

**MENDHAM BOROUGH
SCHOOL DISTRICT
REGULAR BUSINESS MEETING**

January 26, 2021

AGENDA ITEMS

FOR

APPROVAL

Board Officers

Mrs. Beth Cocuzza, President
Mr. John Vitale, Vice-President

Administrators

Dr. Mitzi N. Morillo, Superintendent
Mrs. Felicia Kicinski, Business Administrator

MENDHAM BOROUGH SCHOOL DISTRICT

MENDHAM BOROUGH BOARD OF EDUCATION REGULAR BUSINESS MEETING AGENDA

DATE: January 26, 2021

***** HILLTOP SCHOOL *****

Welcome

Welcome to this public meeting of the Mendham Borough Board of Education. The Board is an elected, unpaid group of nine citizens who set policy and make decisions on educational, financial, and personnel matters for the Mendham Borough Schools on behalf of all residents. We are always pleased when members of the community attend our meetings.

The Board and the school district operate under applicable New Jersey laws and under regulations of the New Jersey State Board of Education.

Each meeting includes opportunities for those attending to comment on matters of interest to them, including matters on the published agenda. Early in the meeting, there is a “Public Comments” period to provide an opportunity for members of the public to speak on agenda items only. Additionally, members of the public will have the opportunity to make comments after the Board’s discussion of “New Business.” Law limits discussion of individual personnel.

We desire sincerely that our meetings will provide useful opportunities for communication between the Board and the community. Thank you for attending.

Mendham Borough Board of Education

**MENDHAM BOROUGH SCHOOL DISTRICT
Mendham, New Jersey
January 26, 2021**

**REGULAR BUSINESS MEETING
BOARD OF EDUCATION**

6:15 PM

**Hilltop School Cafeteria
Mendham, New Jersey**

AGENDA

Attachments:

- 1. Minutes**
- 2. Financial Business**
- 3. Other Financial Business**
- 4. Bill Lists, Travel, Transfer of Funds**
- 5. Policy**
- 6. Personnel**
- 7. Other Business**

5.1 Motion to adopt the following resolution:

BE IT HEREBY RESOLVED by the Mendham Borough Board of Education pursuant to N.J.S.A. 10:4-13 and 10:4-12 that said public body hold a closed session on Tuesday, January 26, 2021 for the purpose of discussing:

- Personnel
- Legal Matter
- Negotiations

It is expected that the discussion undertaken in closed session will be made public at the time official action is taken.

5.2 RE-OPEN TO PUBLIC

TIME:

6. NEW BUSINESS

6.1 APPOINTMENT OF COMMITTEES

Personnel/Management:

Chairperson	John Vitale
Member	Beth Cocuzza
Member	James Gillespie

Facilities, Finance & Technology:

Chairperson	Catalina Wolfmeyer
Member	Barry Haines
Member	John Jennings
Member	John Vitale

Curriculum and Instruction:

Chairperson	AnneMarie Hornyak
Member	Beth Cocuzza
Member	Sean Havey
Member	Stephen McLaud

Negotiations:

Member	Sean Havey
Member	James Gillespie
Member	John Vitale
Member	Catalina Wolfmeyer

Policy/PR: Committee of the Whole

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

CONSENT RESOLUTIONS

(All matters hereunder in are considered to be routine in nature and will be enacted by one motion in each area of business. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary’s Office).

7. MINUTES

7.1 Motion to approve the minutes of the December 15, 2020 Executive Session Meeting.

CARRIED:

7.2 Motion to approve the minutes of the December 15, 2020 Regular Business Meeting.

CARRIED:

7.3 Motion to approve the minutes of the January 5, 2021 Executive Session Meeting.

CARRIED:

7.4 Motion to approve the minutes of the January 5, 2021 Regular Re-Organization Meeting.

CARRIED:

8. CORRESPONDENCE

9. COMMITTEE REPORTS

- 9.1 Curriculum and Instruction
- 9.2 Finance/Facilities and Technology
- 9.3 Personnel and Management
- 9.4 Policy/Public Relations

10. ADMINISTRATIVE STAFF REPORTS

- 10.1 Superintendent’s Report
 - Public Hearing of the Student Safety Data System (SSDS) Report - Report Period 1 (Sept.-Dec.)
 - Mrs. Danielle Holmes, Director of Special Services - Special Services Update
- 10.2 District Enrollment/Fire Drill Reports as follows:

DISTRICT ENROLLMENT REPORT			
GRADE	December 31, 2020	Nov. 30, 2020	December 31, 2019
Pre K	9	9	12
K	46	47	41
1	44	44	46
2	42	43	47
3	43	43	58
4	56	56	54
HILLTOP TOTAL	240	242	258
5	51	51	71
6	68	68	53
7	52	52	68
8	68	68	51
MT. VIEW TOTAL	239	239	243
HILLTOP & MT. VIEW	479	481	501
OUT OF DISTRICT	4	4	3
TOTAL	483	485	504
STAFF ATTENDANCE	96.48%	95.55%	95.77%

DISTRICT FIRE DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP	Dec. 9, 2020	1:45 PM	3:00
MT. VIEW	Dec. 4, 2020	12:23 PM	:13

SECURITY DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP			
Shelter in Place	Dec. 4, 2020	9:30 AM	4:00
MT. VIEW			
Tabletop Lockdown	Dec. 9, 2020	8:35 AM	4:00

11. RECOGNIZE PUBLIC - FOR AGENDA ITEMS ONLY

While the Board respects the public’s interest in voicing its questions, concerns or criticisms it may have regarding the conduct of the Board and/or its members, the Board wants to remind you that this privilege is not absolute, and statements that are disruptive, threatening, abusive, obscene, profane, irrelevant, overly lengthy or that interfere with the orderly process of the meeting will not be permitted. We remind everyone that there is no privilege or qualified privilege with regard to any statements that you make before the Board of Education. Accordingly, your comments may result in action by a third party.

12. FINANCIAL BUSINESS

Board Secretary and Treasurer’s Reports

12.1 Motion to approve that the Board Secretary’s Report - December 2020 and the School Treasurer’s Report December 2020 with a reconciled cash balance of \$6,360,890.88 be accepted, certifying that no major account fund is over expended in violation of NJAC 6A:23-2.11(a) and sufficient funds are available to meet the financial obligation of the district for the remainder of the fiscal year. Revenues are being received as anticipated.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

Transfer of Funds

12.2 Motion to approve the transfer of funds for Mendham Borough School District for the 2020-2021 school year as presented.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

12.3 Other Financial Reports

Motion to approve the following reports:

Cafeteria Reconciliation - December 2020

Cafeteria Report - December 2020

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

Bill List

12.4 Motion to approve the Board of Education Bill List from December 16, 2020 to January 26, 2021 in the amount of \$1,103,578.81

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

12.5 Motion to approve the Bill List for December 16, 2020 to January 26, 2021 for the Cafeteria Account in the amount of \$533.50

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

Travel Expenses

12.6 Motion to approve the proposed travel expenditures as attached and in accordance with New Jersey Law A-5 and Board Policy 9250b1.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

12.7 Motion to approve carryover of unspent funds of up to \$500.00 from prior calendar year for the Flexible Spending Account.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

12.8 Motion to approve the Federal Emergency Management Agency (FEMA) COVID-19 Project Number 4408 reimbursement of \$23,408.44.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

12.9 Motion to approve Kindergarten tuition based enrollment for Student #3300646, at a cost of \$8,931.50 from February 1, 2021 through June 30, 2021.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

13. CURRICULUM & INSTRUCTION

14. POLICY

14.1 Motion to approve the following Policy and Regulation for Second Reading and Adoption.

Type	Policy #	Name	New/ Revised
Bylaw	0164.6	Remote Public Board Meeting During A Declared Emergency (M)	Revised

CARRIED:

15. PERSONNEL

15.1 Motion to approve the appointment of Jeanette Porcello, Part-time Cafeteria Aide at Hilltop Elementary School, effective on or about February 1, 2021 through June 30, 2020, at a rate of \$16.40 per hour, pending a successful criminal history background check, P.L. 2018, Chapter 5 and upon the recommendation of the Superintendent.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

15.2 Motion to approve payment to the following teachers who served as mentor teachers to novice teachers during the 2020-2021 school year, per the Mendham Borough School District Mentoring Plan and the requirements of N.J.A.C. 6A:9-8.3 and pursuant to the bargaining agreement made between the Mendham Borough Education Association and the Mendham Borough Board of Education, upon the recommendation of the Superintendent.

Mentor Teacher	Provisional/Novice Teacher	Compensation
Alexandria Piesla	Amy Fortuin	\$160.00 (prorated)
Carissa Stark	Jennifer Largo	\$160.00 (prorated)

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
– AYES –									
– NOES –									
ABSTAIN									

15.3 Motion to approve the extended appointment of Janessa La Mastro, Leave Replacement Confidential Secretary at Hilltop School, at an hourly rate of \$18.43 effective January 15, 2021 through February 23, 2021, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

15.4 Motion to approve the extension of an unpaid leave of absence for Employee #1091 effective February 1, 2021 through July 1, 2021, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

15.5 Motion to accept the resignation of Employee #1490, on or before March 15, 2021, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

16. OTHER BUSINESS

16.1 Motion to approve the submission of the Statement of Assurance Regarding Paraprofessional Staff for the 2020-2021 school year to the County Superintendent of Schools.

ROLL CALL VOTE

	JAMES GILLESPIE	BARRY HAINES	SEAN HAVEY	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER	BETH COCUZZA
- AYES -									
- NOES -									
ABSTAIN									

17. RECOGNIZE PUBLIC

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18. ADJOURNMENT

TIME:

Motion to adjourn the meeting.

CARRIED: