

MENDHAM BOROUGH SCHOOL DISTRICT REGULAR BUSINESS MEETING

February 21, 2023

AGENDA ITEMS

FOR

APPROVAL

Board Officers

Mrs. Catalina Wolfmeyer, 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: February 21, 2023

*****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
February 21, 2023

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**

MENDHAM BOROUGH BOARD OF EDUCATION

Mendham, New Jersey

AGENDA

BUSINESS MEETING

February 21, 2023

6:15 P.M.

1. CALL TO ORDER BY THE BOARD PRESIDENT TIME: __

2. OPEN PUBLIC MEETING ACT STATEMENT

The time, date, location and agenda of this meeting were posted to the Daily Record on January 15, 2023, the Star Ledger January 18, 2023, the Observer Tribune on January 19, 2023 and posted to The Clerk of The Borough Of Mendham, Hilltop School, and Mountain View School on January 12, 2023.

The Board of Education maintains policy to address public concerns. Copies of Policy No. 9130 "Public Complaints and Grievances and Policy 0167 Public Participation at Board Meetings" are available at each board meeting or upon request from the district offices.

A suggestion box is located in the Superintendent's Office at Hilltop School for your convenience.

3. ROLL CALL

☐ Mrs. Cristin Adinolfi

☐ Mrs. Deborah D'Urso

☐ Mr. James Gillespie

☐ Dr. Barry Haines

☐ Miss AnneMarie Hornyak

☐ Mr. John Jennings

☐ Mr. Stephen McLaud

☐ Mr. John Vitale

☐ Ms. Catalina Wolfmeyer

Superintendent of Schools

☐ Dr. Mitzi N. Morillo

Board of Education Secretary/Business Administrator

☐ Mrs. Felicia Kicinski

☐ Public

4. FLAG SALUTE

5. EXECUTIVE SESSION TIME: __

☒ 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, February 21, 2023 for the purpose of discussing:

- Personnel
- Legal
- HIB

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: __

__ Public in attendance

6. NEW BUSINESS

6.1 Proclamation

2022-2023 Morris County Boys Basketball Champions

WHEREAS, The Mendham Borough Middle School Boys Basketball Team has learned valuable lessons on the court that do and will contribute to who they are as students and athletes; and

WHEREAS, the Mendham Borough Middle School Boys Basketball Team has had a tremendous winning season during the 2022-2023 school year; and

WHEREAS, The Mendham Borough Middle School Boys Basketball Team has won the Morris County Middle School Championship title; and

WHEREAS, The Mendham Borough Middle School Boys Basketball Team's team spirit serves as a role model to their classmates and community;

NOW WHEREAS, I Catalina Wolfmeyer, President of the Mendham Borough Board of Education do hereby congratulate you on behalf of the entire Board of Education, the Administration, and Staff and extend their heartfelt congratulations and recognition.

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 20, 2022 First Executive Session Meeting.

CARRIED:

7.2 Motion to approve the minutes of the December 20, 2022 Second Executive Session Meeting.

CARRIED:

7.3 Motion to approve the minutes of the December 20, 2022 Regular Business Meeting.

CARRIED:

7.4 Motion to approve the minutes of the January 3, 2023 Regular Reorganization Meeting.

CARRIED:

7.5 Motion to approve the minutes of the January 3, 2023 Executive Session Meeting.

CARRIED:

7.6 Motion to approve the minutes of the January 24, 2023 Executive Session Meeting.

CARRIED:

7.7 Motion to approve the minutes of the January 24, 2023 Regular Business 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. GOOD NEWS

11. ADMINISTRATIVE STAFF REPORTS

11.1 District Updates/Presentations

- Mrs. Danielle Holmes, Director of Special Services - Preschool Lottery for the 2023-2024 School Year

11.2 District Enrollment/Fire/Security Drill Reports as follows:

DISTRICT ENROLLMENT REPORT			
GRADE	January 31, 2023	December 31, 2022	January 31, 2022
Pre K	26	26	21
K	52	52	43
1	45	45	53
2	53	52	44
3	45	45	46
4	48	48	44
HILLTOP TOTAL	269	268	251
5	45	44	51
6	62	60	55
7	58	57	68
8	68	68	53
MT. VIEW TOTAL	233	228	227
BOTH SCHOOLS TOTAL	502	496	478
OUT OF DISTRICT	5	5	5
TOTAL	507	501	483
STAFF ATTENDANCE	95.24%	96.67%	93.62%
DISTRICT FIRE DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP	January 4, 2023	8:47 AM	2:26
MOUNTAIN VIEW	January 5, 2023	1:58 PM	2:25
SECURITY DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP			
Shelter In Place	January 13, 2023	1:30 PM	16:00
MOUNTAIN VIEW			
Lockdown	January 23, 2023	2:24 PM	6:13

12. RECOGNIZE PUBLIC - FOR AGENDA ITEMS ONLY

Board of Education members provide public comment as a time to listen to the comments from attendees of the Board of Education meeting. Public comment shall not be a time for open dialogue with the speaker. Public comment shall not be a time for board members to answer questions posed to them from a speaker or comment on a speaker's concerns. Speakers shall provide their name, address, and direct their comments to the board and not to district staff or other audience members. Speakers shall not expect board members to answer questions during public comment. Questions shall be referred to the Superintendent, or his/her designee, for review, consideration, or response when necessary. If appropriate, the board may request the issue to be a discussion item at a future Board of Education meeting.

Please refer to [Policy 0167 - Public Participation in Board Meetings](#). A hard copy of this policy is available at every Board meeting. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in the comments and be aware that they are legally responsible and liable for their comments.

13. FINANCIAL BUSINESS

Board Secretary and Treasurer's Reports

13.1 Motion to approve that the Board Secretary's Report - January 2023 and the School Treasurer's Report - January 2023 with a reconciled cash balance of \$8,196,275.06 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

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

Transfer of Funds

13.2 Motion to approve the transfer of funds for Mendham Borough Schools for the 2022-2023 school year as presented.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

13.3 Other Financial Reports

Motion to approve the following reports:

Cafeteria Reconciliation - January 2023

Cafeteria Register - January 2023

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

Bill List

13.4 Motion to approve the Board of Education Bill List from January 25, 2023 to February 21, 2023 in the amount of \$1,027,917.15.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

13.5 Motion to approve the Bill List from January 25, 2023 to February 21, 2023 for the Cafeteria Account in the amount of \$20,159.03

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

Travel Expenses

13.6 Motion to approve the proposed travel expenditures as attached and in accordance with New Jersey Law A-5 and Board Policy 6471.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

Preschool Tuition

13.7 Motion to approve the full day Preschool Tuition Rate of \$8,500.00 for the 2023-2024 school year.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

13.8 Motion to approve Student 30000389 to receive home instruction, not to exceed 11 hours, effective January 26, 2023.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

13.9 Motion to approve Silvergate Prep to provide home instruction for 10 hours per week, not to exceed \$600 per week.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

14. CURRICULUM

14.1 Motion to approve the following field trip destinations for the 2022-2023 school year.

Student Group	Destination	Purpose
2nd Grade	Frelinghuysen Arboretum	Second grade students will apply and extend their knowledge of plants, pollinators, seeds, and insects from their EL and Science units while visiting the arboretum and participating in the “Plants Around Us” workshop. Students will plant a seed/plant to take home.
3rd Grade	Mountain View Middle School	Third grade students will walk to Mountain View Middle School to view the Pan! production. The students will apply their knowledge from reading <i>Peter Pan</i> in their Exploring Literary Classics module to the stage version.

CARRIED:

15. POLICY

15.1 Motion to approve the following Policies and Regulations for a First Reading.

Type	Policy #	Name	New/ Revised
Policy	0152	Board Officers	Revised
Policy	0161	Call, Adjournment, and Cancellation	Revised
Policy	0162	Notice of Board Meetings	Revised
Policy	1648.11	The Road Forward COVID-19 - Health and Safety (M)	Abolished
Policy	1648.13	School Employee Vaccination Requirements (M)	Abolished
Policy & Regulation	2423	Bilingual and ESL Education (M)	Revised
Policy & Regulation	5200	Attendance (M)	Revised
Policy	8140	Student Enrollments (M)	Revised
Regulation	8140	Enrollment Accounting (M)	Revised
Policy & Regulation	8330	Student Records (M)	Revised
Regulation	8420.2	Bomb Threats (M)	Revised
Regulation	8420.7	Lockdown Procedures (M)	Revised
Regulation	8420.10	Active Shooter (M)	Revised

CARRIED:

16. PERSONNEL

16.1 Motion to approve the appointment of Joan McChesney, Full-time Instructional Aide at Hilltop Elementary School, effective on or about February 22, 2023 through June 30, 2023, at a salary of \$22,822.76 to be prorated for the term of the contract, pending a successful criminal history background check, P.L. 2018, Chapter 5 and upon the recommendation of the Superintendent.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.2 Motion to approve the appointment of Kelly Locke, Floating Substitute Teacher at Hilltop Elementary School, effective on or about February 22, 2023 through June 30, 2023, at a salary of \$22,822.76 to be prorated for the term of the contract, pending successful completion of a criminal history background check and P.L. 2018, C.5, and upon the recommendation of the Superintendent.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.3 Motion to approve Bridget Walsh to provide home instruction at a rate of \$60.00 per hour, not to exceed one hour, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.4 Motion to approve the following Mendham High School students and Mountain View staff members to participate in Future Teacher's Shadowing Day on March 21, 2023, upon the recommendation of the Superintendent.

Student	Teacher
Charlotte Fourie	Erin Clark
Zadie Weaver	Kyle Nugent
Anna Simonsen	Lindsey Leber

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.5 Motion to approve the following Mendham High School student to visit Mountain View Middle School on March 13, 2023 for a percussion demonstration, upon the recommendation of the Superintendent.

Student	Teacher
CJ Guarante	Leigh Carpenter

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.6 Motion to approve the following staff members to participate as members of the Writing Team at Hilltop Elementary School, at a rate of \$45.00 per hour, not to exceed 15 hours per member, upon the recommendation of the Superintendent.

Danielle Angelson	Mollissa Lemay	Carissa Stark	Meghan Wamsley
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ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.7 Motion to approve Mark Urbanik as a per diem Substitute Teacher for the 2022-2023 school year, pending successful completion of a criminal history background check and P.L. 2018, C.5, and upon the recommendation of the Superintendent.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.8 Motion to approve Janette Porsello as a per diem Substitute Secretary for the 2022-2023 school year, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

16.9 Motion to approve the following volunteers for the 2022-2023 school year pending completion of mandated training and district requirements, upon the recommendation of the Superintendent.

James Barone	Lindsay DelGigante	Kelly MacCarter	Eleanor Priest	Kerrine Roth
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ROLL CALL VOTE

	CRISTIN ADINOLFI	DEBORAH D'URSO	JAMES GILLESPIE	BARRY HAINES	ANNEMARIE HORNYAK	JOHN JENNINGS	STEPHEN MCLAUD	JOHN VITALE	CATALINA WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

17. OTHER BUSINESS

18. RECOGNIZE PUBLIC

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19. ADJOURNMENT

TIME: _

Motion to adjourn the meeting.

CARRIED: