

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL LIBRARY
REORGANIZATION MEETING MINUTES
TUESDAY, JANUARY 7, 2025**

I. Call to Order

The meeting was called to order at 7:32 pm.

II. Flag Salute

Mrs. Mosner led the flag salute.

III. Sunshine Law - Mrs. Mosner 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.

IV. Oath of Office Administered by Board Secretary to Newly Elected Board Members - Mrs. Natasha Crossan, Mr. Peter Dumovic

V. Roll Call of the Board of Education

Mrs. Elisabeth Carrino-Tamasi	Trustee	Present
Mrs. Natasha Crossan	Trustee	Present
Mr. Peter Dumovic	Trustee	Absent
Mr. Thomas Keeling	Trustee	Present
Dr. Rekha Mandel	Trustee	Present
Mrs. Joan Mody	Trustee	Present
Mrs. Diana Orban Brown	Trustee	Present

VI. MTES Student Group - Dr. Kotcho - Mrs. Mcnamara - Quest Projects

VII. Election of the Board President

Mrs. Carrino Tamasi nominated Mrs. Mody as BOE President, seconded by Dr. Mandel

With no other nominations made, a vote was taken based on the nomination made.

The motion for Mrs. Mody to become Board of Education President was CARRIED in a roll call vote: Mrs. Carrino Tamasi; yes, Mrs. Croosan; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Mody; yes, and Mrs. Orban Brown; yes. – Motion carried.

Mrs. Mosner congratulated Mrs. Mody and turned the meeting over to her as Board President.

VIII. Election of the Board Vice President

Mrs. Carrino Tamasi nominated Dr. Mandel as BOE Vice President.

Mrs. Orban Brown nominated Mr. Keeling as BOE Vice President.

With no other nominations made, a roll call vote was taken based on the nominations in the order they were made.

The motion for Dr. Mandel to become Board of Education Vice President was CARRIED in a roll call vote: Mrs. Carrino Tamasi; yes, Mrs. Croosan; yes, Mr. Keeling; no, Dr. Mandel; yes, Mrs. Orban Brown; no, and Mrs. Mody; yes. – Motion carried.

IX. Committee Assignments

Committee	Chairperson	Member	Member
Curriculum and School Programs	Mr. Keeling	Mr. Dumovic	Mrs. Orban Brown
Diversity, Equity, Inclusion, & Belonging	Mrs. Carrino Tamasi	Dr. Mandel	Mr. Dumovic
Operations and Finance	Dr. Mandel	Mr. Keeling	Mrs. Carrino Tamasi
Personnel and Human Resources	Mr. Dumovic	Mrs. Crossan	Mrs. Carrino Tamasi
Policy and Planning	Mrs. Orban Brown	Dr. Mandel	Mrs. Crossan
AD HOC - Referendum/ROD Grant	Mrs. Orban Brown	Mr. Keeling	Mrs. Crossan

X. Appointment of Delegates and Alternate Delegates

	Delegate	Alternate
New Jersey School Boards Association	Dr. Mandel	Mr. Keeling
Morris County Educational Services Commission *	Mrs. Orban Brown	Mrs. Crossan
Morris County School Boards Association *	Mr. Dumovic	Mrs. Orban Brown
Liaison to the Township Committee	Mrs. Carrino Tamasi	
Liaison to the WMRHSD Board of Education	Mr. Keeling	
Liaison to the Mendham Township PTO	Mrs. Crossan	
Liaison to the Mendham Township Edl Foundation	Mr. Dumovic	

* At the time of appointment, these assignments were inadvertently announced incorrectly; therefore, a correction was made before the minutes were approved.

XI. Code of Ethics for School Board Members (Attachment A)

BE IT RESOLVED that the Mendham Township Board of Education adopts the Code of Ethics for School Board Members to include:

- a. The School Ethics Act and Code of Ethics for School Board Members have been received and discussed,
- b. That Policies and Procedures regarding training of district Board of Education Members have been adopted and
- c. That each Board of Education Member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.

After the code of ethics was read by Mrs. Mody, BOE President, she called for a motion for approval.

Mrs. Orban Brown moved to approve the committee assignments, delegate, and alternate appointments, and the code of ethics, seconded by Dr. Mandel, and was CARRIED in a roll call vote: Mrs. Carrino Tamasi; yes, Mrs. Croosan; yes, Mr. Keeling; no, Dr. Mandel; yes, Mrs. Orban Brown; no, and Mrs. Mody; yes. – Motions carried.

XII. Reorganization Agenda Items

1. Robert's Rules of Order

BE IT RESOLVED that the Mendham Township Board of Education adopts Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians until January 2026.

2. Appointment of Board Secretary

IT IS RESOLVED that Mrs. Donna Mosner be appointed School Business Administrator/Board Secretary for the Mendham Township Board of Education. The terms and conditions of her employment beyond her existing contract are to be determined and approved at a future meeting of the Mendham Township Board of Education.

3. Acting Board Secretary for Emergency Basis

BE IT RESOLVED that the Mendham Township Board of Education appoints the Superintendent as Acting Board Secretary to serve on an emergency basis only from this date until the 2026 Reorganization meeting.

4. Resolutions and Motions Previously Approved

BE IT RESOLVED that the Mendham Township Board of Education reaffirms all past resolutions and motions previously approved by the Board of Education until January 2026.

5. Existing Contracts and Agreements

BE IT RESOLVED that the Mendham Township Board of Education adopts the existing contracts and agreements to which the Board is a party and where continuation is not authorized by law.

6. MTEA Contract (Attachment B)

BE IT RESOLVED that the Mendham Township Board of Education approves and acknowledges receipt of the current agreement between the Mendham Township Education Association and the Mendham Township Board of Education covering the years 2024-2029 until a successor agreement is in effect.

7. **Existing Programs and Textbooks**

BE IT RESOLVED that the existing school programs and textbooks currently in use in the district for the 2024-2025 school year will continue for the 2025-2026 school year or until revised by vote of the Mendham Township Board of Education.

8. **Organization Chart (Attachment C)**

BE IT RESOLVED that the Mendham Township Board of Education approves the Mendham Township School Organization Chart until January 2026.

9. **Appointments**

BE IT RESOLVED that the Mendham Township Board of Education approves the following appointments until the 2026 Reorganization meeting:

- | | |
|--|--|
| • Environmental Protection/Right to Know/
PEOSHA/AHERA/Indoor Air Quality/Asbestos
Management Officers/Water System Operators/
Integrated Pest Management Coordinator | Director of Buildings and Grounds |
| • Environmental Protection/Right to Know/
PEOSHA/AHERA/Indoor Air Quality/Asbestos
Management Officers/Water System Operators/
Integrated Pest Management Coordinator | Director of Buildings and Grounds |
| • Public Agency Compliance Officer/ Record
Custodian | Business Administrator |
| • Affirmative Action Team/Public Agency
Compliance Officer | Business Administrator
Assistant Superintendent |
| • Safety and Health Designee | Director of Buildings and Grounds |
| • Custodian of Records (OPRA) | Business Administrator/
Board Secretary |
| • Custodian of Student Records | School Principals |
| • District Attendance Officers | ES & MS Guidance Counselors |
| • 504 Coordinators | School Principals |
| • Division of Child Protection and
Permanence (DCP&P) Liaison/
Homeless Liaison/District
Educational Stability Liaison, ADA Officer | Assistant Superintendent |
| • Chairperson for State and Federal
Mandated Programs | Superintendent |

- Blood Borne Pathogens – Contact Person School Nurses

- Substance Awareness Coordinators/
Gender Equity Officers Guidance Counselors

- Affirmative Action Officer for Handicapped
Students Assistant Superintendent

- No Child Left Behind Coordinator Assistant Superintendent

- District Anti-Bullying Coordinator Assistant Superintendent

- School Anti-Bullying Specialist Guidance Counselors

- McKinney-Vento Liaison Assistant Superintendent

- School Safety Specialist Assistant Superintendent

10. **District Investment Officer**

BE IT RESOLVED that the Mendham Township Board of Education authorizes the Business Administrator/Board Secretary to be the district investment officer and to invest board funds at the most advantageous rate in compliance with all state laws and regulations until the 2026 Reorganization meeting.

11. **Official Newspaper**

BE IT RESOLVED that the Mendham Township Board of Education approves the Morris County Daily Record, the Observer Tribune, and The Star-Ledger as the designated newspapers from this date until the 2026 Reorganization Meeting.

12. **Facsimile Signatures**

BE IT RESOLVED that the Mendham Township Board of Education approves the facsimile signatures for the Board President, Superintendent, Board Secretary, and Treasurer of School Monies from this date until the 2026 Reorganization Meeting.

13. **Approval of Depositories**

BE IT RESOLVED by the Mendham Township Board of Education that the below listed Financial Institution, Fund, and Corporation be designated as the approved depository for the Mendham Township Board of Education funds and that the Financial Institution be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes: Approval of Depository: Provident Bank

BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only.

AND BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to enter into an agreement(s) with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate.

AND BE IT FURTHER RESOLVED that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes, or instruments for deposit or collection made may be written or stamped endorsements of the corporation without any designation of the person making such endorsements.

AND BE IT FURTHER RESOLVED that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking, and/or Money Market Investments Accounts in the above depository when in the best interests of the Board of Education.

AND BE IT FURTHER RESOLVED that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons, or other instruments or orders for the payment of money when signed, live or facsimile.

AND BE IT FURTHER RESOLVED that the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above-approved depositories.

AND BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from the depository and give receipt for, or authorize the depository to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depository for any purpose, and
- (b) Authorize the depository to purchase or sell C.D. s, Repurchase Agreements, and other securities and
- (c) Execute and deliver all instruments required by the depository in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation.

14. **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 accounts from this date until the 2026 Reorganization Meeting:

Treasurer Account	President, Board Secretary, Treasurer or Superintendent
Capital Reserve Account	President, Board Secretary, Treasurer or Superintendent
Maintenance Reserve Account	President, Board Secretary, Treasurer or Superintendent
Referendum Account	President, Board Secretary, Treasurer or Superintendent
Payroll Account	President, Board Secretary, Treasurer or Superintendent
Agency Account	President, Board Secretary, Treasurer or Superintendent

NJ Unemployment Account	Board Secretary and Superintendent or President
Cafeteria Account	President, Board Secretary, Treasurer or Superintendent
ES Activities Account	Principal and Superintendent or Board Secretary
MS Athletic Account	Athletic Director or Principal & Superintendent or Board Secretary
MS Activities Account	Principal and Superintendent or Board Secretary
Petty Cash – Check	Board Secretary and Superintendent or President
Flexible Spending	Board Secretary and Superintendent
Middle School Play Account	President, Board Secretary, Treasurer or Superintendent

15. **Treasurer of School Monies**

BE IT RESOLVED that the Mendham Township Board of Education approve the appointment of Elizabeth George as Treasurer of School Monies until the January 2026 Reorganization meeting.

16. **District Student Medical Officer**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Dr. Zehra Aygen-Hepurker as District Student Medical Officer until the 2026 Reorganization meeting at an annual amount of \$4,200.00:

WHEREAS, there exists a need for medical services and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Dr. Zehra Aygen-Hepurker be contracted as District Student Medical Officer for the Mendham Township Board of Education until the 2026 Reorganization meeting without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

17. **District Staff Medical Officer**

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Dr. Prema Prasad as the District Staff Medical Officer until the 2026 Reorganization meeting at a cost of \$75.00 per employee exam and hourly consultation rate of \$100.00:

WHEREAS, there exists a need for medical services and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Dr. Prema Prasad be contracted as District Staff Medical Officer for the Mendham Township Board of Education until the 2026 Reorganization meeting without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

18. **Appointment of Auditor**

BE IT RESOLVED that the Mendham Township Board of Education appoint Nisivoccia, LLP as the auditor for the Board of Education until the 2026 Reorganization meeting.

WHEREAS, there exists a need for auditing services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Nisivoccia LLP, Mount Arlington Corporate Center, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856, be contracted as School Auditor for the Mendham Township Board of Education until the 2026 Reorganization meeting without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

19. **Electronic Banking - Provident Bank**

BE IT RESOLVED that the Mendham Township Board of Education hereby establishes authority for the Business Administrator/Board Secretary and/or the Assistant to the Business Administrator/Board Secretary and/or the School Superintendent to apply and execute agreements for Business Online Banking, ACH Origination, Anytime Business Banking, Positive Pay, and Zero Balance Services on behalf of the Mendham Township Board of Education until the 2026 Reorganization meeting.

20. **AHERA Consultants**

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

WHEREAS, there exists a need for IAQ Investigation services in connection with screenings of any of the schools of the Mendham Township Board of Education until the 2026 Reorganization meeting,

WHEREAS, it has been determined that such IAQ Investigation services are specialized in nature, require expertise in the field of mold and fungus identification and remediation, can be provided only by a licensed professional, and is not reasonably possible to describe the required services with written bid specification, and

WHEREAS, funds are or will be available for this purpose based on hourly rate fees,

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education in the County of Morris as follows:

1. The environmental services firm of New-Wave Consultants is hereby retained to provide IAQ Investigation services necessary,
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(1)(a)(1) because it is for services performed by persons that cannot be reasonably described and bid,
3. A copy of this resolution and the contract shall be placed on file with the Secretary of the Board.

21. **Environmental Safety Services Contract - New Wave Consultants**

BE IT RESOLVED that the Mendham Township Board of Education approves environmental safety services contract renewal with New Wave Consultants, Inc., Butler, NJ, for the 2025-2026 school year at the annual fee of \$4,250. There will be no increase from the prior year.

22. **Contract Renewal with Prevention Specialists**

WHEREAS the Mendham Township Board of Education is required to perform random drug and alcohol testing of district bus drivers,

BE IT RESOLVED that the Mendham Township Board of Education renew the annual agreement with Prevention Specialists Incorporated, Oakhurst, New Jersey, to perform such testing as required by the State of New Jersey pursuant to the attached Letter of Agreement and pricing schedule.

23. **Appointment of Health Insurance Broker**

BE IT RESOLVED that the Mendham Township Board of Education appoints Brown & Brown Benefit Advisors as Designate Insurance Broker for health, prescription, and dental benefits for the period January 1, 2025, to December 31, 2025.

WHEREAS, there exists a need for insurance services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Brown & Brown Benefit Advisors be contracted as an Insurance Broker for the Mendham Township Board of Education for the period January 1, 2025, to December 31, 2025, without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

24. **Appointing Property and Casualty Insurance Broker/Risk Management Consultant – Arthur J. Gallagher Risk Management Services, Inc.**

WHEREAS, Mendham Township Board of Education had previously resolved to join the New Jersey School Insurance Group (“NJSIG”) following a detailed analysis subject to a previously executed board resolution and

WHEREAS, The By-laws of NJSIG require that each entity designate a Broker/Risk Management Consultant to perform various professional services as detailed in the By-laws and Risk Management Plan and

WHEREAS, the By-laws indicate that NJSIG shall pay each Broker/Risk Management Consultant a fee to be established annually by the fund;

WHEREAS, Mendham Township Board of Education has other property and casualty insurance policies in place and may wish to purchase additional lines of coverage;

NOW, THEREFORE, BE IT RESOLVED that the Mendham Township Board of Education does hereby appoint Ronald Wolfe and George Morville of the firm of Arthur J. Gallagher Risk Management Services, Inc. of Newton, NJ, as its Broker/Risk Management Consultant in accordance with the Fund’s By-laws and in accordance with other insurers’ practices who provide or may provide other property and casualty coverage lines to Mendham Township Board of Education and authorizes the execution of a Broker of Record appointment letter evidencing said appointments. This appointment is effective until the 2026 Reorganizational meeting.

25. **State Contract Purchasing**

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

WHEREAS, Title 18A:18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising, therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, Mendham Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts and

WHEREAS, Mendham Township Board of Education desires to authorize its purchasing agent for the 2025-2026 school year until the 2026 Reorganization meeting to make any and all purchases up to the bid threshold necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Mendham Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor, and State Contract Number utilized.

26. **Designation of Tax Sheltered Annuity Companies**

BE IT RESOLVED that the Mendham Township Board approves the following tax-sheltered annuity companies to provide service to the employees of the Mendham Township Board of Education: American Funds, AXA Equitable, Lincoln, Lincoln Roth Account, Valic, Vanguard, and Vanguard Roth Account.

27. **Designation of Companies to Provide Voluntary Insurance**

BE IT RESOLVED that the Mendham Township Board of Education approve the following companies to provide voluntary insurance plans to the employees of the Mendham Township Board of Education: Educator Insurance Services, Prudential, Allstate, and AFLAC.

28. **Appoint Architect of Record - Parette Somjen**

BE IT RESOLVED that the Mendham Township Board of Education appoints Parette Somjen Architects, LLC, to serve as the architect of record for the district until the 2026 Reorganization meeting:

WHEREAS, there exists a need for architectural services and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Parette Somjen Architects, LLC, Rockaway, NJ, be contracted as Architect for the Mendham Township Board of Education until the 2026 Reorganization meeting without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

29. **Appointment of Board Attorney until the 2026 Reorganization Meeting**

BE IT RESOLVED that the Mendham Township Board of Education appoints Matthew Giacobbe of the firm of Cleary, Giacobbe, Alfieri, and Jacobs LLC as the attorney for the Mendham Township Board of Education at the hourly rate of \$185.00 for the 2025-2026 school year until the 2026 Reorganization meeting.

WHEREAS, there exists a need for legal services and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Matthew Giacobbe of the firm of Cleary, Giacobbe, Alfieri, and Jacobs LLC be contracted as Board Attorney for the Mendham Township Board of Education for the 2025-2026 school year until the 2026 Reorganization meeting, without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

30. **Appointment of Special Counsel**

BE IT RESOLVED that the Mendham Township Board of Education appoints Nathanya Simon of the firm of Scarinci & Hollenbeck, LLC as Special Counsel for the Mendham Township Board of Education at the hourly rate of \$162.18 for the 2025-2026 school year until the 2026 Reorganization meeting.

WHEREAS, there exists a need for legal services and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Nathanya Simon of the firm of Scarinci & Hollenbeck, LLC, be contracted as Special Counsel for the Mendham Township Board of Education for the 2025-2026 school year until the 2026 Reorganization meeting, without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

31. **Appointment of Bond Counsel**

BE IT RESOLVED that the Mendham Township Board of Education appoints Andrea L. Khan, Esq. of the firm of McManimon, Scotland & Baumann, LLC as Bond Counsel for the Mendham Township Board of Education for the 2025-2026 school year until the 2026 Reorganization meeting.

WHEREAS, there exists a need for bond counsel and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Township Board of Education that Andrea Kahn of the firm of McManimon, Scotland & Baumann, LLC be contracted as Special Counsel for the Mendham Township Board of Education for the 2025-2026 school year until the 2026 Reorganization meeting, without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

32. **Petty Cash Funds**

BE IT RESOLVED that the Mendham Township Board of Education approves the authorization and approval of the following as the custodians of the petty cash funds from this date until the 2026 Reorganization Meeting:

Board Office \$1,500.00 Board Secretary (\$500 Cash, \$1,000 Checking)

33. **Education Data Services, Inc.**

BE IT RESOLVED that the Mendham Township Board of Education approves Educational Data Services, Inc. as a New Jersey Cooperative Bidding Program for our school supplies. The licensing and maintenance fee for the 2025-2026 school year until the 2026 Reorganization meeting will be \$4,000.00.

34. **Authorize Payment of Bills Between Board Meetings**

BE IT RESOLVED that the Mendham Township Board of Education designates the Superintendent to audit and approve accounts and demands for payment prior to presentation to the Board for emergency hand checks and the June 20th bill list. Any such approval shall be presented to the Board for ratification at their next meeting as per Title 18A:19-4.1.

35. **Authorize Advance or Partial Payment**
BE IT RESOLVED that the Mendham Township Board of Education authorizes the Business Administrator, only on an as-needed basis, to issue an advance payment and/or partial payment to facilitate district restrictions until the 2026 Reorganization meeting.
36. **Advertise and Receive Bids**
BE IT RESOLVED that the Mendham Township Board of Education authorizes the Board Secretary to advertise for and receive bids for supplies, equipment, and services for the 2025-2026 school year until the 2026 Reorganization meeting when required by the Public School Contracts Law.
37. **Line Item Changes**
BE IT RESOLVED that the Mendham Township Board of Education authorizes the School Business Administrator, in consultation with an agreement from the Superintendent of Schools, to process line item changes in compliance with required approvals per S1701 and A3680 between board meetings for the 2025-2026 school year until the 2026 Reorganization meeting.
38. **Joint Transportation Agreements**
BE IT RESOLVED that the Mendham Township Board of Education approves the authorization of the Board Secretary to enter into joint transportation agreements for the purpose of providing or having transportation provided for students in public and/or non-public schools.
39. **Surplus Items**
BE IT RESOLVED that the Mendham Township Board of Education authorize the Superintendent to declare miscellaneous items no longer needed as surplus and to dispose of these items if and when necessary.
40. **Appointment of Representative Requesting Federal and State Funds**
BE IT RESOLVED that the Mendham Township Board of Education appoints the Superintendent of Schools and the Business Administrator/Board Secretary or their designees as the Board’s agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.
41. **Appointment of Qualified Purchasing Agent (QPA) and thresholds**
BE IT RESOLVED that the Mendham Township Board of Education appoints the Business Administrator/Board Secretary as the Board’s qualified purchasing agent with the following thresholds until the 2026 Reorganization meeting.

WHEREAS, 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor and

WHEREAS, local boards of education have been advised by the Local Finance Board through (LFN 2010-13) that the Governor has authorized the following bid and quotation thresholds,

	Bid Threshold	Quotation Threshold
Qualified Purchasing Agent	\$44,000	\$6,600

WHEREAS, Mrs. Donna Mosner possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Mendham Township Board of Education desires to increase its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3;

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Mendham Township Board of Education, in the County of Morris, in the State of New Jersey, hereby increases its bid threshold to \$44,000 for QPA and its quotation threshold to \$6,600 and be it further

RESOLVED that the governing body hereby appoints Mrs. Donna Mosner as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

I, Mrs. Donna Mosner, Secretary of the Mendham Township Board of Education in the County of Morris, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the Mendham Township Board of Education, County of Morris, State of New Jersey at a regular meeting of said governing body held on January 7, 2025.

42. **Standard Operating Procedures Manual**

BE IT RESOLVED that the Mendham Township Board of Education approves the Standard Operating Procedures Manual as required per N.J.A.C. 6A:23A-6.6.

43. **Purchasing Manual**

BE IT RESOLVED that the Mendham Township Board of Education approves the Purchasing Manual as required per N.J.A.C. 6A:23A-6.6.

44. **Approval of Alliance for Competitive Energy Services - Electric**

WHEREAS, 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 from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as the Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with 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. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Mendham Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will, from time to time during the Effective Period January 7, 2025, through May 2028 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for the Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably 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) during the Effective Period through any electric power supplier(s) awarded a contract; it is understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs Division of Local Government Services by mail prior to the issuance of a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW THEREFORE BE IT RESOLVED that 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) during the Effective Period from the electric power supplier or suppliers awarded a 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 participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the an electric public utility that would otherwise provide such service, and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System, including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11- 11(5)) and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

45. **Approval of Alliance for Competitive Energy Services - Natural Gas**

WHEREAS, 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 from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as the Lead Agency of the ACES Cooperative Pricing System #E8801- ACESCPS in accordance with 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. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS the Mendham Township Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will, from time to time during the Effective Period January 7, 2025, through May 2028, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility-provided Basic Gas Supply Service rates and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it is understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs Division of Local Government Services by mail prior to the issuance of a Request for Bids for natural gas supply services, with

the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all-natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply 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 natural gas 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 participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the a natural gas public utility that would otherwise provide such service, and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System, including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)) and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

46. **Policies/By-laws/Job Descriptions**

BE IT RESOLVED that the Mendham Township Board of Education approves all existing policies, by-laws, job descriptions, rules, and regulations currently in force until the 2026 Reorganization meeting, subject to revision, adoption, and continuous review by the Board.

47. **Curriculum/Programs/Services**

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of all existing curriculum, programs, and services for the 2025-2026 school year until the 2026 Reorganization meeting, subject to revision, adoption, and continuous review by the Board.

48. **The District Curriculum Adoption Schedule for the 2025-2030 School Year until the 2026 Reorganization meeting**

Curricular Area	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
21st Century Life & Careers/Guidance	Evaluate	REVISE	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development
Gifted & Talented/ESL	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate	REVISE	Implement / Prof. Development
Health/Physical Education	REVISE	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate
Language Arts Literacy	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate	REVISE
Mathematics	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate	REVISE
Media	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate	REVISE	Implement / Prof. Development
Visual and Performing Arts	REVISE	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate
Technology	Evaluate	REVISE	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development
Science	Evaluate	REVISE	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development
Social Studies	Adjust/ Prof.Development	Evaluate	REVISE	Implement / Prof.Development	Adjust/ Prof.Development
SEL	Implement / Prof. Development	Adjust/ Prof.Development	Adjust/ Prof.Development	Evaluate	REVISE
World Languages	Adjust/ Prof.Development	Evaluate	REVISE	Implement / Prof. Development	Adjust/ Prof.Development

49. **Implementation of the 2025-2026 School Budget**

BE IT RESOLVED that the Mendham Township Board of Education appoints the School Business Administrator and Superintendent to oversee the implementation of the 2025-2026 School Budget.

50. **Travel and Related Expense Reimbursement**

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

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-7.1-7.13 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 \$1,500.00 per staff member and shall be subject to approval requirements in N.J.S.A. 18A:19-1, and

WHEREAS, travel and related expenses not in compliance with N.J.A.C.6A:23A-7.1-7.13 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 that the Mendham Township Board of Education approves all travel not in compliance with N.J.A.C.6A:23A-7.1-7.13 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms.

51. **Flexible Spending and Cafeteria Plan**

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

RESOLVED that the form of Cafeteria Plan, effective January 1, 2025, presented to this meeting is hereby approved and adopted and that the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan.

RESOLVED that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan,

RESOLVED that the proper officers of the District shall act as soon as possible to notify the employees of the District of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

52. **Municipal Alliance**

BE IT RESOLVED that the Mendham Township Board of Education approves participation in the Municipal Alliance of the Mendhams.

53. **Fee for Copies of Public Documents**

BE IT RESOLVED that the Mendham Township Board of Education hereby establishes a photocopy fee of (\$.05) five cents for a printed matter of letter size page or smaller and (\$.07) seven cents for a printed matter of legal size or larger for official Board Minutes and other public documents.

54. **Dates for Board of Education Monthly Meetings: January 2025 - January 2026**

BE IT RESOLVED that the Work Session and Regular Monthly Meetings of the Mendham Township Board of Education for the calendar year 2025 will be held on the third and fourth Tuesday of each month, with exceptions noted below, at **7:30 p.m.** in the **Library of the Elementary School, 18 West Main Street, Brookside, NJ.**

Please note that all meetings of the Board are open to the public, consistent with the Open Public Meetings Act (Ch. 231, Laws of 1975, State of New Jersey), and that advance notice is herein provided as of the date listed on this notice.

Notification will be provided whenever a meeting date is canceled or postponed. Action may be taken.

<u>Month</u>	<u>Session</u>	<u>Work Meeting</u>	<u>Regular Year</u>
January ***	--	28	2025
February	18	25	2025
March	18	25	2025
April	15	22	2025

May	20	27	2025
June	--	24	2025
July	--	22	2025
August	19	26	2025
September	16	23	2025
October **	14	28	2025
November	18	25	2025
December	--	16	2025

*Reorganization Meeting - January 6, 2026 (Tuesday)

** Week Change

*** Change of Location to MTMS

55. **Resolution for District Tax 2024-2025**

RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2024-2025 for the General Fund is \$19,179,522 plus \$926,232 of Debt Service Payments, totaling \$20,105,754. and that Mendham Township is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

<u>DATE</u>		<u>GENERAL FUND</u>
July 1, 2024	General Fund/Debt Svc Levy (\$1,598,296.00 + \$463,116.00)	\$2,061,412.00
August 1, 2024	General Fund	\$1,598,293.00
September 1, 2024	General Fund	\$1,598,293.00
October 1, 2024	General Fund	\$1,598,293.00
November 1, 2024	General Fund	\$1,598,293.00
December 1, 2024	General Fund	\$1,598,293.00
January 1, 2025	General Fund/Debt Svc Levy (\$1,598,296.00 + \$463,116.00)	\$2,061,412.00
February 1, 2025	General Fund	\$1,598,293.00
March 1, 2025	General Fund	\$1,598,293.00
April 1, 2025	General Fund	\$1,598,293.00
May 1, 2025	General Fund	\$1,598,293.00

June 1, 2025	General Fund	<u>\$1,598,293.00</u>
	TOTAL	<u>\$20,105,754.00</u>

<u>FY 2024-2025 Approved Total:</u>	<u>General Fund</u>	<u>\$19,179,522.00</u>
	<u>Debt Service</u>	<u>\$ 926,232.00</u>

Mrs. Orban Brown moved to approve Reorganization from Committee Assignments through Agenda Items for January 7, 2025, 1 to 55, seconded by Mr. Keeling, and motions were CARRIED in a roll call vote: Mrs. Crossan; yes, Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, Mrs. Carrino Tamasi; yes, and Mrs. Mody; yes. All Ayes – All motions carry.

XIII. Discussion - None.

XIV. Verbal Communications from the Public - None.

XV. Adjournment

Moved by Dr. Mandel, seconded by Mrs. Orban Brown, to adjourn the Reorganizational Meeting held on January 7, 2025. The meeting was adjourned at 8:07 pm.

Respectfully submitted,



**Donna Mosner
School Business Administrator/Board Secretary**