

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

**I. Call to Order**

The meeting was called to order at 7:30 p.m.

**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		Present
Mr. Thomas Keeling		Present
Dr. Rekha Mandel		Present
Mrs. Diana Orban Brown		Present

Also, present: Dr. Salvatore Constantino, Superintendent  
Mrs. Donna Mosner, School Business Administrator  
Mr. Nicholas Angrisani, MTMS Vice Principal  
Mrs. Procanik, MTMS Social Studies Teacher  
General Public - approximately thirty-four

**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, 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 News and Updates

➤ MS Social Studies Teacher, Ms. Procanik & Students - Presentation

*I am pleased to welcome some of our wonderful 6th-grade students from MTMS and their teacher Lauren Procranik. I am so excited that they are able to share their amazing projects with you tonight.*

*I want to take a minute and thank our student council and our new student representative, Rachel Christie. We will certainly enjoy and benefit from the input and information that she will provide us over the remainder of 23-24 school year. Thank you so much for being with us.*

*\*Update - Rachel will not be with us tonight.*

*Over the last few weeks, there have been several meetings between our staff at MTMS and our child study team with the staff at WMMHS. I am proud to report that our students are doing very well and that we are continuing our collaboration on curriculum, programming, and standards.*

*On December 12, we are going to have a representative from NJSBA at our meeting to continue our professional development programming. The topic will be HIB Updates and Board/Community Relations.*

*According to US News and World Report - Mendham Township Middle School ranked number 7 among the top 10 public middle schools in NJ. Mendham Township Elementary School is ranked #25 in New Jersey Elementary Schools. The news outlet based its 2024 Best Elementary and Middle School rankings on publicly available data from the U.S. Department of Education, focusing on student proficiency in core subject areas.*

**VI. Board Secretary's Report** - *No release of budget info from the gov. Tax levy for 23-24 and beyond with 2% plus allowable increase. The chart also shows two main fixed cost areas. (3.5% and 8%) - 800K over 2%*

**VII. Board President's Report** - *Draft standards in the folder, will vote on them as an action item. Feel good about them "Northstar" for our board. Accountable to each other and will conduct ourselves very well.*

**VIII. Correspondence** - *None.*

**IX. Committee Reports**

**X. Official Results of Election - November 7, 2023**

Official results of November 7, 2023, School Board Elections for two, three-year term on the Mendham Township Board of Elections were as follows:

<u>Candidates (Two Candidate - 2 Seat - 3-Year Term)</u>	<u>Total Votes</u>
Thomas Keeling	1,403
Rekha Mandel	1,124

**XI. Consent Items**

**Approval of Minutes**

Work Session Minutes: October 10, 2023

Regular Session Minutes: October 17, 2023

**Approval of Executive Minutes**

Executive Session Minutes: October 10, 2023

**Curriculum and Instruction**

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

**BE IT RESOLVED** that the Mendham Township Board of Education approve the submission of the School Safety and Security Plan Statement of Assurance to the New Jersey Department of Education for the 2023-2024 school year.

2. **Contract with Dr. Joel E. Morgan (Neuropsychology Assoc. of NJ)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Dr. Joel E. Morgan (Neuropsychology Assoc. of NJ) for contracted Comprehensive Neuropsychological Evaluation outside the school on 11/29/23 for one (1) student (ID#s 14038010) not to exceed \$5,000.00.

3. **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 to be completed between November 29, 2023, and June 9, 2024, for one (1) student (ID#s 4874605806). Anne Hunkler Karanikas will provide 5 hours of consultation per term of the contract at a rate of \$80/hr.

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trips for the 2023-2024 school year:

Date	Grade	Activity	Chaperones
11/16/23	LLD	Brookside Fire Department	Jillian Glander Dianna Micek Beth Smith
12/06/23 Snow date 12/07/23	Quest Grade 3	Morristown Unitarian Universalist Fellowship	Theresa McNamara Nurse

12/08/23	Grade 3	Centenary University	Cara Dawes Amanda Fullem Amy Fortuin Molly Koller Rachel Paciello Savannah Quinn Clare Riina Karen Sorto
04/16/24	Kindergarten	The Frelinghuysen Arboretum	Carolyn Allen Shilpa Dhamame Alex Gonzales Kelly Johnson Abby Kreczkowski Kristen O'Dowd Meredith Vasquez Amy Williamson
04/19/24	3rd Grade	Liberty Science Center	Cara Dawes Amy Fortuin Amanda Fullem Molly Koller Rachel Paciello Savannah Quinn Clare Riina Karen Sorto

5. **Middle School Fundraiser for the 2023-2024 School Year**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Middle School fundraiser for the 2023-2024 school year:

Date	Fundraiser/Description	Staff
The month of February 2024	Penny Wars Fundraiser - Money will be donated to "Refugee Strong" in Kenya.	Melanie Smith Christine Yawger

6. **Middle School Holiday Concert Selections** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Middle School's Holiday Concert Programs for the 12/07/23 and 12/13/23 performances.

**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 2023 that no major accounts and fund balances in the 2023/2024 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 approve the October 2023 Board Secretary’s Reports.

3. **Treasurer’s Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approve the October 2023 Treasurer’s Reports.

4. **October 2023 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approve the October 2023 transfer report.

5. **November 2023 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approve the November 2023 Bills List. This includes payroll checks N0516 through N0521.

Fund 10 - Treasurer Account	\$ 58,431.23
Fund 11 - Treasurer Account	\$2,168,076.48
Fund 20 - Special Revenue/Grants	\$ 13,969.18
Fund 30 - Referendum Account	\$ 10,488.92
Fund 60 - Food Service Account	\$ 54,853.58
Fund 80 - Unemployment	\$ 8,555.21
Fund 95 - Athletics Account	<u>\$ 1,050.00</u>
Total:	\$2,315,424.60

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 \$0.47 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Motor Speech Master Series <i>(online)</i>	12/01/23	Maureen Hengst	\$241.00	\$241.00
Rutgers Literacy Series <i>(The Brain and Reading)</i>	04/17/24	Diane Barlow Kellie DeGise Hannah Dunlevy	\$180.00 each + Substitute Coverage	\$540.00 + Substitute Coverage
Rutgers Literacy Series <i>(Phonics Vocabulary and Fluency)</i>	05/21/24	Dawn Cullinan Lisa Lombardo Maria Messina	\$180.00 each + Substitute Coverage	\$540.00 + Substitute Coverage

7. **Use of District Facilities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2023-2024 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
<u>Winter</u> Sports Games	<u>ES</u> Gyms	Thursdays & Fridays 12/07/23-03/01/24	8:00 am-8:45 am	Programs of Panetta, LLC  Briana Panetta
<u>Winter</u> CheerNastics	<u>ES</u> Gyms	Tuesdays & Wednesdays 12/05/23-02/28/24	8:00 am-8:45 am	Briana Panetta

Spring Sports Games	ES Gyms	Thursdays & Fridays 03/07/24-06/14/24	8:00 am-8:45 am	Briana Panetta
Spring CheerNastics	ES Gyms	Tuesdays & Wednesdays 03/05/24-06/12/24	8:00 am-8:45 am	Briana Panetta
The Mendham Kids Club Minecraft Camp	ES Computer	Thursdays & Fridays 01/04/24-04/26/24	8:00 am-8:45 am	Charles Gallo
WMMHS Cheerleading Competition	MS All Purpose Room	Thursday 11/30/23 Monday 12/18/23	5:00 pm-7:00 pm	Samantha Koval

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

8. **Approval of Transportation Agreement** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Transportation Agreement for the 2023-2024 school year with the parents of LID #16130759 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

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 4, 2023 drill at 7:15 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 4, 2023 drill at 8:40 a.m., supervised by Elia Christina Kerekgyarto.

**Personnel and Human Resources**

1. **Middle School Activity Chaperone - Alexandria Ferenc**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to Alexandria Ferenc for having chaperoned the 10/20/23 Student Council event at the contractual rate of \$100.00 for events that start after contractual hours.

2. **Extra Hours - Elizabeth Barter**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours for Elizabeth Barter, having covered 1 hour of zero period on 10/20/23 at an hourly rate of \$34.94.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approve Elizabeth Barter to substitute for zero period for the 2023-2024 school year.

3. **Middle School Schedule B & C Stipends for 2023-2024**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following 2023-2024 Middle School Schedule B & C Stipend positions:

Activity	Staff Member	Stipend
Boys Lacrosse	Alexander Hufford <i>(previously approved L. Sodano)</i>	\$4,660.00
Grades 6th & 7th Basketball Enrichment	Alexander Hufford	\$225.00 base + a max of 19 events/competitions/ student meetings or work sessions @ \$56.00 each totaling \$1,289.00 per team or program.

4. **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 2023-2024 school year.

Kelly Bierals, Sean Brody, Teresa Casillas, Allyson Daly, Luis Freire, Cole Fitzgerald

5. **Job Descriptions Approval** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves for adoption of the following Job Descriptions:

Central Office Administration

Superintendent

Assistant Superintendent

Business Administrator/Board Secretary

Business Plant Operations

Director of Special Services

Principal

Assistant Principal

Director of Buildings and Grounds



## **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 2270	Religion in the Schools (Revised)
P & R 2419	School Threat Assessment Teams (M) (New)
P 3161	Examination for Cause (Revised)
P 3324	Right of Privacy (Revised)
P 4161	Examination for Cause (Revised)
P 4324	Right of Privacy (Revised)
P 8500	Food Services (M) (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 & R 1642.01	Sick Leave (New)
P & R 3212	Attendance (M) (Revised)
P & R 4212	Attendance (M) (Revised)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5116	Education of Homeless Children and Youths (Revised)
P 1524	School Leadership Councils (Abolished)
P & R 3432	Sick Leave (Abolished)
P & R 4432	Sick Leave (Abolished)
P & R 5460.02	Bridge Year Pilot Program (M) (Abolished)
P 6361	Relations With Vendors for Abbott Districts (Abolished)
P 8540	School Nutrition Programs (M) (Abolished)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Abolished)

**Mrs. Orban Brown moved to approve the Committee Report and the Consent Items for November 28, 2023; Approval of the Work Session, Regular Monthly, and Executive Session Meeting minutes, Curriculum & Instruction items 1-6, Operations & Finance items 1-9, Personnel & Human Resources items 1-5, Policy and Planning items 1-2, seconded by Dr. Mandel and the motion was CARRIED in a roll call vote: Mr. Christmann; yes, Mr. Dubeck; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, and Mrs. Mody, yes – motions carry.**

## XII. ACTION ITEMS

### Curriculum and Instruction

#### 1. Home Instruction

**BE IT RESOLVED** that the Mendham Township Board of Education approves St. Clare's Behavioral Health/Tutoring Services to provide home instruction for student (ID# 15912734) for a total of 5 hours a week at a rate of \$55.00 per hour until the student is able to return to school.

### Personnel and Human Resources

#### 1. Middle School Activity Chaperones

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to Mariah Clare Clark and Megan Fazio for chaperoning the Student Council Movie Night on 11/17/23 at the contractual rate of \$100.00 for events that start after contractual hours.

**Mrs. Orban Brown moved to approve the Action Items for November 28, 2023; Approval of Curriculum & Instruction item 1 and Personnel and Human Resources item 1, seconded by Mr. Christmann and the motion was CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, Mr. Christmann; yes, and Mrs. Mody, yes – motions carry.**

### Operations and Finance

#### 1. Mendham Township Board of Education Operating Standards (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education adopt the Board Operating Standards and Guidelines, that will contribute to the overall effectiveness and professionalism of our Board of Education, ensuring that we operate in accordance with best practices and in the best interest of our educational community.

### DISCUSSION:

Mrs. Orban Brown wanted the entire sentence of the last paragraph deleted from the "MTBOE Draft Standards" based on the following four reasons. 1) The sentence uses the word "ensure," and our Board cannot ensure how others feel or prosper. 2) Because of reason #1, the success or failure of the thought behind that sentence cannot be measured; thus the Board can never determine whether it has met the standard. 3) The sentence is written in such a broad way that it could set up unrealistic expectations. 4) Use of the word "authentically" opens the door to misinterpretation by those who would challenge the schools' authority.

Mr. Christmann - Misconstrued social issues - hot button - we have avoided them as vigorous discussion items, I want to have an environment where you can be yourself and wear your

clothing, and announce yourself to the world. If we are not on board with that, I can table it, etc. Don't hide from the concept, etc.

Dr. Mandel - I do not understand the issue with "authentic", what is it exactly? I am here to represent everyone, the students, the staff, and the community.

Mrs. Orban Brown - I also represent the staff, community, etc. Others don't agree or feel the way we do.

**Mr. Christmann moved to approve the Action Items for November 28, 2023; Approval of Operations & Finance item 1, seconded by Mr. Keeling and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; no, Mr. Christmann; yes, Mr. Dubeck; yes, and Mrs. Mody, yes - motion carries.**

### **XIII. Discussion**

Dr. Mandel - As the BOE delegate, I will be attending the NJSBA Delegate Assembly this weekend. There are 5 resolutions being considered - a 96-page document for review if you like - contact me if you have any questions.

Mr. Christmann - Observation (got snippy on one of the motions last week) - attending another governing body meeting recently and it was difficult to follow. "Too bad they don't run this meeting as if we are here - meaning the audience". I believe we should err on the side of making sure that the audience understands what we are doing because they don't understand the inside stuff. Continue to try to do better and make sure that the public has a good understanding of what we do.

Mrs. Orban Brown - I agree and I didn't catch the nuance of the motion, it was ok.

Mrs. Mody - Appreciate the effort of Mrs. Orban Brown to catch up and learn. As a board, we maintain a supportive environment. We can all keep learning about good meeting functioning

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

**XV.** Moved by Mrs. Orban Brown, seconded by Dr. Mandel to adjourn the November 28, 2023 Regular Session Meeting. The meeting was adjourned at 8:56 p.m.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary