

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL MEDIA CENTER ROOM  
REGULAR SESSION MEETING MINUTES  
TUESDAY, JANUARY 24, 2017, 8:00 PM**

**I. Call to Order**

The meeting was called to order at 8:00 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  
Ms. Julianne Kotcho, MTES Principal  
Nathanya Simon, Esq., Schwartz Simon Edelstein & Celso  
Stephen M. Bacigalupo, Esq., Schwartz Simon Edelstein & Celso

**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. 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 Ms. deGrandpre, second by Mr. Jendryka to adjourn to Closed Executive Session. The Board entered Closed Executive Session at 8:02 pm.**

**VI. RECONVENE REGULAR SESSION MEETING**

The Regular Session meeting was reconvened at 9:40 pm.

**VII. Superintendent's Report**

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

- The Mendham Township School District's 2016-2017 Governor's Educator of the Year award winners, Mr. Kevin O'Keefe (MTES) and Ms. Carol Hueston (MTMS) will be recognized at the Board's Regular Meeting in February.
- Survey data regarding the 2017-2018 school calendar will be provided to Board members for committee meetings to be held the week of February 13.
- Middle school students completed a reading/writing or other classroom activity related to Dr. Martin Luther King, Jr. or other civil rights topics.
- The middle school held an "active shooter drill" with assistance from the Mendham Township Police Department. Staff and students did an excellent job.
- The Morris County Girls and Boys basketball tournaments both get under this week. The boys are a #8 seed while the girls have earned the #1 seeding.
- The 8<sup>TH</sup> Grade trip to New York City was held on January 13. It was a huge success and student cooperation and behavior was outstanding.
- All middle school social studies classes participated in this year's school Geography Bee. Zach Barban is this year's champion and will be honored at the February Work Session meeting.
- Representatives from the WMMHS District will be visiting the middle school on January 25 to speak with eighth graders about transitioning to the high school next year.
- Projected elementary school program registrations for the 2017-2018 school year are quite robust. Although all registrations have not begun, interest is high for the Pre-K, Kindergarten and Tiny Tiger programs.
- The elementary school held an "active shooter drill" with assistance from the Mendham Township Police Department. Staff and students did an excellent job.
- The elementary school Book Swap is currently being conducted and will run through early February.

**VIII. Board President's Report**

None.

**IX. Correspondence**

Mr. Kryger reported on the following correspondence:

- The Morris County School Boards Association will sponsor a First Amendment Rights program which will be conducted at Dover High School on February 8, 2017.

- The New Jersey School Boards Association will be holding their annual Technology Conference on March 2, 2017 in West Windsor.
- A letter received from a district parent, Rachel Harrison, advocating that the Board give new consideration to moving to a full day kindergarten program for the entire year for the 2017-2018 school year.

**X. 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 @ \$45.00 = \$180.00

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.

Certified by:

  
 \_\_\_\_\_  
 Thomas H. Kryger  
 Business Administrator/Board Secretary

2. Board Secretary's Report

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

3. Treasurer's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the November 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	\$490,279.82
Fund 20	\$ 13,564.08
Fund 60 – Cafeteria	\$ 34,106.16
Fund 61 – Pre-K	\$ 2,195.97

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	Jean Barno	\$556	

	5/8/17 5/18/17			
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:

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

Kathy Buerger – retired MTMS Transportation Driver

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.

**Moved by Mr. Wood, second by Ms. Holquist to approve Consent Agenda Items for January 24, 2017 for the Approval of Minutes as indicated, Curriculum & Instruction, Operations & Finance and Personnel & Human Resources. Roll call vote: Ms. deGrandpre, Mr. Elgarten, Ms. Holquist, Mr. Jendryka, Mr. Thayyar, Mr. Wood, Mr. Brauner, all Ayes. Motion passes.**

**XI. ACTION ITEMS**

**Curriculum and Instruction**

1. Elementary School Field Trips–Confirmation of Previously Approved Proposed Field Trips  
BE IT RESOLVED that the Mendham Township Board of Education reapproves the following field trips for the 2016-2017 school year which were approved conceptually by the Board on July 18, 2016:

<b>Date</b>	<b>Grade</b>	<b>Activity</b>	<b>Cost to Board/Transportation</b>	<b>Cost to Student</b>	<b>Chaperones</b>
2/2/17	Grade 4 17 students	Chess Tournament Stanlick Elementary School	\$255	\$15	Dori Smyth Parent volunteers

**Personnel and Human Resources**

1. 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:

Lisa Connell

1. Extra Instructional Periods  
BE IT RESOLVED that the Mendham Township Middle School approves Sara Cyr-Alai for ten (10) extra periods for a total of \$472.30 and Christine Varijian for twenty (20) extra periods for a total of \$944.60, between January 26, 2017 and April 6, 2017 for Grades 7 and 8 LA/SS research based writing intervention at a pro-rated 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.

**Moved by Ms. deGrandpre, second by Mr. Thayyar to approve Action Items for January 24, 2017 for Curriculum & Instruction and Personnel & Human Resources. Roll call vote: Ms. deGrandpre, Mr. Elgarten, Ms. Holquist, Mr. Jendryka, Mr. Thayyar, Mr. Wood, Mr. Brauner, all Ayes. Motion passes.**

**ADDENDUM TO THE MENDHAM TOWNSHIP**  
**BOARD OF EDUCATION AGENDA**

**RESOLUTION OF THE MENDHAM TOWNSHIP BOARD OF EDUCATION  
REGARDING THE HIB HEARING OF STUDENT #1205473963**

**WHEREAS**, on or about December 1, 2016, the parents of Student #1205473963, through counsel, sought to both appeal the harassment, intimidation and/or bullying (“HIB”) determination with regard to the HIB Report dated October 24, 2016 and to schedule a HIB hearing until after January 10, 2017; and

**WHEREAS**, on or about December 15, 2016, counsel for the Mendham Township Board of Education (“Board”) advised parents’ counsel that the Board was prepared to schedule the HIB hearing in executive session on Tuesday, January 24, 2017; and

**WHEREAS**, on or about January 18, 2017, parents’ counsel confirmed that his clients would be available for the HIB hearing on Tuesday, January 24, 2017; and

**WHEREAS**, on January 24, 2017 a HIB hearing was held before the Board and, at that time, the parents of Student #1205473963, accompanied by counsel, did attend the HIB hearing and presented evidence and offered their testimony and that of another parent, on their behalf; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board, after having considered all of the testimony and evidence presented before it, has determined that Student #1205473963 did engage in an act of HIB as that term is defined by N.J.S.A. 18A:37-14; and

**BE IT FURTHER RESOLVED**, that the Board hereby affirms the HIB determination with regard to the HIB Report dated October 24, 2016, so that the record reflects that Student #1205473963 did commit an act of HIB; and

**BE IT FURTHER RESOLVED**, that the Superintendent of Schools is to provide written notification of this decision to the parents of Student #1205473963 within five days.

**Moved by Mr. Elgarten, second by Mr. Thayyar to approve the Addendum Resolution of the Mendham Township Board of Education for the January 24, 2017 Board meeting related to the HIB Hearing of Student #1205473963 as indicated above. Roll call vote: Ms. deGrandpre, Mr. Elgarten, Ms. Holquist, Mr. Jendryka, Mr. Thayyar, Mr. Wood, Mr. Brauner, all Ayes. Motion passes.**



**XII. Discussion**

The Board of Education discussed the following items:

- The school calendar survey. Dr. Constantino presented the results of the school calendar survey which indicated that district parents were split nearly evenly on whether to move the first day of school for 2017-2018 to August 28, 2017 to align with the high school district or to leave the first day as scheduled on September 7, 2017. Discussion will continue next month.
- Full Day Kindergarten. The Board discussed the correspondence received from Rachel Harrison, a district parent, regarding support for moving to a full day Kindergarten program. The Board will continue this discussion next month while considering all implications of making changes to the program.

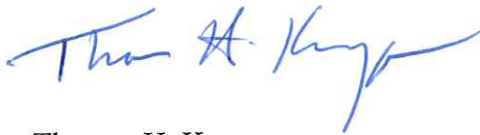
**XIII. Verbal Communications from the Public**

None.

**XIV. ADJOURNMENT**

**Moved by Mr. Jendryka, second by Mr. Thayyar to adjourn the meeting. The meeting was adjourned at 10:15 pm.**

Respectfully submitted,



Thomas H. Kryger  
Business Administrator/Board Secretary