

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL LIBRARY  
REGULAR SESSION MEETING MINUTES  
TUESDAY, OCTOBER 29, 2024 @ 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
Dr. Rekha Mandel	Vice President	Present
Mrs. Elisabeth Carrino-Tamasi		Absent
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Mrs. Diana Orban Brown		Present

**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**

- Mr. Ray Pinney, NJSBA - Communicating with the Community
- NJSBA Board Certification Award

**VI. Assistant Superintendent Report**

**Special Education**

● **Co-Teach Professional Development:**

- Our first co-tech PD session was held on 9/25/24 with Brittany Seeley from the New Jersey Center for Inclusive Education. Brittany and the co-teachers engaged in conversations related to the teaching styles and approaches used to meet both special education and general education student needs within the co-taught setting.

- Brittany returned to the elementary school on 10/7/24 for our first coaching session. Brittany spent an hour with each co-teach pair in their classroom, followed by a 30-minute debriefing session. (Personal training model)
- Our next session is scheduled for 11/13/24. We will continue with our coaching model of support, along with a specific literacy session designed to support the CKLA (Core Knowledge Language Arts) program with the co-taught classroom.
- We recently received notification that we were a grant recipient for an inclusion grant I submitted over the summer. We received \$1,000 from the First Day of School Foundation to support and expand inclusive programming at MTES, specifically in early elementary.

### QSAC Update

- On the consent agenda this evening and for approval on the 29th is a motion for QSAC Quality Single Accountability Continuum. As a part of the QSAC process, the board approves the submission of our District Performance Review (DPR), in which the district completes a self-assessment in the areas of Instruction and Program, Personnel, Fiscal Management, Operations Management, and Governance.

**VII. Board President’s Report**—Thank you for your commitment to this BOE and our district. Receiving this award is a wonderful accomplishment.



**VIII. Correspondence - None**

**IX. Committee Reports**

## **X. Consent Items**

### **Approval of Minutes**

Work Session Minutes: September 17, 2024

Regular Session Minutes: September 24, 2024

### **NJ QSAC**

**WHEREAS THE** Quality Single Accountability Continuum (QSAC) is a statutorily mandated system of school district performance assessment and is New Jersey's system of educational accountability.

**WHEREAS, QSAC** was created in accordance with the Quality Single Accountability Continuum Act, adopted by the New Jersey Legislature in September 2005. Administrative regulations to implement QSAC were adopted by the Commissioner of Education, effective February 22, 2007, and readopted in November of 2017; the New Jersey State Board of Education adopted the revised Quality Single Accountability Continuum (QSAC) regulations (N.J.A.C. 6A:30), District Performance Review (DPR) documents.

**WHEREAS, QSAC** requires that in every public school district in New Jersey, members of the board of education, administrators, teachers, and other staff members convene every three years to assess their district's performance in five key areas:

- Instruction and Program
- Personnel
- Fiscal Management
- Operations Management
- Governance

**WHEREAS, QSAC** involves a performance assessment by a district committee, a statement of assurance signed by the chief school administrator and approved by the board of education, verification by the executive county superintendent, review by the Commissioner of Education, and placement at the appropriate point on the performance continuum.

**NOW THEREFORE BE IT RESOLVED** that the New Jersey Quality Single Accountability Continuum (QSAC), District Performance Review (DPR), be and hereby is approved for submission to the NJDOE via the Executive County Superintendent of Schools.

### **Curriculum and School Programs**

1. **Paraprofessional Staff 2024-2025**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the Paraprofessional Staff Statement of Assurance for the 2024-2025 school year.

2. **HIB School Self-Assessment for Determining Grades (Attachments)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the Mendham Township Elementary School's and the Mendham Township Middle School's Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the New Jersey Department of Education.

3. **Tuition Contract for the 2024-2025 School Year with Rutgers Day School**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Tuition Contract with Rutgers Day School for the 2024 - 2025 school year effective September 16, 2024, to June 30, 2025, for one (1) student (15912734) as per IEP at a tuition of \$99,720.00.

4. **Contract with AssistiveTek - Brian Friedlander**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Brian Friedlander to provide Assistive Technology Consultation & Training services from September 2024 to June 2025 at the following rate of \$1,750.00 for AT Evaluations and \$250 for at least 2 sessions each.

5. **Week of Respect, School Violence Awareness Week, and Red Ribbon Week for the 2024-2025 school year (Attachments)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached activities to be held at the Mendham Township Elementary School and the Mendham Township Middle School in observance of the Week of Respect, School Violence Awareness Week, and Red Ribbon Week for the 2024-2025 school year.

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 12/05/24 and 12/11/24 performances.

7. **Previously Approved - Middle School Field Trip (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2024-2025 school year previously approved at the August 27, 2024 Board of Education meeting:

Date	Grade	Activity	Chaperones
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11/02/24	4th - 8th Grades	Metropolitan Museum of Art	Sarah Bizzarro Justin DelBene Francesca Hare
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**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves payment, at the rate of \$150.00 for the day, to the above chaperones attending the Metropolitan Museum of Art field trip.

8. **Previously Approved - Elementary School Field Trips** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trips for the 2024-2025 school year previously approved at the September 24, 2024 Board of Education meeting:

Date	Grade	Activity	Chaperones
10/23/24	3rd Grade	Centenary Stage Company	Katelyn Crelin Hannah Dunlevy Sierra Dunn Amanda Fullem Molly Koller Rachel Paciello Clare Riina
02/04/25	Pre-K	Brookside Post Office	Megan Sager Joy Lia

9. **New - Elementary School Field Trip** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2024-2025 school year:

Date	Grade	Activity	Chaperones
06/03/25	Kindergarten	Mayo Performing Arts Center	Carolyn Allen Kelly Johnson Kristin O'Dowd Nicolette Santomo Amy Williamson

**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, 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 September 2024 that no major accounts and fund balances in the 2024/2025 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 September 2024 Board Secretary’s Reports.

3. **Treasurer’s Report**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2024 Treasurer’s Reports.

4. **September 2024 Transfer Reports**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2024 transfer report.

5. **October 2024 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the October 2024 Bills List. This includes payroll checks N5577 through N5579 and N5580 through N5583.

Fund 10 - Treasurer Account	\$ 61,308.92
Fund 11 - Treasurer Account	\$2,422,765.13
Fund 12 - Treasurer Account	\$ 16,116.75
Fund 20 - Grant Account	\$ 26,699.29
Fund 30 - Referendum Account	\$3,117,054.00
Fund 60 - Cafeteria Account	\$ 40,669.98
Fund 80 - Unemployment Account	\$ 367.50
Fund 95 - Athletic Account	<u>\$ 2,980.00</u>

Total: \$5,687,961.57

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
WMR Academic Summit (AI)	10/18/24	Matthew Viggiano	\$0.00 + Substitute Coverage	\$0.00 + Substitute Coverage
Sustainability Jersey for Schools - Awards	10/23/24	Tracy Newton Erica Parke	\$0.00 + Mileage Reimbursement + Substitute Coverage	\$0.00 + Mileage Reimbursement + Substitute Coverage
Game Plan: Enhancing Math Fact Fluency through Play (virtual)	11/21/24	Danielle Heller Theresa McNamara	\$75.00	\$75.00
Annual Convention World Language Expo	11/23/24	Talitha Fain	\$500.00	\$500.00
Childhood Apraxia of Speech (virtual)	12/13/24	Stacey Lipschutz	\$295.00	\$295.00

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Transportation Agreement for the 2024-2025 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.



8. **Approval of Transportation Agreement** (*Attachment*)  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the Transportation Agreement for the 2024-2025 school year with the parents of LID #15361847 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

9. **Approval of Transportation Agreement** (*Attachments*)  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the Transportation Agreement for the 2024-2025 school year with the parents of LID #12528830 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the Transportation Agreement for the 2024 extended school year with the parents of LID #12528830 and authorizes the Board President and Board Secretary to execute the same on behalf of the Board.

10. **Use of District Facilities**  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the following use of facility applications for the 2024-2025 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
Orchestral Oasis	<u>MS</u> Classroom	Saturdays 09/28/24 10/12/24 10/26/24 11/23/24 12/07/24 01/11/25 01/25/25 02/08/25 02/22/25  (more dates to follow)	10:00 am-2:00 pm	Zachary Naughtright



Mendham Chester Field Hockey Club	<u>MS</u> Fields	Tuesday 10/15/24	5:30 pm-6:30 pm	Cynthia Flanagan Robert D’Urso
Mendham Cub Scout Meeting Pack 3  Patriots Path Council	<u>MS</u> All Purpose Room	Friday 12/13/24	5:30 pm-9:30 pm	Sarah Lopusnak

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

**Personnel and Human Resources**

1. **District Paraprofessionals Training**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to the District Paraprofessionals, at their hourly rate per contract, for attending a training session held on October 14, 2024.

Cindy Blood, Monica Burbano, Jennifer Eliassen, Nancy Hammer, Joy Lia,  
Beth Smith, Jennifer Szczepanski, Meredith Vazquez

2. **Assistant Superintendent Residency Program**

**BE IT RESOLVED** that the Mendham Township Board of Education, upon the recommendation of the Superintendent, hereby approves Dr. Robert Koroski, Assistant Superintendent, to be enrolled in the Superintendent’s Residency Program through NJASA at a cost of \$4,250.00.

3. **Leave of Absence - Jessica Costanzo**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Jessica Costanzo, 5<sup>th</sup> Grade teacher, for a leave of absence, having received doctor’s certification, commencing January 2, 2025, while utilizing forty (40) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on March 28, 2025.

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Twelve (12) weeks under the NJ Family Leave Act (NJFLA) for Jessica Costanzo, commencing on March 3, 2025, through May 30, 2025, as requested in writing,

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education hereby approves Jessica Costanzo for an extended unpaid leave of absence (Not covered under FMLA or NJFLA) beginning June 2, 2025, through June 20, 2025.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education also approves Jessica Costanzo's request for an additional extended leave for the 2025-2026 school year (Not covered under FMLA or NJFLA).

**BE IT RESOLVED** that the Mendham Township Board of Education approves Jessica Costanzo with a return to work date of the first day of the 2026-2027 school year.

4. **Leave of Absence - Megan Fazio**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Megan Fazio, 5<sup>th</sup> Grade Teacher, for a leave of absence, having received doctor's certification, commencing January 2, 2025, while utilizing Sixty (60) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on March 28, 2025.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education hereby approves Eleven (11) weeks under the NJ Family Leave Act (FLA) for Megan Fazio, commencing on April 7, 2025, through June 20, 2025, as requested in writing,

**BE IT RESOLVED** that the Mendham Township Board of Education approves Megan Fazio with a return to work date of the first day of the 2025-2026 school year.

5. **Leave of Absence - Michal Ferenc**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Michal Ferenc, Elementary School Assistant Principal, for a leave of absence commencing October 30, 2024, while utilizing Ten (10) sick days, under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA) and ending on November 14, 2024.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Michal Ferenc with an unpaid leave of absence, commencing November 15, 2024, under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA) and ending on November 27, 2024.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Michal Ferenc with an anticipated return to work date of December 2, 2024.

6. **Elementary School Extra Instructional Periods for 2024-2025**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Elementary School staff member to teach extra periods of instruction effective October 1, 2024, for the 2024-2025 school year at a prorated stipend based on \$8,500/year for an

additional period five (5) times a week for a full year, and independent of placement on the salary guide.

**Extra Instructional Periods**

SMART TIME Grade 3	3 period/wk	Andrea Fattorusso	\$5,100.00
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7. **Leave Replacement - Jonathan Smith, Middle School Social Studies Teacher**  
(Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Jonathan Smith as a Full-Time Leave Replacement Middle School Social Studies Teacher, effective January 2, 2025, through June 20, 2025, at a prorated salary of \$57,175.00, BA, Step 1.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves Jonathan Smith as a substitute teacher at the daily rate of \$125.00.

8. **Mentor for New Teacher**

**BE IT RESOLVED** that the Mendham Township Board of Education approves payment to the following to mentor the new teacher in their first year with Mendham Township Schools.

Mentor	New Teacher	Compensation
Jacqueline Medina	Paul Singh	\$550.00
Tracy Newton	Olivia Betzen	\$550.00

9. **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
Perry Hooker	Jonathan Smith	CEAS	\$550.00

10. **Extra Hours: Cindy Blood, Instructional Aide Services**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$33.27 for Cindy Blood to provide 1:1 student services for all extracurricular activities for the 2024-2025 school year.

11. **New Hire - Cynthia Villalta, Transportation Bus Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Cynthia Villalta, Transportation Bus Aide, pending completion of paperwork, at an hourly rate of \$22.00, effective November 4, 2024, for the 2024-2025 school year.

12. **Middle School Athletic Door Monitors**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Middle School teachers as Athletic Door Monitors for 2024-2025.

Activity	2024-2025 Salary	Staff Members
Home Athletics (Door 10) Supervisors About 45 events/Done on rotation/Time Sheet	\$100.00 per event	Mariah Clare Clark Craig Clausen Gina Sodora

13. **Middle School Schedule B Stipend Position for 2024-2025**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following 2024-2025 Co-Curricular Stipend position for Middle School:

**CO-CURRICULAR Activities (Schedule B)**

Activity	2024-2025 Salary	Staff Member
JV Basketball Support Grade 5 (1 hour each after school)	\$272.00 base + Max of 10 events @ \$70.00 each, not to exceed a total of \$972.00	Tyler Johnston
* This activity is in place of the previously approved Intramural Sports for Grade 5.		

14. **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 2024-2025 school year.

Grazina Barnaby, Jill Brubaker, Christine Coleman, Sneha Pashem

Mrs. Mosner commented that Mr. Dumovic had reviewed the bill list, some purchase orders, and checks and determined that everything was in order.

Mrs. Orban Brown moved to approve the Committee Report and the Consent Items for October 29, 2024; Approval of all Month Meeting minutes, Curriculum & Instruction items 1-9, Operations & Finance items 1-10, Personnel & Human Resources items 1-14, Policy and Planning item 0, seconded by Mr. Keeling 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, and Mrs. Mody, yes – motions carry.

**XI. ACTION ITEMS**

**Curriculum and School Programs**

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

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2024-2025 school year:

Date	Grade	Activity	Chaperones
11/14/24	Various grade levels	Peapack Reformed Church	Fernando Rivera

**2. Revised Previously Approved - Elementary School Field Trip**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following field trip for the 2024-2025 school year previously approved at the October 15, 2024 Board of Education meeting:

Date	Grade	Activity	Chaperones
10/22/24	LLD	Middle Valley Farm	Jillian Glander Katherine LoVecchio

**Operations and Finance**

**1. 2024-2025 M-1/Annual Maintenance Budget Worksheet (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Annual Maintenance Budget Amount Worksheet (Form M-1) per N.J.A.C 6A:26A for the 2024-2025 school year and submits that the district’s required maintenance activities are reasonable to keep the school facilities open and safe for use or in its original condition and that it maintains the validity of warranties.

**2. 2024-2025 Comprehensive Maintenance Plan (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Comprehensive Maintenance Plan for the 2024-2025 school year and submits that the district's required maintenance activities are reasonable to keep the school facilities open and safe for use or in its original condition and that it maintains the validity of warranties.

3. **Health and Safety School Building Checklist - MTES** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the New Jersey Department of Education Annual Health and Safety Evaluation of School Buildings Checklist for the Mendham Township Elementary School for the 2024-2025 school year.

4. **Health and Safety School Building Checklist - MTMS** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the New Jersey Department of Education Annual Health and Safety Evaluation of School Buildings Checklist for the Mendham Township Middle School for the 2024-2025 school year.

**Personnel and Human Resources**

1. **Leave of Absence - Jeanne Brown**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Jeanne Brown, Preschool Teacher, for a leave of absence commencing October 14, 2024, while utilizing ten (10) accumulated sick days under the Federal Family Medical Leave Act (FMLA).

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education hereby approves Jeanne Brown with an anticipated return to work date of October 28, 2024.

2. **Leave of Absence - Franziska Federico**

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Franziska Federico, Middle School Teacher, for a leave of absence commencing October 2, 2024, while utilizing twelve (12) accumulated sick days under the Federal Family Medical Leave Act (FMLA).

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education hereby approves Franziska Federico's return to work date on Monday, October 21, 2024.

3. **New Hire - Annemarie Stolting, Part-Time Band Teacher** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Annemarie Stolting, pending completion of paperwork, as a Part-Time

Band Teacher, at a prorated salary of \$45,726.67, BA+45/MA, Step 11, effective November 11, 2024, for the 2024-2025 school year.

4. **Additional Hours - Zachary Naughtright, Orchestra Teacher**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Zachary Naughtright to cover 2 extra teaching periods at the Middle School at his hourly rate as per contract until the position is filled.

5. **Middle School Zero Period and Writers Workshop Substitute Coverage**

**BE IT RESOLVED** that the Mendham Township Board of Education approve Lauren Procanik to cover Zero Period and Writers Workshop as needed at the contractual rate of \$50.00 per coverage.

6. **Elementary School Schedule B Stipend Positions - Revised**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised 2024-2025 Co-Curricular Stipend positions for Elementary School:

Activities	2024-2025 Salary	Staff Member
Tiger Chorus/Grade 3	\$2,379.46	Olivia Betzen
Tiger Chorus/Grade 4	\$2,379.46	Olivia Betzen

7. **Administrative Goal** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approve the attached goal for Dr. Salvatore M. Constantino, Superintendent of Schools for 2024-2025.

Mrs. Mosner provided a little background to items 1-4 under Operations and Finance.

**Comprehensive Maintenance Plan (CMP) and the M-1 Form** The M-1 worksheet is a tool to help districts estimate the annually required maintenance budget amount to be submitted with the district’s Comprehensive Maintenance Plan (CMP). School districts are expected to update the M-1 Form annually. The M-1 Form projects the annual maintenance budget for the district’s school facilities. This worksheet was designed to track maintenance expenditures for 10 years.

The Comprehensive Maintenance Plan will be done annually in conjunction with the M-1 Form. This form provides more detail with a three-year snapshot of the maintenance budget. It shows the actual audited figures from 2023-2024, the current year budget figures for the 2024-2025 school year, and a projection of the



anticipated expenditures for the 2025-2026 school year. Both are required to be submitted to the NJDOE after Board approval.

### **Health and Safety Evaluation of School Buildings Checklist**

This evaluation checklist must be completed annually for each building within the district by appropriate district personnel and kept on file for inspection or other legal issues. Further, districts must submit the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance annually. These checklist items cover regulations issued by the New Jersey Department of Education, the New Jersey Department of Community Affairs, and the Occupational Safety and Health Administration. This also requires submission to the NJDOE after BOE approval.

**Dr. Mandel moved to approve the Action Item - Curriculum and Instruction - item 1, Operation and Finance - items 1-4, Personnel and Human Resources - items 1-7; seconded by Mrs. Orban Brown, and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Mrs. Orban Brown; yes, Mrs. Carrino Tamasi; yes, Mr. Dubeck; yes, and Mrs. Mody, yes – motions carry.**

## **XII. Discussion**

Mr. Dumovic provided the following summary - The annual NJSBA Workshop is a huge conference. For school board members, it offers many learning opportunities, information on best practices, a chance to meet other board members from around the state, and opportunities to share ideas on how to do something better. You can also connect with over 400 exhibitors.

For me, here are just a couple of key learnings from Workshop 2024:

### **→ FINANCE**

— “Navigating the complexities of school finance” (Carol Birnbohm, Laurie Newell, Mark Schwarz, Scott Feder, David Aderhold)

Panel discussion with five superintendents.

— “Is your district ready for the Fiscal Cliff?” (Michael Ben-David, Tony Trongone, David Aderhold, Sacha Pouliot, Mary Ellen Nye & Matthew Lee)

Panel discussion with three superintendents, one school board administrator, and one board president...moderated by a NJSBA field service representative.

In both sessions, there was robust discussion of the challenges and approaches to allocating scarce resources in light of flat or declining revenue and the 2% cap.

### **→ STUDENT ACHIEVEMENT**

— “The quest for a more comprehensive view of student success” (Aimee Toth & Mitzi Morillo)

Presentation by the principal of Mountain View Middle School, Mendham Borough (grades 5-8), on including noncognitive factors on student report cards.

Attending the annual NJSBA Workshop is a significant commitment. It involves time off work and time away from home, but it's well worth it. It's also an excellent way to get to know my local board members better.

Mrs. Orban Brown also enjoyed the conference. She attended several presentations and work sessions, two in particular worth mentioning about how Boards of Education operate: the power of committees and developing the BOE culture. The emphasis was on orientation, and a new BOE member handbook/manual was mentioned. This would be an excellent exercise for all of us to contribute so that it can be given to new members.

Mr. Dubeck uploaded a lot of materials into the shared folder. I focused my attention on student learning and SEL. There is a very good PowerPoint presentation with a great graphic of an iceberg, which is an eye-opener from this point of view. SEL is a huge issue, and it is very important that we keep looking at it and expanding.

Several fantastic companies were also present, such as a drone vendor that allows the students to actually build the drone, learn how to fly it, and then use it. The big thing I wanted to focus on was e-sports. This is huge, and we are behind on that trend. NJ is one of the lead states in this with an e-sports league. It is much more than just playing a game; it is about a team. It is a whole new experience for those students who may not be as athletic or outgoing. It is something that we need to move forward with it and get involved with this. The keynote address by John Quinones' American Dream speech was wonderful and worth seeing if you can look at it.

Dr. Mandel - did anyone get the chance to hear anything about AI?

Mr. Dumovic - my esteemed colleague, Mrs. Carrino-Tamasi, attended a workshop session on that.

Mrs. Mody - she had a family emergency and will update the BOE at our next meeting. Thank you to everyone for their updates and for attending on behalf of the BOE.

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

### **XIV. Adjournment**

Moved by Mrs. Orban Brown, seconded by Mr. Dubeck, to adjourn the Regular Session meeting of October 29, 2024. The meeting was adjourned at 8:40 p.m.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary