

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

**I. Call to Order** - The meeting was called to order at 7:30 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
Mrs. Rochelle Abraham		Absent
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Absent
Dr. Rekha Mandel		Present

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

**IV. Sunshine Law** - Mrs. Mody 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, 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 and 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** – I would like to sincerely thank everyone for the time they give to the district and express my sincerest gratitude for their time, energy, and collaboration. Have a happy and healthy Thanksgiving weekend with your family. Based upon the discussions at the last meeting we need to all remember to have a sense of collaboration in trust and give everyone the benefit of doubt and provide an example to our students.

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

I echo what Ms. Mody said - thank you to everyone here for all your hard work

3 Major Events (most enjoyed by the student body)

- All of our sports teams did exceptionally well this season
  - ◆ Boys and Girls Soccer both were ranked first place
  - ◆ Cross-country won the Counties
    - made slideshows in the lobby
    - got trophies
    - Girl’s soccer even got a banner (when there was a mix-up with their trophy) and Mr. DePugh, the gym teacher, drove all the way to Pennsylvania to get it
- 3 students were accepted into the Honors NJ Regional Choir

- also mention the music project where students created and performed songs for the class
  - ◆ big honor (extremely hard to get into)
  - ◆ one of our students actually got second place out of all the people that auditioned which is huge
- Thanksgiving Food Drive
  - ◆ there's a big competition going and we have raised a lot of food for people who can't afford it for thanksgiving

Something We're looking forward to in December

- Winter Concerts
  - ◆ band
  - ◆ orchestra
  - ◆ chorus
- Eighth-Grade Mock Trials
  - ◆ case about a guy named Taylor Malcolm who provokes a gorilla and gets bit in a zoo with limited safety, the plaintiff sues the zoo for his injuries
  - ◆ case about a girl who passes out and dies after a party she wasn't invited to, the plaintiff sues the homeowners for allowing her to drink

## VII. Superintendent's Report

- Board and District Goals
  - Assigned to committees for review in December
  - Action plans and reports to follow
- Addressing Building Capacity
  - Review of the previous presentation
  - Additional discussions regarding negotiations and contracts to take place during executive session reported to the public in December
- 22-23 Budget Update (Presentation)
- Calendar of Events
  - *Committee Meetings – Week of December 5, 2022*
    - Monday (8:00 AM Google Meet) – Curriculum
    - Tuesday (8:30 AM Google Meet) – Ops/Finance
    - Wednesday (8:00 AM Google Meet) – Policy
    - Thursday (8:30 AM Google Meet) – Personnel
    - Friday (8:30 AM Google Meet) – Ad Hoc ESIP – not needed at this time
  - December 13, 2022 - Regular Meeting
  - January 10, 2023 - Reorganization Meeting
  - *Committee Meetings – Week of January 16, 2023 (Time/Dates TBD)*
  - January 24, 2023 - Regular Meeting

## VIII. Board Secretary's Report

### ➤ Finance:

OWL LABS - Create an immersive hybrid meeting experience in any space with the intelligent 360-degree camera, microphone, and speaker that gets smarter over time. This is a do-it-all device that works hard for your team. With a panoramic 360-degree camera renders a 10 ft. radius of the room, and a microphone 18 ft audio pickup that catches audio from all angles so that you can hear meeting members from all around the room in all areas. The quote for the system is in my folder.

**NJSBA’S 3RS: ROLES, RESPONSIBILITIES, AND RESOURCES**

NJSBA is hosting regional programs designed to provide board members with important information that is needed as a new board member. The programs will cover a variety of topics and will offer ample opportunities to ask questions and network with board members from other districts.

This meeting is designed to educate our newly elected board members; however, it will be informative and useful to established board members as well.

***Topics include:***

- The functions of a board of education
- Board member responsibilities
- Services available to you from NJSBA
- Strategies and tips to survive and thrive in your first year of service

There is no cost for you or your school district to attend the program. This program offers one Board Member Academy credit. All programs run from 7 - 8:30 p.m. with registration and light refreshments at 6:30 p.m. Those interested are encouraged to attend at the location most convenient for you, regardless of your district location.

Thursday, December 1, 2022, at Montville Township High School - 7:00 pm - 8:30 pm

**IX. Correspondence - None**

**X. Committee Reports**

**XI. Official Results of Election - November 8, 2022**

Official results of the November 8, 2022, School Board Elections for three, three-year terms on the Mendham Township Board of Elections were as follows:

<u>Candidates (Four Candidates - 3 Seats - 3-Year Term)</u>	<u>Total Votes</u>
Rochelle Abraham	1,344 (21.85%)
Andrew Christman	1,599 (25.99%)
Joan Mody	1,665 (27.06%)
Diana Orban Brown	1,471 (23.91%)
WRITE-IN VOTES	<u>73</u> ( 1.19%)
<b>TOTAL VOTES CAST</b>	<b>6,152</b>

**XII. Consent Items**

**Approval of Minutes**

Work Session Minutes: October 11, 2022

Regular Session Minutes: October 18, 2022

**Approval of Executive Minutes**

Work Session Executive Minutes: October 11, 2022

Regular Session Executive Minutes: October 18, 2022

**Curriculum and Instruction**

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

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

Date	Grade	Activity	Chaperones
12/01/22 Snow date 12/06/22	3rd Grade	STEAM Adventures, Morristown Unitarian Fellowship	Theresa McNamara 1 additional teacher (TBD) Kerri McCloskey (Nurse)
02/10/23	3rd Grade	Centenary University	Amy Fortuin Amanda Fullem Molly Koller Rachel Paciello Savannah Quinn Clare Riina Eileen Scanlan Beth Smith
04/21/23	3rd Grade	Liberty Science Center	Cara Dawes Amy Fortuin Amanda Fullem Molly Koller Rachel Paciello Savannah Quinn Clare Riina Beth Smith

2. **Middle School Field Trip - Confirmation of Field Trip** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Middle School field trip for the 2022-2023 school year, previously approved by the Board on July 19, 2022.

Date	Grade	Activity	Chaperones
01/06/23	8th Grade	New York City, NY	Elizabeth Barter Donna Casagrande Erin Giarrusso Perry Hooker Carol Hueston Jaqueline Medina Catherine Moore Amanda Porter

			Fernando Rivera
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**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves payment at the contractual rate of \$120.00 for field trips that extend the day by more than two (2) hours to the above chaperones attending the New York City field trip.

3. **New - Middle School Field Trip**

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

Date	Grade	Activity	Chaperones
01/09/23	8th Grade	Articulation Concert, West Morris Mendham High School	Russell Branch Michael Mahadeen Catherine Moore Karen 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 2022 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 October 2022 Board Secretary's Reports.

3. **Treasurer's Report**

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

4. **October 2022 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the October 2022 transfer report.

5. **November 2022 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the final year-end November 2022 Bills List. This includes payroll checks N0428 through N0434.

Fund 10	\$ 56,672.21
Fund 11	\$2,162,368.13
Fund 20	\$ 21,256.00
Fund 30	\$ 121,931.65
Fund 60	\$ 56,729.77
Fund 95	<u>\$ 680.00</u>
Total:	<u>\$2,419,637.76</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
National Conference	02/21/23	Lauren Johnson	\$346.00 + Substitute Teacher	\$346.00 + Substitute Teacher
American Choral	02/22/23			
Directors Association	02/23/23			
	02/24/23			
	02/25/23			

7. **Use of District Facilities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2022-2023 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
CheerNastics	<u>ES</u> Gym	Tuesdays & Thursdays 11/15/22 - 03/01/23	8:00 am - 8:45 am	Briana Panetta

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

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the School Safety and Security Plan Statement of Assurance to the New Jersey Department of Education for the 2022-2023 school year.

9. **School Bus Emergency Evacuation Drill Reports** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from Mendham Township Middle School at 16 Washington Valley Road, Brookside, NJ detailing the October 6, 2022 drill at 8:05 a.m., supervised by Dr. Ciccone and Elia Christina Kerekgyarto.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from Mendham Township Elementary School at 18 West Main Street, Brookside, NJ detailing the October 6, 2022 drill at 8:40 a.m., supervised by Elia Christina Kerekgyarto.

**Personnel and Human Resources**

1. **Resignation: Shanae Marshall, Lunch/Recess Aide** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the resignation of Shanae Marshall, Elementary School Lunch/Recess Aide dated October 23, 2022, effective November 6, 2022.

2. **Leave of Absence-Deborah Templin**

**BE IT RESOLVED** that the Board hereby approves Deborah Templin, School Bus Driver, for a leave of absence, having received doctor's certification, commencing November 4, 2022, while utilizing accumulated sick days, under the Federal Family Medical Leave Act (FMLA).

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

3. **Leave of Absence-Lacey Neil-(REVISED)**

**BE IT RESOLVED** that the Board hereby approves Lacey Neil, Elementary School Instructional Aide, for an extended unpaid leave of absence, (Not covered under the FMLA) having received doctor's certification, commencing November 28, 2022.

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

4. **Extra Hours: Instructional Aide Services - Christine Rollo**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$22.36 for Christine Rollo to provide aide services for student #15360987 during Zero Period chorus at Mendham Township Elementary School on Wednesdays and Fridays starting October 19, 2022, through the remainder of the 2022-2023 school year.

5. **Extra Hours: Michelle Molle Krowiak, Part-Time School Counselor**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$51.16 for Michelle Molle Krowiak having attended an SEL Morning Meeting Training on October 10, 2022.

6. **Elementary School Schedule B Stipend Position for 2022-2023**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following 2022-2023 Co-Curricular Stipend position for the Elementary School:

Activity	2022-2023 Salary	Staff Member
Kids Heart Challenge Fundraiser	\$225.00	Briana Panetta

7. **Middle School Chaperones - Student Council Dance**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment, at the contractual rate of \$100.00, to the below chaperones attending the October 31, 2022, Middle School Student Council Dance:

Catherine Gustavsen, Erica Hays, Elizabeth Hollman, Jessica Mallonee, Amanda Porter, Lauren Procanik

8. **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
Dawn Cullinan	MacKenzie Storms	CEAS	\$275.00

9. **Substitute Teachers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Substitute Teachers, for the 2022-2023 school year at the current rate of \$125.00 per day.

Cindy Nicol, Nadia Cunningham

**Policy and Planning**

1. **Second Reading** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the second reading and adoption of the following policy:

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

**Dr. Mandel moved to approve the Committee Reports and the Consent Items for November 22, 2022; Acceptance of Committee Reports as presented, Approval of Work Session and Regular Sessions Minutes and Executive Session Minutes, Curriculum & Instruction items 1-3, Operations & Finance items 1 – 9, Personnel & Human Resources items 1 – 9, Policy item 1, seconded by Mr. Dumovic and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Dumovic; yes, Dr. Mandel; yes, Mr. Christmann; yes, and Mrs. Mody; yes – motions carry.**



Mr. Christmann moved to relocate Executive Session to the end of the meeting, seconded by Mr. Dumovic and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Dr. Mandel; yes, Mr. Christmann; yes, Mr. Dubeck; yes, and Mrs. Mody; yes – motion carries.

**XIII. ACTION ITEMS**

**Curriculum and Instruction**

1. **Contract with Anne Hunkler Karanikas**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunkler Karanikas for contracted Functional Behavioral Assessment within the school effective 11/23/22 for one (1) student (ID#14532735). Anne will provide 5 hours of consultation per term of the contract at a rate of \$80/hr.

**Personnel and Human Resources**

1. **Substitute Transportation Driver - Daniel Wood**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Daniel Wood as a Substitute Transportation Driver, pending completion of paperwork, at an hourly rate of \$23.50 effective November 23, 2022, for the 2022-2023 school year.

2. **Middle School Chaperones - Student School-Wide Event**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment, at the contractual rate of \$100.00, to the below chaperones attending the December 9, 2022, Middle School - Student School Wide Event:

Franziska Dragon, Elizabeth Hollman, Catherine Moore, Lauren Procanik

3. **Middle School Schedule B Stipend Position 2022-2023**

**BE IT RESOLVED** that the Board of Education approves the following 2022-2023 Co-Curricular Stipend positions for the Middle School:

Activity	2022-2023 Salary	Staff Member
Play Liaison	\$3,043.00	Christine Rollo

**Mr. Debeck moved to approve the Action Items from November 22, 2022, as presented; Curriculum and Instruction item 1, Operation and Finance item 0, Personnel and Human Resources items 1-3, seconded by Dr. Mandel and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dubeck; yes, Mr. Dumovic; yes, Dr. Mandel; yes, and Mrs. Mody; yes – motions carry.**

**XIV. Verbal Communications from the Public**

Mrs. Orban Brown – deeply appreciate a peek at the proposed 2023-2024 proposed budget, the presentation was laid out well. The prospect of such an increase due to health benefits is breathtaking, seems like everyone is facing the same issue. This needs to be offset without changing the quality of education offered.

Good discussion to not move forward with the purchase of the property, a rental option would be much more reasonable.

Moving ahead with the hybrid Owl Labs is wonderful – an appreciative and generous option for the public.

I do think that there needs to be more involvement with the public for the budget, being proactive towards the community possibly by interviewing the patch to get the information out there since the budget will be extremely difficult this year for everyone. 75% of the residents are seniors with no children which makes it tough but it is an asset to keep the seniors involved.

Mrs. Mody closed public comment @ 8:40 pm

**XV. Discussion – None.**

**XVI. 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 legal issues/negotiation 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 Dr. Mandel, seconded by Mr. Dumovic to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 8:40 p.m.**

**XVII. Reconvene Open Regular Session Meeting**

Moved by Mr. Christmann, seconded by Dr. Mandel, to reconvene to the Regular Session Meeting at 9:04 p.m., unanimously carried in a voice vote.

**XVIII. Adjournment**

Moved by Mr. Dubeck seconded by Dr. Mandel adjourn the regular monthly meeting on November 22, 2022. The meeting was adjourned at 9:04 pm.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary