

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL MEDIA CENTER ROOM
WORK SESSION MEETING MINUTES
TUESDAY, JANUARY 17, 2017, 7:30 PM**

I. Call to Order

The meeting was called to order at 7:30 pm.

II. Flag Salute

III. Roll Call of the Board of Education

Mr. Jeffrey Brauner	President	Present
Mr. Brian Jendryka	Vice President	Present
Mrs. Jocelyn deGrandpre		Present
Mr. Kenneth Elgarten		Present
Mrs. Gretchen Holquist		Present
Mr. Aadithya Thayyar		Present
Mr. Fion Wood		Present

Also Present: Dr. Salvatore Constantino, Superintendent
Mr. Thomas Kryger, Business Administrator/Board Secretary
General Public - None

IV. Sunshine Law

The New Jersey Open Public Meetings Law was enacted to insure 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, the Mendham Township Board of Education has caused notice of this meeting to be published by having 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

Dr. Constantino reported to the Board of Education on the following items:

- All monthly Emergency /Fire Drills were conducted in good fashion. The Mendham Township Police and Fire Departments were acknowledged for their assistance and cooperation.
- The Character Education Assembly was held at the elementary school on January 12. The program was conducted by Ms. Probert and several 3rd and 4th grade students.
- Dismissal times for elementary students have been adjusted by several minutes to reduce wait times sitting on the bus. So far, the change has been successful.
- The Tiger Chorus Concert will be held on January 18 at the elementary school. The student concert is at 9:30 am and the performance for parents will be at 7:00 pm.

- Middle school teachers from the Math, Science, Language Arts and Social Studies departments attended department level articulation meetings at the WMMHS district. Their involvement at these meetings will assist in having our students be prepared for the high school curriculum.
- The Language Arts staff at the middle school has been working to identify any curriculum changes from the current Common Core Standards which may be needed to align the district with the New Jersey Student Learning Standards which will be in effect next year. The Math Department will complete the same process this year as well.
- The currently undefeated Girls Basketball Team will play their final home game of the season on January 19 against Roxbury. All are encouraged to attend.
- The annual Geography Bee will be held on January 20, 2017.
- Dr. Constantino recognized the district's Governor's Educator of the Year for 2016-2017. Earning these awards were Mr. Kevin O'Keefe at the elementary school and Ms. Carol Hueston at the middle school. Congratulations on this accomplishment.
- The EVVRS report for the period ended December 31, 2016 is available for all Board members to review.

VI. Board President's Report

Mr. Brauner reminded Board members to complete this year's Personal/Financial Disclosure statements which are due to the School Ethics Commission in April.

VII. Correspondence

Mr. Kryger noted that the new Board Census report has been filed with the NJ School Boards Association. Once acknowledged, Board members will be registered for their next level of mandatory training.

Mr. Kryger also distributed the 2017 schedule of Bills List review to Board members.

VIII. Committee Reports – There were no Committee meetings held in January 2017.

IX. CONSENT ITEMS for January 24, 2017

Approval of Minutes (Attachments)

Regular Session Meeting: December 20, 2016

Curriculum and Instruction

1. ABA Consult

BE IT RESOLVED that the Mendham Township Board of Education Approves Anne Hunkler for ABA Consult within the School for school year 2016/2017 as follows:

1 student – 2 hours/week for 24 wks = 48 hours @ \$80.00 = \$3840.0
(this is in addition to the 1 hour/week put through on Dec. 19, 2016)

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Jennifer Dolise for the 2016/2017 school year as per IEP for student

4 Hours of ABA Consult for preschooler @ \$40.00 = \$160.00

3. Middle School Field Trips – date changes

BE IT RESOLVED that the Mendham Township Board of Education approves a change of date for previously approved field trips for the 2016-2017 school year with the cost to the district being school busing:

DATE	Activity
April 26, 2017	MTMS Regions Band Students Regions Band Festival West Essex High School
June 9 – 11, 2017 Previously June 2 -4	Overlook (Heifer) Farms Rutland MA

Operations and Finance

1. December 2016 Certification Reports

BE IT RESOLVED that the Mendham Township Board of Education certify pursuant to N.J.A.C. 6A:23-2.11 that as of December 2016 after review of the appropriations section of the July 2016 Secretary’s monthly fiscal reports and upon consultation with the Business Administrator to the best of our knowledge, no major account or funds has been over expended in violation of N.J.A.C. 6A:23-2.11 and sufficient funds are available for the remainder of the fiscal year.

2. Board Secretary’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2016 Board Secretary’s Reports. (Attachment)

3. Treasurer’s Report

BE IT RESOLVED that the Mendham Township Board of Education approves the October 2016 Treasurer’s Reports. (Attachment)

4. January 2017 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the November 2016 Bills List.

Fund 10 – General Fund	\$
Fund 20	\$
Fund 60 – Cafeteria	\$
Fund 61 – Pre-K	\$

5. 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 \$0.31 per mile).

Program Name	Date	Employee	Event Cost	Total Cost
Green Award – Mural Sketching In-house	12/22/16	Sarah Bizzarro	-0-	Substitute
On Course Training In-house	1/11/17	Kristy Whittle Charles Gallo	\$400 each	\$400 each Substitute
Techspo 2017 Atlantic City, NJ	1/26 & 1/27/17	Charles Gallo	\$425	\$425 plus Mileage reimbursement, tolls, parking, lodging
Serravello – Literacy Develop.	2/16/17	Lisa Tiboni	\$150	Substitute
School Bus Driver Safety Seminar Wayne, NJ	2/18/17	Deborah Templin	\$40	\$40 Substitute
Dyslexia Workshop South Plainfield, NJ	2/27/17	Jean Sosna	\$199	\$199 plus mileage reimbursement
Transportation Supervisor of NJ Conference Atlantic City, NJ	3/30/17 3/31/17	Margaret Hogan	\$325	\$325 plus Mileage reimbursement, tolls, parking, lodging
Routing & Scheduling Training Budd Lake, NJ	4/24/17 5/1/17 5/8/17 5/18/17	Jean Barno	\$556	
Overlook Farms Field Trip Rutland, MA	6/9 – 6/11/17	Briana Panetta (to chaperone)	-0-	Substitute

6. School Bus Emergency Evacuation Drill Reports

BE IT RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Assumption School detailing the November 17, 2016 drill at 7:30 a.m. at 91 Maple Ave., Morristown, NJ for Routes ASP01A and ASP02A and supervised by Margaret Hogan.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Willow School detailing the November 18, 2016 drill at 7:57 a.m. at 1150 Pottersville Rd, Gladstone, NJ for Bus 8 and supervised by Margaret Hogan.

7. Field Trips Charter Bus Transportation

BE IT RESOLVED that the Mendham Township Board of Education, having received the following four (4) quotes approves the Frank Martz Group for the Mendham Township Middle School field trip to Overlook Farms in Rutland, Massachusetts on June 9, 2017 and return trip home on June 11, 2017 from Overlook Farms in Rutland, Massachusetts:

Charter NAME	Price	Trip Awarded to:
Panorama Tours	SOLD OUT	
Lakeland	SOLD OUT	
Raritan Valley	\$2,180 each way; \$4,360 total	
Frank Martz Group w/seat belts	\$2,028 each way; \$4,056 total	Frank Martz Group

Personnel and Human Resources

1. Revision to Non-Tenured Certificated Staff Reappointment of Stephanie Mitchell– step and salary
BE IT RESOLVED that the Mendham Township Board of Education approves the revision to the appointment of Stephanie Mitchell, Elementary School Teacher for the 2016-2017 school year as follows:

<u>Last Name</u>	<u>First name</u>	<u>Degree</u>	<u>Step</u>	<u>FTE</u>	<u>Salary</u>
MITCHELL	STEPHANIE	BA	3	F	\$ 50,595.00

2. Mendham High School Future Educators of America Shadowing
BE IT RESOLVED that the Mendham Township Board of Education approves three (3) Mendham High School students from the Mendham High School Future Educators of America, to shadow the following Middle School Teachers on February 22, 2017:

Ms. Megan Ryan
Mrs. Christine Yawger
Mrs. Sara Cyr-Alai

3. New Hire: Substitute Transportation Driver
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following Substitute Transportation Drive for the 2016-2017 school year effective March 1, 2017, at an hourly rate of \$22.25:

Kathy Buerger – retired MTMS Transportation Driver

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Kathy Buerger as a Substitute Transportation Assistant for the 2016-2017 school years effective March 1, 2017 at an hourly rate of \$17.56.

4. New Hire: Substitute Nurse
BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following substitute nurse for the 2016-2016 school year at the current rate of \$125.00 per day.

Dawn Freeman-McDonough (Attachment)

5. New Hire: Substitute Teacher
BE IT RESOLVED that the Mendham Township Board of Education appoints the following substitute teacher for the 2016- 2017 school year at the current rate of \$87.00 a day for days 1 to 20 and \$92.00 a day for days 21 to 40 with a New Jersey Teacher’s Certificate and \$82.00 a day for days 1 to 20 and \$87.00 a day for days 21 to 40 with a County Substitute Credential:

JoAnn Luciano

6. Staff Resignation

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Suzanne Kear dated and effective December 23, 2016,

7. Tiny Tigers Staffing - Temporary Hours

BE IT RESOLVED that the Mendham Township Board of Education approves the temporary extension of hours of Alison Kentos to work as an Instructional Aide in the Tiny Tigers Program on an as needed basis at an hourly rate of \$16.78.

X. Adjourn to Closed EXECUTIVE SESSION

WHEREAS, Chapter 231 P.L. 1975, also known as the Sunshine Law, authorizes a public body to meeting in executive session under certain limited circumstances, and

WHEREAS, said law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Mendham Township that it does hereby determine that it is necessary to meet in executive session at this time to discuss a student matter. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Moved by Mr. Jendryka, second by Mr. Thayyar to adjourn to Closed Executive Session. The Board entered Executive Session at 7:51 pm.

XI. Reconvene Open Work Session Meeting

The Board reconvened the Regular Open Session Meeting at 8:10 pm.

XII. Discussion

The Board discussed the 2017-2018 school calendar. The WMMHS district is apparently seriously considering having the first day of school be scheduled for Monday, August 28, 2017 – prior to Labor Day. The Board discussed the option of following suit, or maintaining the current plan to begin on September 7. Dr. Constantino will develop a survey for district parents to gather feedback prior to the Board approving either plan. Ms. deGrandpre reported that she has had contact with the Chester Board of Education and they are considering a plan to “phase-in” a pre-Labor Day start over the next two years.

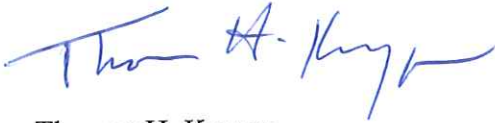
XIII. Verbal Communications from the Public

None.

XIV. ADJOURNMENT

Moved by Ms. deGrandpre, second by Mr. Jendryka to adjourn the meeting. The meeting was adjourned at 8:28 pm.

Respectfully submitted,



Thomas H. Kryger
Business Administrator/Board Secretary