

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL MEDIA CENTER ROOM  
REGULAR SESSION MEETING MINUTES  
TUESDAY, MAY 23, 2017, 7:30 PM**

**I. Call to Order**

The meeting was called to order at 7:31 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		Departed 9:53 pm.
Mrs. Gretchen Holquist		Present
Mr. Aadithya Thayyar		Present
Mr. Fion Wood		Absent

Also present: Dr. Salvatore Constantino, Superintendent  
Thomas Kryger, Business Administrator/Board Secretary  
Mr. Charles Gallo, MTES Teacher  
Ms. Sarah Bizzarro, MTES Teacher  
Ms. Julianne Kotcho, MTES Principal  
Mr. Brian Scharle, Source 4 Teachers  
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 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 elementary school will hosting the annual Festival of the Arts on May 25, 2017.
- School will be closed on Friday, May 26 as an unused snow day will be utilized.
- Current 4<sup>th</sup> graders will have the opportunity to participate in 5<sup>th</sup> grade transition activities on May 30 in preparation for their move to the middle school next year.
- The annual Minisink trip will take place on May 31.

- NJASK Science exams will be administered to 4<sup>th</sup> and 8<sup>th</sup> graders on May 31.
- The elementary school will present a Health and Wellness Fair on June 2.
- The annual Shakespeare Festival will also take place June 2.
- The annual “Lemon Ball” program will be held on June 9.
- The middle school graduation ceremony will be held on June 20 which is the final day of school.
- The “Coins for Kids” fund raiser for St. Peters’ Orphanage in Denville will continue at the elementary school through May 25.
- The Board of Education self-evaluation and the annual CSA evaluation are both now available to Board members on the New Jersey School Boards Association website. These should be completed by June 10, 2017.
- The Board will be recognizing Ms. Cindy Scharf-Dour at the June Work Session meeting. Ms. Scharf-Dour will be retiring on June 30.
- The district’s new website is being developed and is expected to be launched in early July.
- The Board will continue to schedule training sessions with the New Jersey School Boards Association to complete the process of completing certification. Mr. Kryger will coordinate the scheduling.

## **BOARD PRESENTATIONS:**

Mr. Charles Gallo, MTES Technology teacher, made a presentation to the Board of Education on the MakerSpace program which he has been conducting for elementary school students. Mendham Township is one of the few elementary schools in New Jersey which offers this program. The program provides students with the opportunity to create, invent, explore and tinker with various projects while applying concepts involving technology, engineering and science. One recent project involved developing a method to drop an egg from 15 feet and not have the egg break. The program utilizes many donated items from the community in the design and completion of these projects. There are also assessment measures in place to evaluate student progress.

Ms. Sarah Bizzarro, MTES Art teacher, made a presentation to the Board of Education on the new Art Explorers program to be offered at the elementary school. This new program will offer interested students an opportunity to experience a higher level of appreciation of art than the Advanced Art Program. The program will also provide students an avenue to exhibit a higher level of their own artistic expression. Their exposure to and interaction with classical artists will also be enhanced through the new program. The program will also incorporate student assessments to evaluate progress throughout the year.

Mr. Brain Scharle, a representative from Source-4-Teachers made a presentation to the Board of Education on the merits of using his company’s services to manage the district’s task of procuring and scheduling substitute teachers and aides. Source-4-Teachers maintains a large pool of qualified personnel to provide these substitute services. The company would handle the assigning of substitutes to our district as well as processing of payroll for substitutes. Current substitutes working for the district would be retained, but would work with Source-4-Teachers

for scheduling. The size of the district's substitute pool would also be enhanced as Source-4-Teachers draws personnel from a wider geographic area than the district currently employs.

## **VI. Board President's Report**

None.

## **VII. Correspondence**

- Mr. Kryger updated information on the Direct Energy gas bill situation. Apparently, Direct Energy has been billing the Mendham Borough School District for one of the accounts that may belong to our district since 2010. Direct Energy has been asked to provide more solid substantiation that the account does in fact belong to Mendham Township.
- Mr. Kryger informed the Board that Nominating Petitions for the November 2017 School Board election are do not later than July 31, 2017. There will be two Board member positions to be filled.
- Mr. Kryger is waiting to hear from Mendham Township on suggested changes to the proposed Hold Harmless agreement related to the district's fuel storage tank at the Mendham Township Department of Public Works.

## **VIII. Committee Reports**

### ➤ **Curriculum and Instruction** – Mr. Thayyar.

The committee discussed the suspension, truancy and emergency/fire drill reports for the month, the new Art Explorers program, two new novels to be incorporated into the sixth and seventh grade curriculum and the approval of a Strength and Conditioning physical education class for 2017-2018. Other discussion topics included the confirmation of previously approved field trips and chaperones, a request for mediation by the parents of a special need student and a status update on an existing HIB incident. The committee was also informed that presentations by Ms. Bizzarro (Art Explorers) and Mr. Gallo (MakerSpace) would be on the agenda for the Board's Work Session meeting.

### ➤ **Operations and Finance** – Mr. Kryger.

Committee discussion included the approval of the Board's meeting schedule through June 2018, the resolution for district tax collection for 2017-2018, agreements with the Morris County Ed Services Commission for transportation and professional support services, the 2017-2018 out of district tuition rates, transportation arrangements for Project Graduation (high school district) and Mendham Township Boy Scouts and the 2017-2018 lease agreement with Andrea Castiglione for before/after care at the elementary school. Finally, the committee reviewed the status of a health concern with a district bus driver and the Hold Harmless agreement with Mendham Township on the fuel storage tank located at the DPW.

### ➤ **Personnel and Human Resources** – Ms. deGrandpre.

The committee discussed the reappointment of MTEA Non-Certificated staff for 2017-2018, the approval of field trip chaperones, acceptance of a notice of staff retirement from Cynthia Scharf-Dour, substitute aide coverage for the Tiny Tiger program and an appointment to provider Home Instruction for one student. The committee also reviewed the possibility of engaging Source-4-Teachers to manage substitute personnel in the district, two new job descriptions (Lead Technician and Director of Human Resources), the Superintendent's contract and prospective changes in teaching staff for 2017-2018.

- **District Planning** – No meeting.
- **Policy & Planning** – No meeting.

**IX. ACTION ITEMS for May 23, 2017**

**Approval of Minutes** (Attachments)

Work Session Meeting: April 18, 2017  
 Closed Executive Session: April 18, 2017  
 Regular Session Meeting: April 25, 2017

**Curriculum and Instruction**

1. New Instructional Material (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the adoption of the following new instructional material: (Attachment)

<b>SUBJECT/GRADE LEVEL</b>	<b>TITLE</b>
Grade 7	<u>The Outsiders</u> S.E. Hinton
Grade 6	<u>The Crossover</u> Kwame Alexander

2. Middle School – Extra Summer Hours 2017

BE IT RESOLVED that the Mendham Township Board of Education approves Erin Giarrusso, Middle School Nurse, for extra summer hours not to exceed 25 hours at the rate of \$39.96 per hour.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Alexandria Perrotta, Middle School Guidance Counselor, for extra summer hours not to exceed 20 hours at the rate of \$39.96 per hour.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Dan DePugh, Athletics, for extra summer hours not to exceed 20 hours at the rate of \$39.96 per hour.

3. Elementary School – Extra Summer Hours 2017

BE IT RESOLVED that the Mendham Township Board of Education approves Michelle Hofmann, Elementary School Nurse, for extra summer hours not to exceed 25 hours at the rate of \$39.96 per hour.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Stephanie Probert, Elementary School Guidance Counselor, for extra summer hours not to exceed 20 hours at the rate of \$39.96 per hour.

4. Child Study Team Evaluations

BE IT RESOLVED that the Mendham Township Board of Education approves up to five (5) Child Study Team evaluations to be conducted between July 5, 2017 and August 01, 2017, at a rate of \$400.00 for the Case Manager and \$350.00 for additional evaluations by LDTC, Psychologist, Social Worker and/or Speech Therapist.

BE IT FURTHER RESOLVED that the Board of Education approves payment of \$39.96 an hour for a special education teacher as well as a regular education teacher to attend the meetings.

5. ABA Consultation

BE IT RESOLVED that the Mendham Township Board of Education approves Anne Hunkler for Consult with parents in the month of May for 1 hour - \$80.00

6. Middle School Pilot Physical Education Program for 2017-2018 School Year

BE IT RESOLVED that the Mendham Township Board of Education approves the implementation of a Strength & Conditioning Physical Education Class as a pilot Physical Education Program in the 2017-2018 school year. (Attachment)

7. Sidebar Agreement with MTEA – Art Explorers (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves a Sidebar Agreement with the MTEA for the 2017-2018 school year, Art Explorers.

8. Middle School Field Trip –new

BE IT RESOLVED that the Mendham Township Board of Education approves the following field trip for the 2016-2017 school year:

DATE	GRADE	Activity	Cost to Board Transportation	Cost to Student	Chaperones
5/23/2017	7 & 8 15 students	To Elementary School: Students to teach lesson & activities that promote tolerance and acceptance as part of “One Mendham” district mission	Busing	-0-	Allie Perrotta

9. Elementary School Reading Support

BE IT RESOLVED that the Mendham Township Board of Education approves Ashley Bays for reading support from 8:00 – 8:45 a.m.

1 student – 2 times per week for a total of 8 periods @ \$47.23 per period.

10. Elementary School Fund Raiser and Payment of Additional Chaperone Hours: Lemon Ball

BE IT RESOLVED that the Mendham Township Board of Education approves the Elementary School Tiger Leaders (advisors Sarah Bizzarro and Laura Gallagher) Lemon Ball fund raiser benefitting Alex’s Lemonade Stand for the 2016 - 2017 school year, to be held on June 9, 2017, 6 pm. for Grades 2 thru 4 students.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Dawn Cullinan, Greg Gormly, Jean Sosna, and Kristy Whittle, to serve as chaperones for the Lemon Ball held on June 10, 2017 at the contractual rate of \$100 for events beginning after contractual hours.

9. Middle 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:

Date	Grade	Activity	Cost to Board/ Transportation	Cost to Student	Chaperones
5/19/2017	5-8 Band	Dorney Park Symphony Performance	Additional chaperone hours  See motion below	\$130	<u>Teachers in charge:</u> Russell Branch Karen Schaberg <u>Chaperones:</u> Devon DeGilio Matthew Lynch Francesca Hare Jennifer Vazquez Elizabeth Barter Michal Ferenc James Haggerty Allie Perrotta Cynthia Scharf-Dour Melanie Smith Erin Giarrusso (nurse)
5/25/2017	7 & 8	Peer Leaders to Elementary School 4 <sup>th</sup> Grade re: transition	Busing	-0-	Allie Perrotta
6/9, 10, & 11/2017	7	Overlook Farm, Rutland MA Selected 7 <sup>th</sup> graders to attend overnight Environmental/Global awareness trip to Overlook Farm (Massachusetts)	Additional chaperone hours  See motion below	\$339	<u>Teacher in charge:</u> Cynthia Scharf-Dour <u>Chaperones:</u> Geri Esposito Jenn Vazquez Tina Wright Brianna Panetta Matthew Viggiano
6/6/2017	5-8 Band	Performance for Elementary School	Busing	-0-	Russell Branch Karen Schaberg
6/7, 8 & 9/2017	8	Washington D.C. / Hershey Park	Additional chaperone hours  See motion below	\$533	<u>Teachers in charge:</u> Corinne Butler Stacey Bray <u>Chaperones:</u> Diane Emr Carol Hueston Sara Cyr Francesca Hare Donna CasaGrande Melanie Smith Craig Clausen Perry Hooker Matt Lynch Michal Ferenc Sharon Wright (nurse)
6/16/2017	8	Lewis Morris Park End of Year Celebration	Busing	-0-	<u>Teachers in charge:</u> Corinne Butler Stacey Bray <u>Chaperones:</u> Diane Emr Perry Hooker Carol Hueston

					Sara Cyr Carol Blanchard
5/30 to 6/1/2017	5	Minisink/Fairview Lake Environmental Education	\$8,150.00 Additional chaperone hours  See motion below	\$190	See list below
<b>Male Chaperones - Minisink</b>					
		<b>Primary (BOE Employee)</b>		<b>Secondary</b>	
		1. <b>Craig Clausen</b>		1. <b>Dan Shea</b> (returning chaperone)	
		2. <b>Matt Viggiano</b>		2. <b>Ben Monaghan</b> *** (pending paperwork)	
		3. <b>Michal Ferenc</b>		3. <b>Dillon Wintz</b> *** (pending paperwork)	
		4. <b>Dan DePugh</b>			
		5. <b>Kevin O'Keefe</b>			
				<b>Alternates</b>	
<b>Alternates: Perry Hooker</b>					
<b>Female Chaperones - Minisink</b>					
		<b>Primary (BOE Employee)</b>		<b>Secondary (MTMS alumni)</b>	
		1. <b>Erica Hays</b>		1. <b>Julia Purdy</b> *** (pending paperwork)	
		2. <b>Allie Perrotta</b>		2. <b>Carrie Molnar</b> *** (pending paperwork)	
		3. <b>Francesca Hare</b>		3. <b>Skyler Mattioli</b> *** (pending paperwork)	
		4. <b>Meg Ryan</b>		4. <b>Rebecca Ring</b> *** (pending paperwork)	
		5. <b>Nicole Sedita</b>		5. <b>Brittney Mattioli</b> *** (pending paperwork)	
				<b>Alternates: Taylor Smith</b> (returning chaperone)	
		<b>Nurse: Erin Giarrusso</b>		<b>***Board to reimburse fingerprinting fee</b>	

10. Payment of Additional Chaperone Hours for Field Trips Above

Dorney Park

BE IT RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate of \$120.00 for field trips which extend the day by more than two (2) hours to the above listed chaperones for the Grade 5-8 Band trip to Dorney Park on May 19, 2017.

Minisink

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the contractual payment of \$250.00 per night for staff who accompany students on overnight field trips and the payment of \$175.00 per night for Secondary Chaperones. The Board approves reimbursement of the cost of fingerprinting for Criminal History Review for the Secondary Chaperones.

Overlook Farm

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the contractual payment of \$250.00 per night for staff who accompany students on overnight field trips to the above listed chaperones for the Grade 7 trip to Overlook Farms on June 9, 10, and 11, 2017.

Washington D.C./Hershey Park

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the contractual payment of \$250.00 per night for staff who accompany students on overnight field trips to the above listed chaperones for the Grade 8 trip to Washington D.C./Hershey Park on June 7, 8, and 9, 2017.

**Operations and Finance**

1. April 2017 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 March 2017 after review of the appropriations section of the April 2017 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 March 2017 Board Secretary's Reports. (Attachment)

3. Treasurer's Report

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2017 Treasurer's Reports. (Attachment)

4. March 2017 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2017 transfer report. (Attachments)

5. May 2017 Bills List

BE IT RESOLVED that the Mendham Township Board of Education approves the May 2017 Bills List.

Fund 10 – General Fund	\$405,436.84
Fund 20	\$ 10,624.04
Fund 40 – Bonds	\$ 40,037.50
Fund 60 – Cafeteria	\$ 24,774.45
Fund 61 – Pre-K	\$ 7,920.00

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 \$0.31 per mile).



Program Name	Date	Employee	Event Cost	Total Cost
Changing How We Feel by Changing How We Think West Orange, NJ	5/9/2017	Michele Ippolito	\$79	\$79 plus mileage reimbursement
Character Is Forever Rider University	5/19/2017	Kristy Whittle Stephanie Probert	\$85 each	\$85 each plus mileage Substitute coverage for Ms. Whittle
2017 Title I Statewide Conference Princeton, NJ	5/24/2017	Thomas Kryger Robert Koroski	-0-	Mileage reimbursement, tolls, parking
Grade 5 Minisink/ Fairview Lake Trip – chaperone	5/30, 31 & 6/1/2017	Kevin O’Keefe	-0-	Substitute coverage
New Jersey Association of School Business Officials Annual Conference Atlantic City, NJ	6/7, 8 & 9 /2017	Thomas Kryger	\$275	\$275 plus Mileage reimbursement, tolls, parking
Lemon Ball Preparation In-district	6/9/2017	Sarah Bizzarro Laura Gallagher		Substitute coverage
Prescribing Controlled Substances in NJ/Administering Prescribed Substances On-line course	7/16/2017	Michelle Hofmann	\$80	\$80
Online Fitzgerald Health Education Association Nursing Certification Comprehensive Prep Test for NP Certification	Online	Michelle Hofmann	\$39.20	\$39.20
School/Classroom Visit re Spanish Curriculum Writing Tamaques Elementary School Westfield, NJ	6/7/2017	Maria Treiber	-0-	-0-

7. Use of District Facilities

BE IT RESOLVED that the Mendham Township Board of Education approves the following use of facility applications for the 2016-2017 school year with the right to cancel based on school events and needs:

Organization	Location	Dates	Times	Responsible Party
Twin Boro Bears Cheerleading	ES Science Room New Gym Field	Monday – Thursday 8/21 – 8/24	8:00 am – 3:00 pm	Amy Golier

Briana Panetta Fitness Instructor	<u>ES</u> New Gym	Tuesdays & Thursdays 9/12/17 – 6/2018	4:00 pm – 5:00 pm	Briana Panetta <i>(Briana will be offering fitness classes to MTSD employees)</i>
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❖ Subject to change due to conflicts with Mendham Township School events.

8. School Bus Emergency Evacuation Drill Reports (Attachments)

BE IT RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Mendham Township Elementary School detailing the April 26, 2017 drill at 8:45. at West Main Street, Brookside NJ, for Routes Van 2, Bus 10, Bus 14, Bus 15, Bus 17, Bus 19, Bus 20, Bus 23, Bus 21, Bus 27 and Bus 29 and supervised by Ms. Julie Kotcho/Margaret Hogan.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Report from the Mendham Township Middle School detailing the April 26, 2017 drill at 8:05, at Washington Valley Road, Brookside NJ, for Routes Van 2, Bus 10, Bus 12, Bus 14, Bus 15, Bus 20, Bus 23, Bus 26, Bus 27, Bus 29 and Bus 31 supervised by Dr. PJ Ciccone/Margaret Hogan.

9. 2017-2018 Professional Support/Non Public Services Agreement and Addendum – Educational Services Commission of Morris County

BE IT RESOLVED that the Mendham Township Board of Education approves the 2017-2018 Professional Support/Non Public Services Agreement and the Addendum for the Non Public School Security Aid Program between the Mendham Township Board of Education and the Educational Services Commission of Morris County.

10. Contract for Use of Facility with Mendham Boro Extended Day Program 2017-2018 - Andrea Castiglione

BE IT RESOLVED that the Mendham Township Board of Education renew the contract with the Mendham Boro Extended Day Program (c/o Andrea Castiglione) for the use of facilities for the 2017-2018 school year for the purpose of conducting an extended day care program at an annual fee of \$2,439.00. (Attachment)

11. Tuition Rates for 2017-2018 School Year

BE IT RESOLVED that the Mendham Township Board of Education approves the following tuition rates for the 2017-2018 school year:

Kindergarten	\$18,569
Grades 1-4	\$18,173
Grades 5-8	\$21,210

12. Submission of NJSIG Safety Grant Application – 2017-2018

BE IT RESOLVED that the Mendham Township Board of Education hereby approves the submission of the grant application for the 2017-2018 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, in the amount of \$2,800 for the period of July 1, 2017 through June 30, 2018.

13. 2017-2018 Transportation Agreement –Educational Services Commission of Morris County

BE IT RESOLVED that the Mendham Township Board of Education approves the 2017-2018 Joint Transportation Agreement between the Mendham Township Board of Education and the Educational Services Commission of Morris County. (Attachment)

14. Resolution for District Tax 2017-2018

RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2017-2018 is \$14,645,103 plus \$965,000 Principal Debt Service Payment and \$240,525 Debt Service Interest Payments 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, 2017	General Fund	\$ 1,220,425.00
August 1, 2017	General Fund	\$ 1,220,425.00
September 1, 2017	General Fund/Debt Tax Levy	\$ 1,304,525.00
October 1, 2017	General Fund	\$ 1,220,425.00
November 1, 2017	General Fund/Debt Tax Levy	\$ 1,570,462.50
December 1, 2017	General Fund	\$ 1,220,425.00
January 1, 2018	General Fund	\$ 1,220,425.00
February 1, 2018	General Fund	\$ 1,220,425.00
March 1, 2018	General Fund/Debt Tax Levy	\$ 1,959,525.00
April 1, 2018	General Fund	\$ 1,220,426.00
May 1, 2018	General Fund/Debt Tax Levy	\$ 1,252,713.50
June 1, 2018	General Fund	<u>\$ 1,220,426.00</u>
	TOTAL	\$ 15,850,628.00

15. Transportation – Grade 8 Graduation Class

BE IT RESOLVED, that the Mendham Township Board of Education approves providing transportation for the students of the Grade 8 graduating class from the Mendham Township middle school to the Vegas Restaurant in Randolph, New Jersey. Two buses with drivers will

be provided following the graduation ceremony on Tuesday, June 20, 2017. The district will assume associated costs.

16. Project Graduation Transportation – Mendham High School

BE IT RESOLVED, that the Mendham Township Board of Education provide transportation for the 2017 Project Graduation event for Mendham High School. The district will supply up to 6 buses, with drivers, and provide round trip transportation from Mendham High to the Branchburg Sports Complex in Branchburg, New Jersey. Transportation services will be billed at \$61/hour for each bus (with driver) supplied.

17. Mendham Township Boy Scout Troop Transportation

BE IT RESOLVED, that the Mendham Township Board of Education provide transportation for Mendham Township Boy Scout Troop #1 from Mendham High School on May 27, 2017 to Stormville, New York. The return trip will be from Kent, Connecticut on Monday, May 29, 2017 to Mendham High School. Transportation services will be billed at \$61/hour for one bus with driver.

18. Transportation Agreements – 2017-2018 School Year

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 below listed locations for the 2017-2018 school year:

<u>DISTRICT</u>	<u>Jointure Totals 2017-2018</u>
WMMHS	\$400,348.09

19. Dates for Board of Education Monthly Meeting – 2017-2018

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

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 cancelled or postponed.

<u>Month</u>	<u>Work Session</u>	<u>Regular Meeting</u>	<u>Year</u>
July	18	25	2017
August	15	22	2017
September	19	26	2017
October	10**	17**	2017
November	21	28	2017
December	12**	19**	2017

\*January 4, 2018 Reorganization Meeting (Thursday)

January	16	23	2018
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February	20	27	2018
March	13**	20**	2018
April	17	24	2018
May	15	22	2018
June	19	26	2018

\* Reorganization Meeting

\*\* Week Change

20. Extended School Year and Summer Transportation

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following summer transportation staff as Bus Drivers, Bus Aides, and Substitute Bus Drivers for the following routes above at an hourly rate of \$24.42:

Bus Drivers

JAMES	CASTIGLIONE	ESY Driver
JEREMY	CONOVER	ESY Driver
BRENDA	HELBIG	PG Chambers
DEBORAH	LUCIANO	ESY Driver
MARK	OTTOSON	MCAW/Montgomery/Rec

Bus Aides

DEBORAH	GETCHIUS	PG Chambers
KYONGHEE	KIM	PG Chambers
DEBORAH	MERCURIO	ESY Aide and Mail Delivery
DEBRA	WEBSTER	ESY Aide
MARGUERITE	OSWALD	Substitute

Substitute Bus Drivers

JEAN	BARNO
DONNA	BELL
KATHLEEN	BUERGER
OLGA	GARCIA
ROOSEVELT	MARIN
WARREN	MCCROY
NICHOLAS	MUSCATELLA
JOSEPH	PIAZZA
FRANK	POKRYSKA
SHARON	ROMERO
ROSALBA	SUAREZ
DEBORAH	TEMPLIN
MARGITT	TROCHA
ROBERT	UCCARDI
DANIEL	WOOD
CAROL	AVERETT
ELLIOTT	AVERETT III

SONDRA	FARNON
KATHLEEN	MCGINLEY
DOMINGO	MERCADO
STEVEN	MOLNAR
MICHAEL	NOVAK
MARIA	PARRALES
CHRISTA	PICO
FRANK	POKRYSKA
DONA	SUTTON
DONALD	VOGEL

Bus Dispatcher

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves appointment of the following summer transportation staff as Bus Dispatchers and Substitute Bus Dispatchers at an hourly rate of \$20.50:

TRACEY	MORRISON	
MERIETTE	ARWADY	Substitute
JAMES	CASTIGLIONE	Substitute
JOSEPH	PIAZZA	Substitute

Bus Cleaner

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves Sondra Farnon as a school bus cleaner not to exceed 84 hours at a rate of \$24.42.

21. Renewal of Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record Agreement with Phoenix Advisors, LLC for Bond Management/Continuing Disclosure

BE IT RESOLVED that the Mendham Township Board of Education approves the Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record agreement with Phoenix Advisors, LLC for bond management and Continuing Disclosure Agent responsibilities for an annual fee of \$850.00 for school year 2017-2018.

**Personnel and Human Resources**

1. Home Instructor

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Megan Ryan for Home Tutoring at a rate of \$41.00 an hour, to provide home instruction for a student effective May, 2017 – June 2017 for approximately 16 hours.

2. Staff Retirement- Cynthia Scarf Dour

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of retirement/resignation from Cynthia Scharf-Dour, Teacher, dated April 18, 2017 and effective June 30, 2017. (Attachment)

3. Staff Resignation – Jane Curylo

BE IT RESOLVED that the Mendham Township Board of Education accepts with regret the letter of resignation from Jane G. Curylo, Instructional Aide, date May 22, 2017 and effective June 30, 2017. (Attachment)

4. Tiny Tigers Staffing

BE IT RESOLVED that the Mendham Township Board of Education approves the following staff to serve as a substitute or additional aide for the Tiny Tigers Before Care Program as needed at an hourly rate of \$16.78

Pam Obremski

5. Leave of Absence: Elicer Sanchez Cardona

BE IT RESOLVED that the Board hereby approves Elicer Sanchez Cardona with an unpaid leave of absence from July 31, 2017 to August 4, 2017. (Attachment)

6. Elementary School Summer Curriculum Work Hours

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following each at the contractual rate of \$60 per hour for the following curriculum work:

Staff Member Name	Curriculum	# of Hours	Dates/Times
Lisa Tiboni Kellie DeGise Carolyn Allen Darlyn Pieper Theresa McNamara	Reading Committee	30	6/26 to 6/30 9:00am to 3:30 PM
Amy Williamson Laura Porrovecchio Erica Parke	Math Committee	18	7/26 to 7/28 9:00am to 3:30 PM
Kristy Whittle	Library	15	2.5 days TBA
Maria Treiber	Spanish	30	7/10 to 7/14

7. Summer Custodians

BE IT RESOLVED that the Mendham Township Board of Education approves the hiring of the following summer custodial help effective June 26, 2017 through August 18, 2017:

Name	Hourly Rate
Devin Crowley	\$10.00 per hour (pending all necessary paperwork)
Jack Monaghan	\$11.00 per hour
Joseph Montesano	\$10.00 per hour (pending all necessary paperwork)
Thomas Montesano	\$10.00 per hour (pending all necessary paperwork)
Claudia Torres	\$10.50 per hour

8. New Hire – Special Education Instructional Aide:

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following as a Special Education Instructional Aide for the 2017-2018 school year, effective September 1, 2017 at an annual salary of \$22,648.00.

Nicole Sedita

9. New Hire: Middle School Teacher – Gina Sodora  
 BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Gina Sodora, Middle School Teacher for the 2017-2018 school year, Full-Time, at an annual salary of \$50,945.00, BA, Step 2. (Attachment)
10. Reappointment of MTEA member support staff for the 2017-2018 school year  
 BE IT RESOLVED that the Mendham Township Board of Education approves the following MTEA member support staff reappointments for the 2017-2018 school year:

<u>MTEA Staff Member</u>	<u>Job Title</u>	<u>Salary</u>
Marian Arena	10 Month Instructional/Special Education Aide	\$24,756.00
Cynthia Blood	10 Month Instructional/Special Education Aide	\$34,484.00
Marianne Cofield	10 Month Instructional/Special Education Aide	\$34,578.00
Deb Hall	10 Month Instructional/Special Education Aide	\$25,894.00
Nancy Hammer	10 Month Instructional/Special Education Aide	\$31,009.00
Joy Lia	10 Month Instructional/Special Education Aide	\$23,794.00
Stephanie Sawicki	10 Month Instructional/Special Education Aide	\$23,214.00
Beth Smith	10 Month Instructional/Special Education Aide	\$27,980.00
Meredith Vazquez	10 Month Instructional/Special Education Aide	\$23,794.00
Cindy Nicol	10 Month Instructional/Special Education Aide	\$22,648.00
Patricia Porter	10 Month Instructional/Special Education Aide	\$22,648.00
Cheryl Riccardello	10 Month Instructional/Special Education Aide	\$22,648.00
Kelly Merlino	Part-Time Instructional Aide	\$17.68/ hr
Suzanne Molner	Part-Time Instructional Aide	\$17.25/ hr
Lacey Neil	Part-Time Instructional Aide	\$17.68/ hr
Karen A. F. Pasquale	Part-Time Instructional Aide	\$19.52/hr
Christine Rollo	Part-Time Instructional Aide	\$17.25/hr
Erin Santos	Part-Time Instructional Aide	\$17.25/hr
Halina Zamojtel	Part-time Instructional Aide	\$17.25/hr
Susan Oths	Part-Time Instructional Aide	\$17.25/hr
Dawn Montesano	Part-Time Instructional Aide	\$17.25/hr

11. Elementary School Schedule B Stipend Position 2017-2018  
 BE IT RESOLVED that the Mendham Township Board of Education approves the following 2017-2017 Co-Curricular Stipend position for Elementary School:

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

<b>Activities</b>	<b>17-18 Salary</b>	<b>Staff Member</b>
Advanced Artists Program Coordinator	\$2,479	Sarah Bizzarro
Art Explorers Program Coordinator	\$2,479	Sarah Bizzarro
ES School Publication Advisors	\$901 per advisor	Kristy Whittle Lisa Tiboni
Technology Integration Specialist	\$4,532 to be split	Charles Gallo Kristy Whittle
ES Chorus Director	\$2,479	Alice Allen
ES Band Director	\$2,479	Russell Branch



Tiger Leaders Program Advisors	\$1,239 Each	Sarah Bizzarro Stephanie Probert
School-Based Sustainability Program Coordinator	\$4,129.00	Erica Parke

12. Elementary School Special Project Schedule B Stipend Position 2017-2018  
 BE IT RESOLVED that the Mendham Township Board of Education approves the following 2017-2018 Co-Curricular Stipend position for Elementary School Special Project:

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

Activities	2017-18 Salary	Staff Member
Social Studies League, Grades 2 & 3	\$225	Nancy Fuller
Festival of the Arts	\$225	Sarah Bizzarro
Science EXPO Grade K-5	\$225 each	Diane Barlow Erica Parke
Health/Wellness Fair Spring 2017	\$225 each	Michele Hofmann Stephanie Probert

13. Elementary School Schedule B Stipend Enrichment Team  
 BE IT RESOLVED that the Mendham Township Board of Education approves the following 2017-2018 of Schedule B Enrichment Team/Programs:

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

Activities	2017-18 Salary	Staff Member
Girls On The Run 10 weeks 3:45 to 5 pm	\$225 base + max of ten events @ \$56 each, not to exceed total of \$788 EACH	Michele Hofmann Cindi Nicol
Talent Show	\$225 base + max of ten events @ \$56 each, not to exceed total of \$788 EACH	Laura Porrovecchio Stephanie Probert

14. SmartTime Instruction –Elementary School Extra Period Instruction  
 BE IT RESOLVED that the Mendham Township Board of Education approves the following staff members for extra periods of instruction for the SmartTime Instruction Program at the Elementary School for the 2017-2018 school year for three (3) periods a week, at a stipend of \$5,100.00 based on the stipend of \$8,500/year for an additional period five (5) times a week for a full year. This stipend will be paid for a maximum of three (3) days per week per person.

Jean Sosna  
 Lisa Tiboni  
 Kellie DeGise

15. Extra Period Instruction  
 BE IT RESOLVED that the Mendham Township Middle School approves the following staff members to teach extra periods of instruction during the 2016-2017 school year 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.

Geometry Teacher / Alg 2 (5 period/wk)	James Haggerty	\$8,500
8 <sup>th</sup> Grade Language Arts (2 periods/wk)	Sara Cyr	\$3,400
7 <sup>th</sup> Grade Language Arts (2 periods/wk)	Christine Yawger	\$3,400
6 <sup>th</sup> Grade Language Arts (2 periods/wk)	Carol Hueston	\$3,400
8 <sup>th</sup> Grade Math (1 period/wk)	Diane Emr	\$1,700
7 <sup>th</sup> Grade Math (1 period/wk)	James Haggerty	\$1,700
6 <sup>th</sup> Grade Math (2 periods/wk)	Kelly Wilce	\$3,400
Regions Band Workshop (2 periods/wk)	Russell Branch	\$3,400
Remedial Reading (5 period/wk) (each)	Jennifer Vasquez	\$8,500
	Carol Hueston	\$8,500

16. Schedule B and C Stipends 2017-2018 – Middle School

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2017-2018 Middle School Co-Curricular and Interscholastic Stipend positions:

Homework Club	Francesca Hare Noel Lazoricsek Matthew Viggiano	Maria Doto Michal Ferenc Megan Ryan
Minisink Director	Craig Clausen	
8th Grade Advisor (split)	Corinne Butler	Stacey Bray
Yearbook Advisors (2)	Geri Esposito (entire stipend)	
School Publication Advisors for Middle School (2)	Donna CasaGrande Melanie Smith	
Student Council Advisors for Middle School (2)	Perry Hooker Christine Varijian	
Chorus Director for Middle School	Ron Bergamotto	
Band Director for Middle School	Russell Branch	
String/Orchestra Director for District	Karen Schaberg	
Play Director	ON HOLD	
*ATOMS Team (outside school competitions)	Michal Ferenc	
*Jump/Stunt/Tumble Club	Amanda Porter	
*Robotics Team (outside school competitions)	Donna CasaGrande	
*Book Club	Catherine Gustavsen	
*Debate Team (outside school competitions)	Michal Ferenc	
Technology Integration Specialist	Melanie Smith	
Girls Field Hockey	Carol Hueston	
Girls Field Hockey JV ½ stipend)	If needed, secure in Fall	
Girls Soccer	Perry Hooker	
Boys Soccer	James Haggerty	
Cross Country	Daniel DePugh	
Boys Basketball	Daniel DePugh	
Girls Basketball	Mike Surella	
Girls Volleyball	Greg Racz	
Boys Volleyball	Craig Clausen	
Cheerleading	Gina Sodora	
Boys Lacrosse	Lou Sodano	
Girls Lacrosse	Carol Hueston	
Baseball	Craig Clausen	
Softball	Gina Sodora	
Athletic Director	Daniel DePugh	

17. Job Descriptions (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves for adoption the following Job Descriptions:

Lead Technician  
Director of Human Resources

**Moved by Ms. Holquist, second by Mr. Elgarten, to approve all Action Items for May 23, 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. Brauner. All Ayes. Motion passes.**

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 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 9:53 pm.**

XI. Reconvene Open Work Session Meeting

The Board reconvened the Regular Open Session of the meeting at 10:05 pm.

XII. Discussion

None.

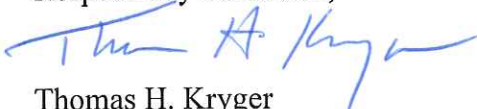
XIII. Verbal Communications from the Public

None.

XIV. Adjournment

**Moved by Mr. Thayyar, second by Ms. Holquist to adjourn the meeting. The meeting was adjourned at 10:05 pm.**

Respectfully submitted,



Thomas H. Kryger  
Business Administrator/Board Secretary