary School Lunch/Recess Aide, at an hourly rate of \$14.13, effective March 1, 2023, for the 2022-2023 school year.

8. **Extra Hours - Deborah Nisivoccia**

BE IT RESOLVED that the Mendham Township Board of Education approves extra hours for Deborah Nisivoccia, having covered 3 hours of zero period, 01/17/23, 01/18/23, and 01/23/23, at an hourly rate of \$33.92.

9. **Unpaid Absence - Deborah Getchius**

BE IT RESOLVED that the Mendham Township Board of Education approves Deborah Getchius to take February 21, 2023, through February 28, 2023, as an unpaid absence.

10. **Leave Replacement - MacKenzie Storms, Elementary School Special Education Teacher/LLD**

BE IT RESOLVED that the Mendham Township Board of Education approves MacKenzie Storms, having received her CEAS Teaching Certification, to be placed on the guide at a prorated salary of \$59,355.00,

M/BA+45, Step 1, effective March 1, 2023. Ms. Storms was previously approved by the Board on October 18, 2022.

11. **Mentor for Provisional Teacher**

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
Ann Quidore	Cilem Kanca	CE	\$275.00

Policy and Planning

1. **First Reading** (*Attachment*)

BE IT RESOLVED that the Mendham Township Board of Education approves the First reading of the following policy:

P 0168 Recording Board Meetings (Revised)

2. **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 1648.11 The Road Forward COVID-19-Health and Safety (M) (Abolished)

P 1648.13 School Employee Vaccination Requirements (M) (Abolished)

P 0152 Board Officers (Revised)

P 0161 Call, Adjournment, and Cancellation (Revised)

P 0162 Notice of Board Meetings (Revised)

P & R 2423 Bilingual and ESL Education (M) (Revised)

P 2425 Emergency Virtual or Remote Instruction Program (M) (Revised)

R 2425 Emergency Virtual or Remote Instruction Program (M) (New)

P & R 5200 Attendance (M) (Revised)

P 5512 Harassment, Intimidation, or Bullying (M) (Revised)

P 8140 Student Enrollment (M) (Revised)

R 8140 Enrollment Accounting (M) (Revised)

P & R 8330 Student Records (M) (Revised)

R 8420.2 Bomb Threats (M) (Revised)

R 8420.7 Lockdown Procedures (M) (Revised)

R 8420.10 Active Shooter (M) (Revised)

DEIA

1. **Amendment to District/Board of Education Goals**

BE IT RESOLVED that the Mendham Township Board of Education approves the following revisions to the Board of Education Goals for 2022-2023:

CURRENT:

Building on the District and Board goals in 2020-2021, the Board of Education will support the implementation of the Anti-Racism standards across the District. The Board will continue to partner with the Achievement Network to support teachers and administrators in addressing issues related to Diversity, Equity, Inclusivity, and Accessibility for students.

REVISED:

Building on the District and Board goals in 2021-2022, the MTBOE will support and monitor a review of the strategy, practices, and policies of our employee recruitment program. The District will engage in a systematic process to sample, evaluate, and assess the controls with our current recruitment program. This audit will yield both quantitative and qualitative data points, which will serve as the foundation for corrective action or process enhancements. The focus will include the following areas:

- Planning: Resource planning
- Recruiting: Applicant Tracking, Job Descriptions, Job Posting, Career Page
- Selection: Hiring process, interviewing questions, offer letter, background check
- Management of policies & procedures
- The goal will include the following deliverables:
- A completed audit with a written report on findings recommended next steps and HR/DEI implications

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the following revisions to the District Goals for 2022-2023:

CURRENT:

Building on the District and Board goals in 2021-2022, the MTSD will support the implementation of the Anti-Racism standards across the District. The MTSD will continue to partner with the Achievement Network to support teachers and administrators in addressing issues related to Diversity, Equity, Inclusivity, and Accessibility for students.

REVISED:

Building on the District and Board goals in 2021-2022, the MTSD will review the strategy, practices, and policies of our employee recruitment program. We will engage in a systematic process to sample, evaluate, and assess the controls with our current recruitment program. This audit will yield both quantitative and qualitative data points, which will serve as the foundation for corrective action or process enhancements. The focus will include the following areas:

- Planning: Resource planning
- Recruiting: Applicant Tracking, Job Descriptions, Job Posting, Career Page
- Selection: Hiring process, interviewing questions, offer letter, background check
- Management of policies & procedures
- The goal will include the following deliverables:
- A completed audit with a written report on findings recommended next steps and HR/DEI implications

Mr. Keeling moved to approve the Committee Reports and the Consent Items for February 28, 2023; Approval of Regular Session Minutes, Curriculum & Instruction items 1-7, Operations & Finance items 1-8, Personnel & Human Resources items 1-11, Policy and Planning items 1-2, DEIA item 1, seconded by Dr. Mandel and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Dr. Mandel; yes, Mr. Keeling; yes, Mr. Christmann; yes, and Mrs. Mody, yes – motions carry.

XII. ACTION ITEMS

Operations and Finance

1. Birch Agency Client Services Contract (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the contract with Birch Agency to provide Special Education Professionals for the 2022-2023 school year.

Personnel and Human Resources

1. Leave of Absence - Dori Smyth

BE IT RESOLVED that the Board hereby approves Dori Smyth, Elementary School Teacher, for a leave of absence, commencing February 21, 2023, while utilizing accumulated sick days, under the Federal Family Medical Leave Act (FMLA).

BE IT FURTHER RESOLVED that the Board hereby approves Dori Smyth to return to work at a later date, pending certification from the physician.

Mr. Christmann moved to approve the Action Items for February 28, 2023; Operations & Finance item 1, Personnel & Human Resources item 1, seconded by Mr. Keeling and the motion was CARRIED in a roll call vote: Dr. Mandel; yes, Mr. Keeling; yes, Mr. Christmann; yes, Mr. Dubeck; yes, and Mrs. Mody, yes – motions carry.

XIII. Discussion

Mr. Christmann – having the owl system, the microphones, and the podium, makes our meeting look and feel much more official, as it should be.

Mr. Keeling – I loved seeing the students here tonight, it was incredible, reminds me what it is all about.

Dr. Constantino – we are going to be doing this each month with the assistance of our VP.

XIV. Verbal Communications from the Public – None.

XV. Adjournment - Moved by Dr. Mandel second by Mr. Keeling to adjourn the meeting. The meeting was adjourned at 8:57 pm.

Respectfully submitted,



Donna Mosner
School Business Administrator/Board Secretary