

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
ELEMENTARY SCHOOL MEDIA CENTER ROOM  
REGULAR SESSION MEETING MINUTES  
TUESDAY, SEPTEMBER 27, 2016, 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**

Mrs. Jocelyn deGrandpre	President	Present
Mr. Jeffrey Brauner	Vice President	Present
Mr. Kenneth Elgarten		Present
Mr. Brian Jendryka		Present
Mr. Frank Kontely		Arrived 7:46 pm.
Mr. Aadithya Thayyar		Present
Mr. Fion Wood		Present

Also present: Dr. Salvatore Constantino, Superintendent  
Mr. Thomas Kryger, Business Administrator/Board Secretary  
Dr. Patrick J. Ciccone – MTMS Principal  
General Public - 1

**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:

- Dr. Constantino will conduct the Superintendent's Fall Chat on Thursday, October 13, 2016. There will sessions at 9:00 am and 7:00 pm.
- All middle school sports teams have begun their fall competitions. Their full schedules are available on the district website.
- Presentations for the Superintendent's Tri-Annual report will be conducted by Dr. Ciccone, Ms. Kotcho and Mr. Koroski at the October Work Session.
- The Board will review annual goals for Principals and Administrators in October.
- Dr. Constantino reviewed the Board/Committee meeting schedule for October.

- Mr. Kryger updated the Board on the status of the annual financial audit being conducted by Cannone & Company. Auditors have spent approximately four days in the district and have completed the majority of their on-site work. They may return in November if necessary and will submit their completed report by December 5, 2016 – the statutory due date.
- QSAC information will be reviewed by the Board in November. This will be comprised of only desk audit information as the district will not have an on-site visit from the County Office of Education this year.
- Finally, Dr. Constantino reported that he will be travelling to Shanghai, China along with two other school superintendents from New Jersey to make a presentation on the oversight of education in the United States at the federal, state and local levels. The Board acknowledged Dr. Constantino for being selected to participate in this program.

**Mendham Township Middle School Program Report**

Dr. Patrick Ciccone, MTMS Principal, discussed the current scheduling of the middle school band practice and rehearsal sessions. He will be investigating possible changes to the schedule to perhaps reduce the number of weekly early morning (zero period) sessions.

Dr. Ciccone also presented to the Board of Education the details of a prospective new program at the middle school – “Not My Kid.” The program would offer access to completely voluntary, random, anonymous and confidential drug testing for seventh and eighth grade students and families. The school district would not be involved in, have any knowledge of the results, or have any involvement with follow up on the testing. The district is only providing access to the program for interested families. Discussions will continue on this program.

**VI. Board President’s Report**

Ms. deGrandpre encouraged Board members to consider attending the Morris County School Boards Association meeting being conducted in Mountain Lakes on September 28, 2016. The main topic of discussion will be school funding by the State of New Jersey.

**VII. Correspondence**

None.

**VIII. CONSENT ITEMS for September 27, 2016**

**Approval of Minutes** (Attachments)

Regular Session Meeting:	August 24, 2016
Closed Executive Session	August 24, 2016

**Curriculum and Instruction**

1. ABA Shadowing

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

1 student – 1xwk x 36 wks. = 36 hrs. x \$80.00/hr = \$2880.00

2. 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:

Date	Grade	Activity	Cost to Board/Transportation	Cost to Student	Chaperones
9/28/16	Grade 3	Schiff Nature Preserve	Busing	\$14	3 <sup>rd</sup> grade teachers
10/18/16	Grades 3 & 4	Guggenheim Museum	-0-	\$45	Sarah Bizzarro Parent volunteers
10/25/16	Pre-K	Wightman's Farm	Busing	\$13	Pre-K teachers & aides 12 parent volunteers
6/1/17	Grade 3	Bronx Zoo	-0-	\$45	3 <sup>rd</sup> grade teachers Parent volunteers

3. Elementary School Field Trip – date change

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

March 21, 2017 (previously March 22) To conform to MS trip due to parent conferences	Strings Orchestra	Mendham Township High School	District Concert Orchestra Rehearsal
--	-------------------	------------------------------	--------------------------------------

4. Reimbursement of Distance Tuition for One (1) Student: Algebra 2

BE IT RESOLVED that the Mendham Township Board of Education approves the reimbursement of Distance Tuition for IP Honors Algebra at the Johns Hopkins University Center for Talented Youth for the 2016-2017 school year in the amount of \$2,140.00 for one (1) student.

5. K-8 Five Year Curriculum Development Plan 2016-2021 (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves the attached Five (5) Year Curriculum Development Plan 2016-2021.

## Operations and Finance

1. August 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 August 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 July 2016 Board Secretary's Reports. (Attachment)

3. Treasurer's Report

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

4. July 2016 Transfer Reports

BE IT RESOLVED that the Mendham Township Board of Education approves the May, June, July 2016 transfer report. (Attachments)

5. September 2016 Bills List

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

Fund 10 – General Fund	\$567,746.25
Fund 20	\$ 16,458.75
Fund 60 – Cafeteria	\$ 8,199.30
Fund 61 – Pre-K	\$ 9,452.37

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
Alternate Assessment for APA Students Budd Lake, NJ	9/14/16	Michele Ippolito Kathleen Ruskin	-0-	Mileage reimbursement
Lead Sampling in School Facilities Mt. Olive HS	9/28/16	Tom Kryger John Ragusa	-0-	-0-
PEOSH/NJADP Indoor Air Quality Rockaway, NJ	9/30/16	John Ragusa Frank Criscuolo	-0-	-0-

Stories From The Land Duke Farms Hillsborough, NJ	10/14 10/15 10/16/16	Laura Gallagher	\$150	\$150 substitute
NJ Branch of International Dyslexia Association Somerset, NJ	10/14/16	Jean Sosna	\$230	\$230 plus mileage reimbursement Substitute
Museum of Modern Art Classes Online: Experimenting with Collage In-house – on-line	8 consecutive Mondays 2:50-3:50	Francesca Hare	\$125	\$125
NJSCA Annual Fall Conference Rider University Lawrenceville, NJ	10/14/16	Stephanie Probert	\$99	\$99 plus mileage reimbursement
NJSCA Annual Fall Conference Rider University Lawrencevill, NJ	10/14/16	Allie Perrotta	\$139	\$139 plus mileage reimbursement
NJAAP School Health Conference The Palace at Somerset Park	10/18/16	Michelle Hofmann	\$195	\$195 substitute
Impact of Psychitric & Emotional Factors on Learning Behavior Kenilworth, NJ	10/19/16	Kathleen Ruskin Michele Cassi- Ippolito	-0-	Mileage reimbursement
NJALC Symposium Eatontown, NJ	10/20/16 6 – 9 pm 10/21/16 7:30 am - 3:15 pm	Micheline Cote'	\$200	\$200 plus \$191.50 hotel, mileage, parking, tolls, meals
NJ Governor's Conference on Volunteerism New Brunswick	10/21/16	Sal Constantino	\$77.87	\$77.87 plus mileage reimbursement
NJASSW Monroe Twp., NJ	10/24/16	Kathleen Ruskin	\$95	\$95 plus mileage reimbursement
NJSBA Conference Atlantic City, NJ	10/25, 10/26, 10/27/16	Sal Constantino Tom Kryger	\$275 each	\$275 each plus lodging, mileage, parking, meals, tolls
School Safety, Security & Reunification Morris Plains, NJ	10/26/16	Robert Koroski	\$100	\$100
Special Education Law in NJ Parsippany, NJ	10/27/16	Kathleen Ruskin	\$199	\$199 plus mileage reimbursement
Legally Compliant IEPs/Holding Compliant IEP Meetings Monroe Twp., NJ	11/1/16	Robert Koroski	-0-	-0-
Suicide Prevention Conference Piscataway, NJ	12/1/16	Kathleen Ruskin	\$50	\$50 plus mileage reimbursement
IMSE Orton-Gillingham Practicum	6 month program	Allison Klacik	\$1,200	\$1,200

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
Ralston Historical Association (monthly meetings)	ES Staff Development Room	<u>Thursdays</u> 9/15/16, 10/20/16, 11/17/16, 12/15/16, 1/19/17, 2/16/17, 3/16/17, 4/20/17, 5/18/17	7:30 pm – 9:30 pm	Anne Marie Hornyak
MCAW	ES Classroom  MS Gym	<u>Monday - Friday</u> 9/12/16 – 12/22/16	<u>Morning Programs</u> 8:00 am – 8:45 am  <u>Afternoon Programs</u> 3:45 pm – 4:45 pm	Jane Shatz
Devon Harp ( <i>Boot Camp style fitness for MTSD Staff</i> )	ES Gym	<u>Tuesdays</u> 9/16 – 6/17	4:00 pm – 5:00 pm	Devon Harp
Brookside Men's Basketball	ES Gym	<u>Thursdays</u> 9/6/16 – 6/22/16	6:30 pm – 9:00 pm	Rick Pappalardo
NJ Thunder Basketball	ES Gyms	<u>Tuesdays</u> <u>Wednesdays</u> <u>Thursdays</u> 9/12/16 – 11/11/16	6:00 pm – 9:30 pm	Andy Talbert
Mendham Township Recreation Dept. ( <i>Cartooning Class</i> )	ES Art Room	<u>Thursdays</u> 10/6/16, 10/13/16, 10/20/16, 10/27/16, 11/3/16, 11/17/16	3:30pm – 5:00 pm	Peter Wright
NJ Thunder Basketball	MS Gyms	<u>Monday – Friday</u> 9/12/16 – 11/11/16	6:00 pm – 9:30 pm	Andy Talbert
Mendham Patriots Sports Basketball	MS Gym	<u>Monday – Friday</u> <u>Saturday &amp; Sunday</u> 9/13/16 – 3/19/17	<u>Mondays – Fridays</u> 5:30 pm – 9:30 pm <u>Saturdays</u> 8:00 am – 6:30 pm <u>Sundays</u> 11:00 am – 6:00 pm	David Wisotsky
Brookside Men's Basketball	MS Gym	<u>Tuesdays</u> 9/13/16 – 6/13/17	6:30 pm – 9:00 pm	Rick Pappalardo

❖ Subject to change due to conflicts with Mendham Township School events.

8. Disposal of Textbooks

BE IT RESOLVED: that the Mendham Township Board of Education, upon the recommendation of the School Business Administrator, in accordance with Board Policy #7300 (Regulations 7300.1-4) authorizes the appropriate disposal of outdated textbooks, more than ten

years old and no longer being used for Grade 5 Science, Grade 7 Social Studies and Grade 8 Social Studies.

9. Replacement of Classroom Storage Doors

BE IT RESOLVED, that the Mendham Township Board of Education contracts with RBK Wood Gallery of Ridgefield Park, New Jersey to replace the classroom storage doors in four (4) classrooms in the Mendham Township elementary school. The total cost of the replacement will be \$15,200.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education authorizes EI Associates, Cedar Knolls, New Jersey, to provide any architectural services required to complete the replacement of the classroom storage doors.

10. Field Trips Charter Bus Transportation

BE IT RESOLVED that the Mendham Township Board of Education, having received the following five (5) quotes approves the Martz Group for the Mendham Township Middle School field trip to the Natural History Museum on April 5, 2017:

Bus Description	Charter NAME	Price	Trip Awarded to:
2 Charters /no seat belts	Aristocrat	\$2,050	
2 Charters /no seat belts	Panorama Tours	\$1,850	
2 Charters /no seat belts	Lakeland	\$1,600	
2 buses with seatbelts	Martz Group	\$1,870	Martz Group
2 buses with seatbelts	Academy Bus	\$2,800	

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following Five (5) quotes, approves the Martz Group for the Mendham Township Elementary School field trip to the Bronx Zoo on June 1, 2017:

Bus Description	Charter NAME	Price	Trip Awarded to:
2 Charters /no seat belts	Aristocrat	\$2,300	
2 Charters /no seat belts	Panorama Tours	\$2,010	
2 Charters /no seat belts	Lakeland	\$1,636	
2 buses with seatbelts	Martz Group	\$1,872	Martz Group
2 buses with seatbelts	Academy Bus	\$2,800	

BE IT FURTHER RESOLVED that the Mendham Township Board of Education, having received the following Five (5) quotes, approves the Martz Group for the Mendham Township Elementary School field trip to the Franklin Institute on April 20, 2017:

Bus Description	Charter NAME	Price	Trip Awarded to:
2 Charters /no seat belts	Aristocrat	\$2,500	
2 Charters /no seat belts	Panorama Tours	\$2,380	
2 Charters /no seat belts	Lakeland	\$2,130	
2 buses with seatbelts	Martz Group	\$2,344	Martz Group
2 buses with seatbelts	Academy Bus	\$3,400	

**Personnel and Human Resources**

1. Staff Resignation

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Jacqui Polo dated and effective August 30, 2016,

2. New Hire: Cafeteria/Recess Aide: Deborah Luciano

BE IT RESOLVED that the Mendham Township Board of Education appoints the following Substitute Cafeteria/Recess Aide to serve from September 1 thru September 27, 2016 at an hourly rate of \$12.14:

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves her appointment as a Cafeteria/Recess Aide for the remainder of the 2016-2017 school year at an hourly rate of \$12.44.

Deborah Luciano

3. Tiny Tigers Staffing Revisions and Temporary Hours

BE IT RESOLVED that the Mendham Township Board of Education rescinds the appointment of AnnaMaria Paternostro as a Tiny Tigers Aide for the 2016-2017 school year; and

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the temporary extension of hours of Erin Santos as needed at her hourly rate of \$16.78 until a new PM Aide is hired.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of Jane Curylo to work the Tiny Tigers After Care Program as needed at an hourly rate of \$16.78 until a new PM Aide is hired.

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

Beth Smith  
Marian Arena  
Patricia Porter  
Barbara Wallack

4. Schedule C Stipend 2016-2017 – Middle School

BE IT RESOLVED that the Mendham Township Board of Education approves the following 2016-2017 Middle School Interscholastic Stipend position:

<b>Activities</b>	<b>2015-6 Salary</b>	<b>Staff Member</b>
Girls Field Hockey JV ½ stipend)	\$2,330	Carol Hueston



5. Elementary School Schedule B Stipend Positions 2016-2017

BE IT RESOLVED that the Mendham Township Board of Education rescinds the appointment of Russell Branch to the Schedule B Co-Curricular Activity Stipend Position of ES Band Director for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the following 2016-2017 Co-Curricular Stipend positions for the Elementary School:

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

<b>Activities</b>	<b>16-17 Salary</b>	<b>Staff Member</b>
Tiger Chorus Director	\$2,479	Alice Allen
Tiger Band Director	\$2,479	Alice Allen

6. 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.

Middle School Jazz Band	2 period/wk	Russell Branch	\$3,400
Zero Period Multi-Sensory Reading Program	4 period/wk	Jennifer Vazquez	\$6,800
Zero Period Math Program	3 period/wk	Dawn Cullinan	\$5,100

7. New Hire: Elementary School Teacher

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of Gregory Gormly as an Elementary School Physical Education Teacher for the 2016-2017 school year, Full-Time, BA, Step 2, at an annual salary of \$50,345.00 pro-rated, effective September 28, 2016.

\* Salary and step remains the same as 2015-2016 and will be modified at the conclusion of contract negotiations. (Attachment)

8. 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:

BE IT FURTHER RESOLVED that the Mendham Township Board of Education appoints her as a Substitute School Secretary at the rate of \$13.00 an hour for the 2016-2017 school year.

Suzanne Kear

9. Substitute Teacher – Reappointment

BE IT RESOLVED that the Mendham Township Board of Education reappoints the following substitute teachers 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:

Erin McCoy

10. Substitute Transportation Assistant

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of James Castiglione as a Substitute Transportation Assistant for the 2016-2017 school year at an hourly rate of \$17.56.

BE IT FURTHER RESOLVED that the Mendham Township Board of Education appoints James Castiglione as a substitute Part-Time School Bus Dispatcher for the 2016-2017 school year at a rate of \$20 per hour:

11. Movement on the Guide

BE IT RESOLVED that the Mendham Township Board of Education approves movement on the salary guide for the following certificated staff members:

STAFF	FROM		TO	
	Placement	Salary	Placement	Salary
KEVIN O'KEEFE	BA+45/MA	\$56,455	MA+30	\$59,855
CHRISTINE YAWGER	BA+45/MA	\$56,455	MA+30	\$59,855
JENNIFER VAZQUEZ	MA+30	\$77,670	MA+60	\$79,370

**Moved by Mr. Wood, second by Mr. Thayyar to approve all Consent Agenda Items for September 27, 2016 to include the Approval of Minutes as indicated, Curriculum & Instruction, Operations & Finance and Personnel & Human Resources. Roll call vote: Mr. Brauner, Mr. Elgarten, Mr. Jendryka, Mr. Kontely, Mr. Thayyar, Mr. Wood, Ms. deGrandpre, all Ayes. Motion passes.**

**IX. ACTION ITEMS**

**Personnel and Human Resources**

1. New Hires: Tiny Tigers Aides

BE IT RESOLVED that the Mendham Township Board of Education approves the appointment of the following as Part-Time Instructional Aide in the Tiny Tigers After Care Program for the 2016-2017 school year, at an hourly rate of \$16.78, between the hours of 3pm to 6 pm or as needed, 5 days per week, for 180 days. \* Salary and step will remain the same as 2015-2016 and will be modified upon the conclusion of contract negotiations.

Halina Haring Zamotjel, current MTSD Substitute Teacher

BE IT FURTHER RESOLVED that the Mendham Township Board of Education approves the appointment of the following as Part-Time Instructional Aide for the 2016-2017 school year, at an hourly rate of \$16.78 for 5.25 hours a day, 5 days per week, for 180 days, pending receipt of required documentation: \* Salary and step will remain the same as 2015-2016 and will be modified upon the conclusion of contract negotiations.

Susan Oths

2. New Hire Revision: Alison Kentos – Tiny Tigers 2 Year Old Program

BE IT RESOLVED that the Mendham Township Board of Education revises the appointment of Alison Kentos as a teacher in the Tiny Tigers 2 Year Old Program for the 2016-2017 school year, to .828 FTE, BA, Step 1 at an annual salary of \$41,478.66.

\* Salary and step remains the same as 2015-2016 and will be modified at the conclusion of contract negotiations.

**Moved by Mr. Jendryka, second by Mr. Wood to approve the Action Items for September 27, 2016 for Personnel & Human Resources. Roll call vote: Mr. Brauner, Mr. Elgarten, Mr. Jendryka, Mr. Kontely, Mr. Thayyar, Mr. Wood, Ms. deGrandpre, all Ayes. Motion passes.**

**X. DISCUSSION**

The Board of Education discussed the planning document which is being developed by the District Planning Committee. The document is a broadly scoped plan which addresses various scenarios which may be encountered over the next ten years. The document is being formulated to look at issues such as enrollment trends, sharing resources, mergers, cost containment and revenue generation. The committee has requested Board members to examine and report on any additional areas which they feel should be included.

**XI. VERBAL COMMUNICATION FROM THE PUBLIC**

None.

**XII. 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. Brauner to adjourn to Closed Executive Session. The Board entered Executive Session at 8:53 pm.**

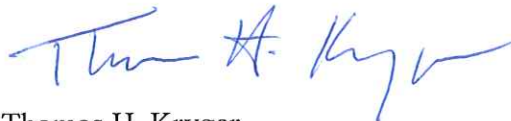
**XIII. RECONVENE REGULAR SESSION MEETING**

The Board reconvened the Regular Session at 9:15 pm.

**XIV. ADJOURNMENT**

**Moved by Mr. Elgarten, second by Mr. Jendryka to adjourn the meeting. The meeting was adjourned at 9:16 pm.**

Respectfully submitted,



Thomas H. Kryger  
Business Administrator/Board Secretary