

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL LIBRARY  
WORK SESSION MEETING MINUTES  
TUESDAY, SEPTEMBER 17, 2024 @ 7:30 PM**

**I. Call to Order**

The meeting was called to order at 7:31 p.m.

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

**III. Oath of Office**

Administered by Board Secretary to Newly Selected Board Member Mrs. Elisabeth Carrino-Tamasi

**IV. Roll Call of the Board of Education**

Mrs. Joan Mody	President	Present
Dr. Rekha Mandel	Vice President	Present
Mrs. Elisabeth Carrino-Tamasi		Present
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Mrs. Diana Orban Brown		Present

**V. 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.

**VI. Superintendent’s Report**

➤ District Updates, News, and Events

- Back to School Night
- Strategic Plan
- MTEA Contract
- Phase 1 Referendum, Phase 2 Referendum

- I am thrilled to report that our school district has had a remarkably successful start to the new academic year. Our students, faculty, and staff have seamlessly transitioned back into the rhythm of school life. We are particularly impressed by the positive energy and enthusiasm that has filled our classrooms and hallways, setting the stage for a productive and fulfilling year ahead.

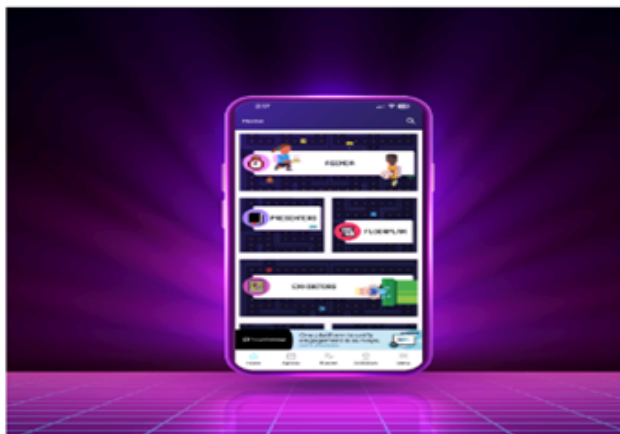
## VII. Board Secretary's Report

### ➤ Finance

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The **Workshop 2024** mobile app is now live! Visit the [Apple App Store](#) or [Google Play Store](#) and search "**NJSBA Workshop 2024**." The conference will take place from Monday, Oct. 21 to Thursday, Oct. 24 at the Atlantic City Convention Center.

The **Workshop** app offers an opportunity to engage in **Workshop** throughout the entire event!



- Create your own custom schedule by marking your favorites from the 250+ sessions in the agenda. View the full agenda [here](#).
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  - The Exhibitor Directory is also available online! Learn more [here](#).
- Network with NJSBA staff, attendees, and exhibitors during **Workshop** and message them to connect.
- Snap a selfie and share on social media.

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**VIII. Board President's Report** - commented on the letter from NJSBA and what an accomplishment it is for this BOE. Thank you to all of the dedicated individuals who take the time to support this district and our students.

**IX. Correspondence - letter from NJSBA about the BOE earning its certification**

**X. Committee Reports**

- **Curriculum and School Programs** - Mr. Keeling delivered the report.
- **DEIB** - Mr. Dubeck delivered the report.
- **Operations and Finance** - Dr. Mandel delivered the report.
- **Personnel and Human Resources** - Mr. Dumovic delivered the report.
- **Policy** - Mrs. Orban Brown delivered the report.
- **Ad Hoc - Referendum/ROD Grant** - Mrs. Orban Brown delivered the report.

**XII. Consent Items**

**Approval of Minutes**

Work Session Minutes: August 20, 2024

Executive Session Minutes: August 20, 2024

Regular Session Minutes: August 27, 2024

Executive Session Minutes: August 27, 2024

Regular Session Minutes: September 3, 2024

Executive Session Minutes: September 3, 2024

**Curriculum and School Programs**

**1. Tuition Contract for the 2024-2025 School Year with P.G. Chambers**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Tuition Contract with P.G. Chambers for the 2024-2025 school year effective September 16, 2024, to June 18, 2025, for one (1) student (16463796) as per IEP at a tuition of \$84,461.94.

**2. Tuition Contracts for the 2024-2025 School Year with ECLC of New Jersey**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the tuition contract for the Extended School Year with ECLC of New Jersey effective July 1, 2024, through July 30, 2024, for one (1) student (12943852) as per IEP at a tuition of \$7,955.40.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approve the District Enrollment Contract Addendum for Extraordinary services for Summer 2024 with ECLC of New Jersey at the rate of \$270 per day.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the Tuition Contract with ECLC of New Jersey for the 2024 - 2025 school year effective September 5, 2024, to June 25, 2025, for one (1) student (12943852) as per IEP at a tuition of \$71,598.60

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves the District Enrollment Contract Addendum for Extraordinary services for the 2024 - 2025 school year effective September 5, 2024, to June 25, 2025, with ECLC of New Jersey at the rate of \$270 per day.

**3. Contracts with Anne Hunkler**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Anne Hunker Karanikas for contracted Behavioral Consultation within the school from 07/01/24 to 07/26/24 for one (1) student (ID#s 16568830) as per the IEP for 3 hours per week for a total of 12 hours @ \$80/hr. not to exceed a total of \$960.00.

**4. 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
10/11/24	8th Grade	New York City	Elizabeth Barter Karina Chacon Erin Giarrusso James Haggerty Perry Hooker Carol Hueston Jacqueline Medina Amanda Porter Fernando Rivera

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education approves payment at the contractual rate of \$150.00.

**5. Middle School Activity**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following Middle School Activity:

Date	Grade	Activity	Staff Member
10/10/24	5th-8th Grades	Therapy Dog (During recess in Bulldog Park)	Gina Sodora

**6. Structured Dog Therapy Program** (Attachment)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Structured Dog Therapy Program for the Elementary School the 2024-2025 school year.

**7. Elementary School Field Trips and Activities**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the proposed Elementary School field trips and activities for the 2024-2025 school year.

Month	Activity	Description
September	Back to School Night 9/18	
	Kid's Heart Challenge	Kicks off 9/26, continues through October
October	Picture Day	
	LLD Field Trip	Wightman Farm
	Grade 1 Field Trip	Turtle Back Zoo
	LLD Field Trip	Mendham Twp. Library
November	LLD Field Trip	Mendham Twp. Fire Dept.
December	Grade 3 Quest Field Trip	Morristown Unitarian Universalist Fellowship STEM/STEAM Adventures
	Grade 3 Field Trip	Centenary Stage Company
	LLD Field Trip	Trader Joes
January	LLD Field Trip	Priscilla's Pantry

February	LLD Field Trip	Lifetown Shoppes
	Pre-K Field Trip	Brookside Post Office
March	Grade 3 Field Trip	MPAC
	Grade 4 Quest Field Trip	Morristown Unitarian Universalist Fellowship G & T Workshops
	LLD Field Trip	Whole Foods
	Grade 3 RR Field Trip	The Seeing Eye
April	Grade 1 Field Trip	Raritan Valley CC Planetarium
	KDGN Field Trip	The Frelinghuysen Arboretum
	Grade 3 Field Trip	Liberty Science Center
	Grade 2 Field Trip	Franklin Mineral Museum
May	LLD Field Trip	MPAC
	Grade 4 Field Trip	Lake Hopatcong Floating Classroom
	Grade 2 Field Trip	Turtle Back Zoo
	Grade 4 Field Trip	Camp Bernie YMCA

## **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 August 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 August 2024 Board Secretary’s Reports.

3. **Treasurer’s Report**

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

4. **August 2024 Transfer Reports**

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

5. **September 2024 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the September 2024 Bills List, which includes payroll checks N0574 through N0576.

Fund 10 - Treasurer Account	\$
Fund 11 - Treasurer Account	\$
Total:	\$

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
Annual School Health Conference	10/16/24	Kerri McCloskey	\$295.00 + Mileage Reimbursement	\$295.00 + Mileage Reimbursement

Somerset, NJ				
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7. **HVAC/Hot Water Boiler Maintenance Agreement** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves J & M Cooling/Heating, LLC of Caldwell, NJ, to provide preventive maintenance for the HVAC and Hot Water Boiler equipment at both the Mendham Township Elementary and Middle Schools for the 2024-2025 school year.

8. **Interlocal Agreement with Mendham Township** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Interlocal Agreement with Mendham Township for shared custodial services effective September 1, 2024, through June 30, 2025, for the 2024-2025 school year.

9. **Jointure Transportation Agreements - To and From for the 2024-2025 School Year** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following joint transportation agreements between the Mendham Township Board of Education and the following school districts for the 2024-2025 school year:

- Chester School District - to PG Chambers
- Randolph Township Schools- to ECLC
- Randolph Township Schools- to PG Chambers

**Personnel and Human Resources**

1. **Administrative Goals** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached goals for District and Building Administrators for 2024-2025.

2. **Assistant Superintendent** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Dr. Robert Koroski as the Assistant Superintendent, at a prorated salary of \$176,091 effective October 1, 2024, for the 2024-2025 school year.

3. **Rescind - Kristin Marx** *(Attachment)*

**BE IT RESOLVED** that the Board of Education rescinds the appointment of Kristin Marx for the 2024-2025 school year.

4. **Extra Hours - Deborah Nisivoccia**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours for Deborah Nisivoccia and Elizabeth Barter



(Substitute) to cover zero period at an hourly rate of \$36.17 for the 2024-2025 school year.

5. **Extra Teaching Periods**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra teaching periods for the following Middle School Teachers at a year-long stipend of \$8,500.00 each:

- Corinne Butler - Extra Math 5 Resource Room
- Diana Gomez - Extra Math 5 Period
- Charlene Pintado - Extra Science 5 In-Class Support Period

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 (split)	\$2,379.46	Laura Porrovecchio
Tiger Chorus/Grade 3 (split)	\$679.56	Lauren Fittipaldi
Tiger Chorus/Grade 4 (split)	\$2,379.46	Laura Porrovecchio
Tiger Chorus/Grade 4 (split)	\$679.56	Lauren Fittipaldi

7. **Middle School Schedule C Stipend Position - Revised**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the revised 2024-2025 Schedule C Stipend position for Middle School:

Activities	2024-2025 Salary	Staff Member
Girls Lacrosse (split)	\$2,875.00	Carol Hueston
Girls Lacrosse (split)	\$2,875.00	Jacqueline Medina

8. **Elementary School Schedule B Stipend Positions**

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

Activities	2024-2025 Salary	Staff Member
Leaders in Training Program Coordinator	\$272.00 base + Max of 10 events @ \$70.00 each, not to exceed a total of \$972.00 per team or program	Briana Panetta
Kid's Heart Challenge	\$277.00	Briana Panetta

9. **ABA Stipends for the 2024- 2025 School Year**

**BE IT RESOLVED** that the Mendham Township Board of Education approve Nancy Hammer and Beth Smith to receive a stipend in the amount of \$4,000.00 each for the entirety of the 2024-2025 school year. This stipend reflects the additional needs of supporting a student receiving ABA support, where data, graphing, and monitoring of the student's program are done on a daily basis, to support the regular adjustments in the student's individual program.

10. **Mentor for Provisional Teachers**

**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
Kerri McCloskey	Alexandra Gonzalez	CE	\$550.00

11. **New Hire: Mary Heather Fortier, Substitute Transportation Driver**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Mary Heather Fortier as a Substitute Transportation Driver, pending completion of paperwork, at an hourly rate of \$28.00 for the 2024-2025 school year.

**Policy and Planning**

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

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

P 2365 Acceptable Use of Generative Artificial Intelligence (AI)

## XIV. ACTION ITEMS

### Curriculum and School Programs

#### 1. Home Instruction

**BE IT RESOLVED** that the Mendham Township Board of Education approves Learn Well Student Services to provide home instruction for student (ID# 15761718) for a total of 10 hours a week at a rate of \$58.50 per hour, effective 09/05/24 until the student is able to return to school.

### Personnel and Human Resources

#### 1. Tammy Wulffers, Full-Time Custodian

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Tammy Wulffers as a Full-Time Custodian, previously approved as a Substitute Custodian, at a salary of \$40,000.00, effective September 9, 2024, for the 2024-2025 school year.

#### 2. Susan Reuter, Transportation Bus Aide

**BE IT RESOLVED** that the Mendham Township Board of Education approve the revised salary for Susan Reuter to \$26,567.00 (due to an hour added to her route) effective September 4, 2024, for the 2024-2025 school year.

#### 3. Leave of Absence - Deborah Mercurio

**BE IT RESOLVED** that the Mendham Township Board of Education hereby approves Deborah Mercurio, School Bus Driver, for leave of absence commencing September 23, 2024, under the Federal Family Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA), while utilizing Five (5) sick days, and ending after one week on September 29, 2025.

**BE IT FURTHER RESOLVED** that the Mendham Township Board of Education hereby approves Deborah Mercurio with an anticipated return to work date of September 30, 2025.

#### 4. Elementary School Extra Instructional Periods for 2024-2025

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following staff members to teach extra periods of instruction during the 2024-2025 school year, effective September 9, 2024, 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**

Zero Period ES Multi-Sensory Reading Program	5 period/wk	Dawn Cullinan	\$8,500.00
Zero Period MS Multi-Sensory Reading Program	5 period/wk	Jennifer Vazquez	\$8,500.00

**Mr. Dumovic moved to approve the Action Item - Curriculum and School Programs - item 1, Personnel and Human Resources - items 1 - 4; seconded by Dr. Mandel, and the motion was CARRIED in a roll call vote: Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, Mr. Dubeck; yes, and Mrs. Mody, yes – motion carries.**

**XIV. Discussion**

Mr. Dumovic - Reported to the BOE that Mr. Ray Pinney from NJ School Boards will be coming to our Regular Monthly Meeting on October 29, 2024, to recognize the board's accomplishment of becoming a certified board and highlight our accomplishments.

Dr. Constantino reported that Charlene Peterson will also be attending that meeting.

**XV. Verbal Communications from the Public - None.**

**XVI. Adjournment**

Moved by Dr. Mandel, seconded by Mr. Dubeck, to adjourn the Work Session meeting of September 17, 2024. The meeting was adjourned at 8:34 p.m.

Respectfully submitted,

Donna Mosner  
School Business Administrator/Board Secretary