MENDHAM BOROUGH SCHOOL DISTRICT REGULAR BUSINESS MEETING

November 16, 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: November 16, 2021

*** HILLTOP ELEMENTARY 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 November 16, 2021

REGULAR BUSINESS MEETING BOARD OF EDUCATION

6:15 PM

Hilltop Elementary 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. Curriculum
- 8. Other Business

MENDHAM BOROUGH BOARD OF EDUCATION Mendham, New Jersey

AGENDA BUSINESS MEETING November 16, 2021 6:15 P.M.

1.	CALL TO ORDER BY THE BO	DARD PRESIDENT TIME	1E:
2.	OPEN PUBLIC MEETING AC	CT STATEMENT	
the Obs	server Tribune on March 2, 2	a of this meeting were posted to 2021, and reported to the Clerk or Mountain View School on Februa	_
Compla	·	licy 0167 Public Participation at B	Copies of Policy No. 9130 "Public oard Meetings" are available at each
		Superintendent's Office at Hilltop	School for your convenience
3. Mrs.	ROLL CALL Beth Cocuzza	Mr. James Gillespie	Dr. Barry Haines
	ean Havey	Miss AnneMarie Hornyak	Mr. John Jennings
	tephen McLaud	Mr. John Vitale	Mrs. Catalina Wolfmeyer
Superin	strative Staff: stendent of Schools ss Administrator/Board Secr		zi N. Morillo elicia Kicinski Public
4.	FLAG SALUTE		
5.	EXECUTIVE SESSION	TIN	1E:
	Scheduled (If Needed) Unscheduled		

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, November 16, 2021 for the purpose of discussing:

HIB

5.2

- Personnel
- Legal Matters

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

CARRIED:

RE-OPEN TO PUBLIC

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.

TIME: _____

- 6. **MINUTES**
- 6.1 Motion to approve the minutes of the October 28, 2021 Executive Session Meeting.

CARRIED:

6.2 Motion to approve the minutes of the October 28, 2021 Regular Business Meeting.

CARRIED:

- 7. **CORRESPONDENCE**
- 8. **NEW BUSINESS**

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. GOOD NEWS

ADMINISTRATIVE STAFF REPORTS

11.1 Superintendent's Report

Annual Audit Presentation - Mrs. M. Lee, Nisivoccia LLP

11.2 Harassment/Intimidation/Bullying Report

WHEREAS, the Mendham Borough Board of Education has received the Superintendent's report of investigations of possible incident(s) of Harassment/Intimidation/Bullying ("HIB") within the District; and

WHEREAS, the Board has reviewed the Superintendent's recommendation with respect to HIB investigation #2021-2022 02-03.

NOW, THEREFORE BE IT RESOLVED, that the Board accepts the Superintendent's recommendations for investigation # 2021-2022 02-03.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:37-15(d), the Superintendent of Schools or designee shall inform the applicable parents/guardians of the students involved in these investigations with the following information within five (5) days of this Board meeting:

- 1. The nature of the investigation;
- 2. Whether the District found evidence of HIB;
- 3. Whether discipline was imposed;
- 4. Whether services were provided if it was determined to be an incident of HIB.

ROLL CALL VOTE

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

11.3 District Enrollment/Fire Drill Reports as follows:

	DISTRICT ENRO	DLLMENT REPORT	
GRADE	Oct. 31, 2021	Sept. 30, 2021	Oct. 31, 2020
Pre K	22	23	8
К	39	39	46
1	52	52	44
2	45	45	43
3	47	47	43
4	44	42	56
HILLTOP TOTAL	249	248	240
5	51	51	51
6	54	54	68
7	68	67	52
8	53	53	68
MT. VIEW TOTAL	226	225	239
HILLTOP & MT. VIEW	475	473	479
OUT OF DISTRICT	5	5	4
TOTAL	480	478	483
STAFF ATTENDANCE	95.51%	98.55%	97.62%

DISTRICT FIRE DRILL REPORT

SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP	October 6, 2021	2:10 PM	1:55
MT. VIEW	October 15, 2021	8:39 AM	3:02

SECURITY DRILL REPORT

SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP			
Non-Fire Evacuation	October 4, 2021	9:55 AM	5:00
MT. VIEW			
Evacuation	October 22, 2021	8:58 AM	2:58

12. 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.

13. FINANCIAL BUSINESS

Board Secretary and Treasurer's Reports

13.1 Motion to approve that the Board Secretary's Report - October 2021 and the School Treasurer's Report October 2021 with a reconciled cash balance of \$7,086,899.14 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

13.2 Motion to approve the transfer of funds for Mendham Borough Schools for the 2021-2022 school year as presented.

ROLL CALL VOTE

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

13.3 Other Financial Reports

Motion to approve the following reports:

Cafeteria Reconciliation - October 2021

ROLL CALL VOTE

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

Bill List

13.4 Motion to approve the Board of Education Bill List from October 27, 2021 to November 16, 2021 in the amount of \$959,501.99.

ROLL CALL VOTE

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

13.5 Motion to approve the Cafeteria Bill List for October 27, 2021 to November 16, 2021 in the amount of \$0.00.

ROLL CALL VOTE

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

13.6 Motion to approve the removal and voiding of outstanding checks dated before April 2020 from the Hilltop Student Activity Account in the total amount of \$84.40.

ROLL CALL VOTE

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

Travel Expenses

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

13.8 Motion to approve the submission of the District Report of Transported Resident Students (DRTRS) Report to the NJ State Department of Education.

ROLL CALL VOTE

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

13.9 Motion to approve the submission of the 2022-2023 Application of School State Aid Report (ASSA) to the NJ State Department of Education.

ROLL CALL VOTE

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

13.10 Motion to approve Tri-County Behavioral Care to provide Professional Development for the 2021-2022 school year not to exceed \$3,000.00.

ROLL CALL VOTE

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

13.11 2020-2021 AUDIT

Motion to approve the 2020-2021 Comprehensive Annual Financial Report -Summary of Recommendations Audit as presented by Nisivoccia & Co., LLP, in the 2020-2021 Auditor's Management Report.

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

None

3. School Purchasing Program

None

4. School Food Service

None

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

9. Status of Prior Year's Findings/Recommendations

There were no prior year audit findings or recommendations

ROLL CALL VOTE

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

2020-2021 AUDSUM

13.12 Motion to approve the submission of the 2020-2021 Audit Summary report.

ROLL CALL VOTE

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

Comprehensive Annual Financial Report

13.13 Motion to approve the submission of the 2020-2021 Electronic Upload of the CAFR Submission Package.

ROLL CALL VOTE

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

Elevator Upgrades

13.14 Motion to approve Schindler Plus Elevator Corporation, the Hilltop's Elevator manufacturer, to upgrade and repair the Elevator for a total quoted cost of \$17,128.00.

ROLL CALL VOTE

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

2021-2022 Snow and Ice Removal

13.15 Motion to approve Bruin Landscaping for the purpose of contracting for snow and ice removal, salting and shoveling services for the 2021-2022 winter season.

ROLL CALL VOTE

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

2021 District Lead Testing Results

13.16 Motion to approve the 2021 District Lead Testing Results performed by Garden State Laboratories and Lead Testing Reports submitted by New Wave Environmental, which will be posted on the District Website.

ROLL CALL VOTE

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

14. POLICY

14.1 Motion to approve the following Policy for a First Reading.

Туре	Policy #	Name	New/Revised
Policy	5350	Student Suicide Prevention (M)	Revised

CARRIED:

14.2 Motion to approve the following Policies and Regulations for Second Reading and Adoption.

Туре	Policy #	Name	New/ Revised
Policy	2425	Emergency Virtual or Remote Instruction Program (M)	New
Policy &	5751	Sexual Harassment of Students (M)	Revised
Regulation			

CARRIED:

15. CURRICULUM AND INSTRUCTION

16. PERSONNEL

16.1 Motion to approve the following staff members for home instruction, as needed, for the 2021-2022 school year, upon the recommendation of the Superintendent.

Gabrielle Acierno	Aimee Abreu	Nicole Ascione	Margaret Beach	Judy Berish	Mary Frances Byers
Kelsey Crist	Erin Clark	Rachel Cornick	Kelsie Decker	Jennifer Delaney	Jonathon Dragon
Lauren Eagan	Christa Epitropakis	Lindsay Finkelstein	Alyssa Frankosky	Erin Gaffney	Debbie Gertler
Liz Goncalves	Jared Gurczeski	Kristen Huang	Denelle Kagan	Dana Karcher	Heather Keaney
Heather Keith	Lindsey Leber	Denise Magrini	Rachel Malley	Kathy McGoldrick	Nancy Nassoura
Kerri Novak	Kyle Nugent	Kelly Oakes	Carly Palmer	Alexandria Piesla	Alyssa Ridente
Courtnay Rogers	Kelly Scotto	Kristin Stiner	Carissa Stark	Meghan Wamsley	David Ward
Timothy Zangara					

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

16.2 Motion to approve the following volunteers for the 2021-2022 school year pending completion of mandated training and district requirements, upon the recommendation of the Superintendent.

Alicia Alvarez	Meredith Arena	Courtney Donnelly	Kristin Idle
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ROLL CALL VOTE

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

16.3 Motion to approve Stephanie Kilcullen as a Substitute Nurse for the 2021-2022 school year, pending completion of all Substitute Nurse certification requirements, successful criminal history background check and P.L. 2018, C.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									

17. OTHER BUSINESS

17.1 Motion to approve the submission of the NJ Quality Single Accountability Continuum (NJQSAC) District Performance Review (DPR) for the 2021-2022 school year.

ROLL CALL VOTE

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

17.2 Motion to approve the submission of the Gifted Education Service report for the 2021-2022 school year.

ROLL CALL VOTE

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

18. RECOGNIZE PUBLIC

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.

19.	<u>ADJOURNMENT</u>	TIME: _
Motion	n to adjourn the meeting.	
CARRIE	ED:	