

**MENDHAM BOROUGH  
SCHOOL DISTRICT**

**REORGANIZATION /  
REGULAR BUSINESS MEETING**

**April 25, 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 REORGANIZATION / REGULAR BUSINESS MEETING AGENDA**

**DATE: April 25, 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**  
**April 25, 2023**

**REORGANIZATION/REGULAR BUSINESS MEETING 6:15 P.M.**  
**BOARD OF EDUCATION**

**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**  
**REORGANIZATION/BUSINESS MEETING**  
**April 25, 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**

<input type="checkbox"/> Mrs. Cristin Adinolfi	<input type="checkbox"/> Mrs. Deborah D'Urso	<input type="checkbox"/> Mr. James Gillespie
<input type="checkbox"/> Dr. Barry Haines	<input type="checkbox"/> Miss AnneMarie Hornyak	<input type="checkbox"/> Mr. John Jennings
<input type="checkbox"/> Mr. Stephen McLaud	<input type="checkbox"/> Mr. John Vitale	<input type="checkbox"/> 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, April 25, 2023 for the purpose of discussing:

- Personnel
- HIB
- Legal

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

**CONSENT RESOLUTIONS**

(All matters hereunder 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).

**6. 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.

**7. PUBLIC HEARING OF THE 2023-2024 BUDGET**

Budget Presentation - Dr. Mitzi Morillo, Superintendent and Mrs. Felicia Kicinski, Business Administrator

## 8. ORGANIZATION BUSINESS

### 8.1 Acting Board Secretary for Emergency Basis

BE IT RESOLVED that the Mendham Borough Board of Education appoints the Superintendent of Schools as Acting Board Secretary, to serve on an emergency basis only, from this date until the next reorganization meeting in January 2024.

#### 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									

### 8.2 Line Item Changes

BE IT RESOLVED that the Mendham Borough Board of Education authorizes the School Business Administrator, in consultation with an agreement from the Superintendent of Schools, to process line item changes in compliance with required approvals per 6A:23A-13 between board meetings 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 WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

### 8.3 Treasurer of School Monies

BE IT RESOLVED, that the Mendham Borough Board of Education approves the appointment of Judith Favino as Treasurer of School Monies from July 1, 2023 through June 30, 2024, at a stipend of \$5,000.00.

#### 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									

### 8.4 Petty Cash Funds

BE IT RESOLVED, that the Mendham Borough Board of Education approve the renewal of the establishment of a main office petty cash checking account for 2023-2024 in the amount of \$600.00 to be used for general office expense and other items requiring payment in dvance and limited to \$75.00 or under per expenditure. An amount of \$150.00 to be disbursed from the same petty cash checking account to Hilltop main office; \$150.00 to Mountain View main office; \$150.00 to Superintendent's office; and \$150.00 to the Business office for minor expenditures with the Secretary to the Principal of each school and Business Administrator responsible for proper disposition of said funds.

#### 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									

### 8.5 Implementation of the 2023-2024 School Budget

BE IT RESOLVED, that the Mendham Borough Board of Education appoints the School Business Administrator and Superintendent to oversee the implementation of the 2023-2024 School Budget, by issuing purchase orders for those items identified by the budget 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									

### 8.6 District Student Medical Officer

BE IT RESOLVED, that the Mendham Borough Board of Education approves the appointment of Dr. Thomas Porter as District Student Medical Officer for the 2023-2024 school year, at an annual amount of \$5,000.00.

WHEREAS, there exists a need for medical services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Dr. Thomas Porter be contracted as District Student Medical Officer for the Mendham Borough Board of Education for the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

#### 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									

### 8.7 Environmental Safety Services

BE IT RESOLVED that the Mendham Borough Board of Education approves the following:

Motion to appoint New Wave Consultants, Inc. to perform mandatory environmental safety services under PEOSHA and AHERA until the next reorganization meeting in April 2024 at an annual cost of \$4,100.00:

WHEREAS, there exists a need for IAQ Investigation services in connection with screenings of any of the schools of the Mendham Borough Board of Education for the 2023-2024 school year,

WHEREAS, it has been determined that such IAQ Investigation services are specialized in nature, require expertise in the field of mold and fungus identification and remediation and can be provided only by a licensed professional and is not reasonably possible to describe the required services with written bid specification, and

WHEREAS, funds are or will be available for this purpose based on hourly rate fees,

NOW, THEREFORE BE IT RESOLVED, by the Mendham Borough Board of Education in the County of Morris as follows:

(a) The environmental services firm of New Wave Consultants, Inc. is hereby retained to provide IAQ

Investigation services necessary,

(b) This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(1)(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.

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									

**8.8 Appointment of Auditor**

BE IT RESOLVED that the Mendham Borough Board of Education appoints Nisivoccia, LLP as auditor for the Board of Education for the 2023-2024 school year at a fee of \$28,050.00.

WHEREAS, there exists a need for auditing services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Nisivoccia, LLP, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856, be contracted as School Auditor for the Mendham Borough Board of Education for the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

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									

**8.9 State Contract Purchasing**

BE IT RESOLVED, that the Mendham Borough Board of Education approves the following until the next reorganization meeting in April 2024:

WHEREAS, Title 18A:18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Mendham Borough Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Mendham Borough Board of Education desires to authorize its purchasing agent for the 2023-2024 school year to make any and all purchases up to the bid threshold, necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Mendham Borough Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf



of the State by the Division Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

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									

**8.10 Appointment of Board Attorney**

BE IT RESOLVED that the Mendham Borough Board of Education appoints Scarinci and Hollenbeck, LLC as attorney for the Mendham Borough Board of Education at the hourly rate of \$156.00 for the 2023-2024 school year.

WHEREAS, there exists a need for legal services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Scarinci and Hollenbeck, LLC be contracted as Board Attorney for the Mendham Borough Board of Education, for the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

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									

**8.11 Appointment of Board Attorney**

BE IT RESOLVED that the Mendham Borough Board of Education appoints Scarinci and Hollenbeck, LLC as attorney for Special Services matters for the Mendham Borough Board of Education at the hourly rate of \$167.00 for the 2023-2024 school year.

WHEREAS, there exists a need for legal services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Scarinci and Hollenbeck, LLC be contracted as Board Attorney for the Mendham Borough Board of Education, for the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

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									

**8.12 Appointment of Board Contract Negotiator/Labor Relations Attorney**

BE IT RESOLVED that the Mendham Borough Board of Education appoints Matthew J. Giacobbe of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC, 169 Ramapo Valley Rd., Upper Level 105, Oakland, N.J. as labor relations attorney for the Mendham Borough Board of Education at the hourly rate of \$165.00 for the 2023-2024 school year.

WHEREAS, there exists a need for legal services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Cleary, Giacobbe, Alfieri, Jacobs, LLC be contracted as labor relations attorney for the Mendham Borough Board of Education, for the remainder of the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

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									

**8.13 Appoint Architect of Record**

BE IT RESOLVED that the Mendham Borough Board of Education appoints Gianforcaro, Architects, Engineers, and Planners, to serve as the architect of record for the district, at the hourly rate of \$100.00 for the 2023-2024 school year. On large construction projects the rate is eight percent (8%) of the construction bid amount.

WHEREAS, there exists a need for architectural services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of a Professional Service without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Mendham Borough Board of Education that Gianforcaro, Architects, Engineers, and Planners, be contracted as Architect for the Mendham Borough Board of Education for the 2023-2024 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

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									

#### **8.14 Cooperative Purchasing**

BE IT RESOLVED that the Mendham Borough Board of Education approves an agreement with the Morris County Cooperative Purchasing Cooperative for cooperative bidding and purchasing services for the provision of school supplies in various categories, time and materials and building maintenance 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									

#### **8.15 Appoint Insurance Broker**

BE IT RESOLVED that the Mendham Borough Board of Education appoints the Morville Agency, a division of Bollinger, Inc., as Insurance Broker of Record for the Mendham Borough Board of Education 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									

#### **8.16 Education Data Services, Inc.**

BE IT RESOLVED that the Mendham Borough Board of Education approves a shared services agreement with the Educational Services Commission of Morris County in cooperation with Educational Data Services, Inc. for cooperative bidding and purchasing services for the provision of school supplies in various categories, including but not limited to general supplies, fine art, technology education, physical education, health, science, home economics, library, plumbing, electrical, hardware and custodial supplies, paper, lumber, computer supplies and audio-visual supplies and equipment and time and materials building maintenance 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									

#### **8.17 Appoint Pest Control and Integrated Pest Management Professional Services**

BE IT RESOLVED that the Mendham Borough Board of Education appoints the Alliance Pest Control, Inc. to provide monthly Pest Control Services and monthly Integrated Pest Management Professional Services for the 2023-2024 school year at a fee of \$1,440.00 until the next reorganization meeting in April 2024.

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									

### **8.18 Authorize Payment of Bills between Board Meetings**

BE IT RESOLVED that the Mendham Borough Board of Education appoint the Business Administrator as Claims Auditor to verify and pay bills as needed between meetings which will be listed as paid at the next regular Board Meeting (i.e., utilities, medical insurance and other contracted services for which a purchase order has been previously issued and approved) until the next reorganization meeting in April 2024. Any such approval shall be presented to the Board for ratification at their next meeting as per Title 18A:19-4.1.

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									

### **8.19 Advertise and Receive Bids**

BE IT RESOLVED that the Mendham Borough Board of Education authorizes the Board Secretary to advertise for and receive bids for supplies, equipment and services for the 2023-2024 school year when required by the Public School Contracts Law, and that the Board Secretary/Business Administrator be authorized to bid jointly with the West Morris Regional School District and the Borough of Mendham when deemed in the best interest of the Mendham Borough School District until the next reorganization meeting in April 2024.

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									

### **8.20 Appointment of Representative Requesting Federal and State Funds**

BE IT RESOLVED, that the Mendham Borough Board of Education appoint the Superintendent of Schools and the Business Administrator/Board Secretary or their designees, as the Board's agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the April 2024 Board Organization Meeting in the next calendar year.

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									

### **8.21 Policies/By-Laws/Job Descriptions**

BE IT RESOLVED, that the Mendham Borough Board of Education approves all existing policies, by-laws, job descriptions, rules and regulations currently in force for the 2023-2024 school year, subject to revision, adoption, and continuous review by the Board, until the next reorganization meeting in April 2024.

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									

### 8.22 Surplus Items

BE IT RESOLVED that the Mendham Borough Board of Education authorize the Superintendent to declare miscellaneous items no longer needed as surplus and to dispose of these items if and when necessary as per Policy 3260/3270.

#### 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									

### 8.23 Student Accident Insurance

Motion to approve Bollinger for the provision of voluntary student accident insurance for the 2023-2024 school year at no cost to the Board.

#### 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									

### 8.24 Standard Operating Procedures Manual

BE IT RESOLVED that the Mendham Borough Board of Education approves the Standard Operating Procedures Manual as required per N.J.A.C. 6A:23A-6.6, until the next reorganization meeting in April 2024.

#### 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									

### 8.25 Prohibiting Harassment, Intimidation and Bullying Policy

BE IT RESOLVED, that the Mendham Borough Board of Education approves policy #5512 Prohibiting Harassment, Intimidation and Bullying 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									

### 8.26 Textbooks

BE IT RESOLVED, that the Mendham Borough Board of Education approves the adoption of all existing textbooks and other approved instructional resources for the 2023-2024 school year which have been in effect during the 2022-2023 school year, subject to revision, adoption and continuous review by the Board.

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									

**8.27** Information Systems

BE IT RESOLVED, that the Mendham Borough Board of Education approve the following software contracts or renewals for 2023-2024 school year:

Company/Provider	Software/Program	Annual Cost
Genesis	Student Information System	\$15,477.00
Genesis	Teacher Evaluation	\$5,571.50
Computer Service Solutions	Budgetary & Personnel	\$15,852.00
Apptegy	Thrillshare/District Website Services	\$5,066.00
IEP Direct /Frontline Technologies	Special Education Tracking	11,123.28
AESOP/Frontline Technologies	Substitute Placement Service	\$5,320.49
Frontline Hiring & Recruitment	Electronic Hiring System	\$3,822.69
Strauss Esmay	Policy Service	\$4,965.00
Linkit	Curriculum Benchmarking & Data Locker	\$19,044.00
Orangescape Kissflow	Facilities Usage	\$2,400.00

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									

**8.28** Tuition Rates

BE IT RESOLVED that the Mendham Borough Board of Education approves maximum tuition rates as stated by the NJDOE Budget Software for the 2023-2024 school year:

Full Day PK      \$8,500  
 Kindergarten    \$27,699  
 Grades 1-5      \$28,426  
 Grades 6-8      \$30,192

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									

### 8.29 Fee for Copies of Public Documents

BE IT RESOLVED, that the Mendham Borough Board of Education hereby establishes a fee will be charged to provide copies of government records as specified in The Open Public Records Act, N.J.S.A. 47:1A-5, et seq. with the exception of providing up to 20 pages at no charge to Mendham Borough residents until the next reorganization meeting in April 2024.

#### 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									

### 8.30 Curriculum/Programs/Services

BE IT RESOLVED, that the Mendham Borough Board of Education approves the adoption of all existing curriculum, programs, and services for the 2023-2024 school year which have been in effect during the 2022-2023 school year, subject to revision, adoption and continuous review by the Board.

#### 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									

### 8.31 Professional Support/Non Public Services Agreement

Motion to approve the agreement with the Educational Services Commission of Morris County for the 2023-2024 school year to provide the following: Professional Support Services, Non Public Nursing, Non Public Technology, Non Public Textbook, Chapter 192/193, Non Public Security Aid, and Non Public IDEA-B, as per the attached agreement.

#### 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									

### 8.32 Facility Usage Tier Fees

BE IT RESOLVED that the Mendham Borough Board of Education approves facilities usage rates for the 2023-2024 school year:

Custodial Overtime Rate: \$37.00/hr.

Supervisor Overtime Rate: \$68.00/hr.

	Tier 1	Tier 2	Tier 3	Tier 4
Gymnasium	\$0	\$50	\$145	\$325
Cafeteria	\$0	\$55	\$210	\$390
Cafeteria & Kitchen	\$0	\$120	\$280	\$390
Computer Lab	\$0	NA	NA	NA
Special Room	\$0	\$50	\$110	\$260
Field	\$0	\$125	\$155	\$325
Classroom	\$0	\$40	\$55	\$130

**Infield grooming fee for softball field: \$110 weekly**

## 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									

**8.33 Appoint Continuing Disclosure Agent**

Motion to appoint Phoenix Advisors, LLC as Mendham Borough Board of Education's Continuing Disclosure Agent and Independent Registered Municipal Advisor for the 2023-2024 school year at a fee not to exceed \$1,350.00.

## 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									

**8.34 Educational Services Commission of Morris County Joint Transportation Agreement**

Motion to approve the Joint Transportation agreement with the Educational Services Commission of Morris County for transportation of public, non-public and special education pupils on established routes as assigned in writing by the Board 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 WOLFMAYER
– AYES –									
– NOES –									
ABSTAIN									

**8.35** Motion to approve the renewal agreement between Xtel Communications, Inc. and Mendham Borough School District in accordance with E-Rate Schools & Libraries Division required Form 470 and a competitive bidding process for the 2023-2024 school year.

Estimated Monthly Price for 1000 Gb EDIA and Internet: \$3,514.00 per month

## 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									

**8.36 Approval of Depositories**

BE IT RESOLVED, By the Mendham Borough Board of Education that the below listed Financial Institution, Fund and Corporation be designated as the approved depository for the Mendham Borough Board of Education funds and that the Financial Institution be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:



Approve the following bank as a depository for investment purposes until the next reorganization meeting in April 2024:

Lakeland Bank

That the Lakeland Bank be designated as the depository for the following school accounts until the next reorganization meeting in April 2024:

Capital Reserve  
Maintenance Reserve  
Flex Spending  
Operating  
Payroll  
Payroll Agency  
Student Activity Fees  
Unemployment  
Mountain View General Fund Checking Account  
Hilltop School General Fund Checking Account  
Mendham Borough Cafeteria Account

AND BE IT FURTHER RESOLVED, That the Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only.

AND BE IT FURTHER RESOLVED, That the Board Secretary be authorized to enter into agreements with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate.

AND BE IT FURTHER RESOLVED, That any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the corporation without any designation of the person making such endorsements.

AND BE IT FURTHER RESOLVED, That the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investments Accounts in the above depository when in the best interests of the Board of Education.

AND BE IT FURTHER RESOLVED, That any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile.

AND BE IT FURTHER RESOLVED, That the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories.

AND BE IT FURTHER RESOLVED, That the Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from the depository and give receipt for, or authorize depository to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depository for any purpose, and
- (b) Authorize the depository to purchase or sell C.D.'s, Repurchase Agreements and other securities, and
- (c) Execute and deliver all instruments required by the depository in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation.

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									

**8.37** Motion to approve Tri-County Behavioral Care to provide School Clearance Assessment (SCA) services and/or Substance Evaluation & Treatment (SET) effective July 1, 2023 through June 30, 2024.  
School Clearance Assessment: \$165.00 per assessment

Substance Evaluation and Treatment: \$200.00 per screening

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									

**8.38** Motion to approve Therapeutic Interventions to provide both Occupational therapy and student evaluations (\$415.00 per evaluation) for the 2023-2024 school year commencing on July 1, 2023 through June 30, 2024 at a rate of \$100.00 per hour (student therapy).

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									

**8.39** Motion to approve Gold Star Behavior, LLC to provide Behavioral Consultation services for the 2023-2024 school year effective July 1, 2023 through June 30, 2024 at a rate of \$120.00 per hour and evaluations at \$700.00 per evaluation.

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									

**8.40** Motion to approve Educational Services Commission of Morris County (ESC) Rates for Service for the 2023-24 school year.

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									

**8.41** Renew School Health Insurance Fund (SHIF)

**WHEREAS**, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

**WHEREAS**, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

**WHEREAS**, the governing body of Mendham Borough Schools, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
  - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are
  - a.) A long term philosophy on rates
  - b.) A willingness to work with bargaining units to achieve plan design

changes.

- c.) Professional management with stability and commitment.
- d.) Rating structure based on actuarial numbers.

**BE IT FURTHER RESOLVED** that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

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									

**8.42** Renewal of New Jersey Schools Insurance Group Participation

**WHEREAS**, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its

members; **WHEREAS**, the [ Mendham Borough BOE], herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

**WHEREAS**, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG; **WHEREAS**, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

**WHEREAS**, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey. INSERT NAME OF INSTITUTION Mendham Borough BOE New Jersey Schools Insurance Group Educational Risk & Insurance Consortium – West Indemnity and Trust Agreement Resolution to Join / Renew Membership

**NOW THEREFORE, BE IT RESOLVED, THAT:**

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2023, and ending July 1, 2026 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations; New Jersey Schools Insurance Group Educational Risk & Insurance Consortium – West Indemnity and Trust Agreement Resolution to Join / Renew Membership
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely New Jersey Schools Insurance Group Educational Risk & Insurance Consortium – West Indemnity and Trust Agreement Resolution to Join / Renew Membership Page 4 of 5 fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11)The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12)The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

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									

**9. NEW BUSINESS**

**9.1** Motion to approve the Ad-Hoc Committee to gather and share information on the proposed housing developments in Mendham Borough.

Chairperson	John Vitale
Member	Catalina Wolfmeyer
Member	John Jennings
Member	Cristin Adinolfi

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									

**10. MINUTES**

**10.1** Motion to approve the minutes of the March 14, 2023 Regular Business Meeting.

CARRIED:

**10.2** Motion to approve the minutes of the March 14, 2023 Executive Session Meeting.

CARRIED:

**11. CORRESPONDENCE**

## 12. COMMITTEE REPORTS

12.1 Curriculum and Instruction

12.2 Finance/Facilities and Technology

12.3 Personnel and Management

12.4 Policy/Public Relations

12.5 Ad-Hoc - Proposed Housing Developments

## 13. GOOD NEWS

## 14. ADMINISTRATIVE STAFF REPORTS

14.1 District Updates/Presentations

### 14.2 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 the HIB investigations #2022-2023 02-09.

**NOW, THEREFORE BE IT RESOLVED**, that the Board accepts the Superintendent's recommendations for investigations #2022-2023 02-09.

**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

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

### 14.3 District Enrollment/Fire Drill Reports as follows:

DISTRICT ENROLLMENT REPORT			
GRADE	March 31, 2023	February 28, 2023	March 31, 2022
Pre K	26	26	21
K	52	52	43
1	45	45	53
2	52	53	44
3	45	45	47
4	48	48	44
<b>HILLTOP TOTAL</b>	<b>268</b>	<b>269</b>	<b>252</b>
5	45	45	51
6	62	62	56
7	58	58	66
8	69	68	54
<b>MT. VIEW TOTAL</b>	<b>234</b>	<b>233</b>	<b>227</b>
<b>HILLTOP &amp; MT. VIEW</b>	<b>502</b>	<b>502</b>	<b>479</b>
<b>OUT OF DISTRICT</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>TOTAL</b>	<b>507</b>	<b>507</b>	<b>484</b>
<b>STAFF ATTENDANCE</b>	<b>96.20%</b>	<b>95.29%</b>	<b>97.00%</b>

DISTRICT FIRE DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP	March 17, 2023	2:15 PM	2:34
MT VIEW	March 2, 2023	11:45 AM	2:28

SECURITY DRILL REPORT			
SCHOOL	DATE OF DRILL	TIME OF DRILL	LENGTH OF DRILL
HILLTOP			
Active Shooter	March 22, 2023	1:20 PM	4:35
MT. VIEW			
Shelter In Place	March 22, 2023	12:02 PM	6:10

## 15. FINANCIAL BUSINESS

### 15.1 Board Secretary and Treasurer's Reports

Motion to approve that the Board Secretary's Report - March 2023 and the School Treasurer's Report March 2023 with a reconciled cash balance of \$7,957,621.36 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									



### 15.2 Transfer of Funds

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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

### 15.3 District Bill List

Motion to approve the Board of Education Bill List from March 15, 2023 to April 25, 2023 in the amount of \$1,645,250.87

#### 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									

### 15.4 Other Financial Reports

Motion to approve the following reports:

Cafeteria Reconciliation - March 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									

### 15.5 Cafeteria Bill List

Motion to approve the Bill List from March 15, 2023 to April 25, 2023 for the Cafeteria Account in the amount of \$24,001.13

#### 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									

### 15.6 Safety Grant

Motion to approve the submission of a grant application for the 2023-2024 Safety Grant program through the New Jersey School Insurance Group's ERIC WEST Subfund for the purposes described in the application, in the amount of \$2,700.00 for the period of July 1, 2023 through June 30, 2024.

#### 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									

### 15.7 Lakeland Bank Deposit

Motion to accept a deposit of \$10,000.00 being credited to the Mendham Borough Schools Operating Account, as a condition of the 2020 Lakeland Bank RFP and banking contract.

#### 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									

### 15.8 Adopt the 2023-2024 Final Budget:

BE IT RESOLVED, to adopt the Final budget for the Mendham Borough Board of Education be approved for the 2023-2024 school year and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline.

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2023-24 TOTAL EXPENDITURES	\$13,318,622	\$293,000	\$598,000	\$14,210,572
LESS: ANTICIPATED REVENUES	\$1,570,900	\$293,000	\$163	\$1,864,063
TAXES TO BE RAISED	\$11,747,722	\$0	\$598,787	\$12,346,509

and to advertise said tentative budget in The Daily Record and The Star Ledger in accordance with the form suggested by the State Department of Education and according to law.

And BE IT RESOLVED, the Mendham Borough Board of Education approves the adoption of the 2023-2024 school district budget as follows:

General Fund	\$13,318,622
Special Revenue Fund	\$293,000
Debt Service Fund	\$598,950
TOTAL	\$14,210,572
Current Expense Tax Levy	\$11,747,722
Debt Service Tax Levy	\$598,787
TOTAL	\$12,346,509

NOW, THEREFORE, BE IT RESOLVED, the Mendham Borough Board of Education submits a true copy of the minutes of this board meeting with the budget application to the Executive County Superintendent of Schools.

#### 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									

### 15.9 Resolution for District School Tax Levy 2023-2024

RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Borough Board of Education during the school year 2023-2024 is hereby requested to place in the hands of the Treasurer of School Monies in the amount according to the following schedule in accordance with the statutes relating thereto:

Payments from Mendham Borough to the Mendham Borough Board of Education:

#### 2023 LEVY

July 15-	\$ 1,037,715.50
Aug 15-	\$ 1,059,690.50
Sept 15-	\$ 1,037,715.50
Oct 15-	\$ 1,037,715.50
Nov 15-	\$ 1,037,715.50
Dec 15-	\$ 1,037,715.50

#### 2024 LEVY

Jan 15-	\$ 942,214.00
Feb 15-	\$ 1,475,075.00
Mar15 -	\$ 920,238.00
Apr 15 -	\$ 920,238.00
May 15-	\$ 920,238.00
June 15 -	\$ 920,238.00

TOTAL \$ 6,248,268.00

\$ 6,098,241.00

#### 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									

**15.10** 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 WOLFMAYER
- AYES -									
- NOES -									
ABSTAIN									

### 15.11 ROD Grant Application Submission

The Mendham Borough Board of Education upon the recommendation of the Superintendent of Schools, approves the submission of the ROD Grant application and plans to the New Jersey Department of Education, Office of School Facilities for their approval. The following projects are being submitted:

#### Mendham Borough Hilltop School

- Security Window and Door Film

#### Mendham Borough Mountain View School

- Security Vestibule and Security Window and Door Film

The Board of Education also approves any changes and amendments to the Mendham Borough Long Range Facility Plan as part of this ROD Grant project application submission.

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									

**15.12** Motion to approve Multisensory Matters LLC to provide multi-sensory training to K-3 staff members at the rate of \$80.00 per hour, not to exceed 15 hours, and to be completed no later than June 30, 2023, 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									

**15.13** United Business Systems -Copier/ Printer Approval

RESOLUTION AUTHORIZING USE OF THE GENERAL SERVICES ADMINISTRATION (GSA) FEDERAL SUPPLY SCHEDULE FOR THE PURCHASE OF PHOTOCOPIERS PURSUANT TO N.J.S.A. 18A:18A-10b

WHEREAS, the Mendham Borough School District, pursuant to N.J.S.A. 18A:18A-10b(4) and N.J.A.C. 5:34-9.7, may by resolution, utilize the Federal Supply Schedules of the General Services Administration promulgated by the Director of the Division of Purchase and Property in the Department of the Treasury pursuant to section 1 of P.L.1996, c.16, if the Board of Education determines that selection of a vendor from the Federal Supply Schedules would be more advantageous to the Board of Education; and

WHEREAS, the Mendham Borough School District intends to enter into a lease with United Business Systems., which has pricing for its copiers based on state contract number A40462, and

WHEREAS, the Board of Education authorizes the Business Administrator to lease the following nine (9) machines pursuant to all conditions of the individual GSA contracts:

- **Two (2) Canon IR Advance 8795's with Uniflow**
- **One (1) Canon IR Advance 4935 with Uniflow**
- **One (1) Canon IR Advance C5870 with Uniflow**
- **Three (3) Canon IR Advance C5850's with Uniflow**
- **One (1) Canon IR Advance C357**
- **One (1) Canon IR Advance 527 with Uniflow**

WHEREAS the monthly lease of the above nine (9) machines will have a cost of \$2,930.00 per month and

WHEREAS the maintenance cost on the above nine (9) machines will be \$0.004 per black and white copy; \$0.45 per color.

NOW THEREFORE BE IT RESOLVED that the Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods,

BE IT FURTHER RESOLVED that the duration of the lease between the Board of Education and United

Business Systems shall not exceed sixty (60) months and that at the end of the lease the machines can be purchased by the Mendham Borough School District at Fair Market Value.

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									

**15.14 Approval of RFP - Food Service Management Company**

WHEREAS, on March 15, 2023, the Mendham Borough Board of Education published an advertisement which solicited requests for proposals for food service management companies pursuant to the competitive contracting provisions of N.J.S.A.18A:18A-4.1 et seq.; AND

WHEREAS, on April 12, 2023, the Board received and opened one (1) proposal for the provision of food service management; AND

WHEREAS, the School Finance committee evaluated the submission in accordance with the scoring criteria set forth in the request for qualifications; AND

WHEREAS, the committee has issued its recommendation that Pomptonian Food Service's qualifications best match the district's requirements; AND

THEREFORE, BE IT RESOLVED, based on the recommendation of the committee, that the Board appoints Pomptonian Food Service, as the School's Food Service Management Company for the 2023-2024 school year.

**Food Service Management Fee and Guarantee Language**

Motion to approve Pomptonian as the Food Service Management Company who shall receive, in addition to the costs of operation, a management fee of \$.01020 per \$1.00 of sales to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fees to the Food Service Management Company

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									

### 15.15 School Lunch Prices 2023-2024 School Year

Motion to approve the following school lunch prices for the 2022-2023 school year:

<u>Options</u>	<u>Middle School</u>	<u>Elementary School</u>
Student Lunch	\$4.75	\$4.75
Village Fresh Lunch	\$5.50	\$5.50
Reduced Lunch	\$ .50	\$ .50
Traditional Faculty Lunch	\$5.50	\$5.50
Village Fresh Faculty Lunch	\$6.50	\$6.50

#### 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									

### 15.16 New Qualified Purchasing Agent

WHEREAS, pursuant to N.J.S.A. 18A:18A-3(a), the Board of Education previously designated the School Business Administrator/Board Secretary, as the qualified purchasing agent for the Board of Education and authorized the School Business Administrator to award contracts, in full accordance with the law, for purchases that do not exceed in the aggregate in a contract year the total sum of \$44,000.00 (bid threshold) without public advertising for bids; and

WHEREAS, the School Business Administrator was authorized to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37(a) and award contracts pursuant to N.J.S.A. 18A:18A-37(c); and

WHEREAS, effective May 31, 2023, the qualified purchasing agent position will become vacant; and

WHEREAS, pursuant to N.J.A.C. 5:34-5.5 and as noted in Local Finance Notice 2011-16, if the office of the purchasing agent (who holds a QPA certification) becomes vacant, a local contracting unit may appoint a person who does not hold a QPA certification as temporary purchasing agent for one year from the date of the vacancy, and, with permission of the Director, for a second one year appointment. During the term of the appointment of a temporary purchasing agent, a contracting unit's bid threshold may remain at the maximum amount allowed; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby designates Elizabeth Moreland as temporary purchasing agent, effective June 1, 2023 – May 31, 2024, so duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education and having the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by NJ Public Schools Contract Law, NJ Administrative Code, Federal Procurement Code, and Board of Education policy.

#### 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									

## **16. CURRICULUM & INSTRUCTION**

**16.1** Motion to approve the revised 2022-2023 school year calendar.

CARRIED:

**16.2** Motion to approve the revised 2023-2024 school year calendar.

CARRIED:

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

Student Group	Destination	Purpose
Grade 7	Hilltop Elementary School	Students will walk to Hilltop Elementary School to work with Grade 3 students to identify quadratics and relevant information in the real world via demonstrations via Google Slides and videos. Students will gain valuable experience collaborating with younger students on media representations of every day math.
Grade 1	Museum of Early Trades & Crafts	Students will visit the museum and participate in their "A Child's Life in Early America" program by acting out a day in the life of a child living on an early 1800s farm, problem-solving challenges they faced and recreate childrens toys of the time period. This trip aligns with the First Grade TCI Social Studies Unit 4 History exploring ways schools and families have changed over time.
Kindergarten	Schiff Nature Preserve	Student will attend the Forest Foray for a hands on look inot the diversity of trees that make up a healthy forest, how a tree works, and all the benefits trees provide. This trip supports the EL Education Module 3 Trees are Alive.
Grade 1	MVMWS	Students will walk to Mountain View Middle School to work with students in the Game Design class to playtest the final version of the game with the game controller.

CARRIED:

## **17. POLICY**

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

Type	Policy #	Name	New/Revised
Policy	0144	Board Member Orientation and Training	Revised
Policy & Regulation	2520	Instructional Supplies (M)	Revised
Policy	3217	Use of Corporal Punishment	Revised
Policy	4217	Use of Corporal Punishment	Revised
Policy	5305	Health Services Personnel (M)	Revised
Policy & Regulation	5308	Student Health Records (M)	Revised
Policy & Regulation	5310	Health Services (M)	Revised
Policy	6112	Reimbursement of Federal and Other Grant Expenditures (M)	Revised
Regulation	6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (M)	New
Policy	6115.04	Federal Funds - Duplication of Benefits (M)	New
Policy	6311	Contracts for Goods or Services Funded by Federal Grands (M)	Revised

Policy	7440	School District Security (M)	Revised
Policy	9100	Public Relations	Abolished
Policy	9140	Citizens Advisory Committees	Revised
Regulation	9140	Citizens Advisory Committees (M)	Abolished

CARRIED:

## 17.2 Motion to approve the following job description.

Code	Section	Position	New/Revised
F-6	Extracurricular Activities	Eighth Grade Advisor	Revised

CARRIED:

## 18. PERSONNEL

**18.01** Motion to appoint Patricia Zimmer, Payroll Coordinator, at the stipend rate of \$10,000.00, effective July 1, 2023 through June 30, 2024, 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									

**18.02** Motion to appoint Kirsten Goodnick, Grade 3 Leave Replacement Teacher, effective April 3, 2023 through June 30, 2023, at a rate of \$200.00 per day, pending a successful 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									

**18.03** Request to approve the following staff members as chaperones for the High Note Music Festival Dorney Park trip (tentative date - May 12, 2023):

Staff Member	Compensation
Leigh Carpenter	4 Hours at \$45 an hour for a total of \$180.00
<del>Brad McMurray</del>	<del>4 Hours at \$45 an hour for a total of \$180.00</del>
Marisa Austenberg	4 Hours at \$45 an hour for a total of \$180.00
Jonathon Dragon	4 Hours at \$45 an hour for a total of \$180.00



Kyle Nugent	4 Hours at \$45 an hour for a total of \$180.00
Bridget Walsh	4 Hours at \$45 an hour for a total of \$180.00
Dana Nix	4 Hours at \$45 an hour for a total of \$180.00

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									

**18.04** Motion to approve the updated list of staff members as overnight chaperones for the 8th grade trip (Gettysburg/Hershey), scheduled for May 30-31, 2023, upon the recommendation of the Superintendent.

Francie Byers	Tim Zangara
Denise Magrini	Margaret Beach
Lyndsay Magenheimer	Marisa Austenberg (Nurse)
Aimee Toth (Administration)	

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									

**18.05** Motion to approve Patty Danner, Chorus Director at Mendham High School, as a volunteer to work with Mountain View Singers and Ms. Dana Nix and attend the High Note Festival as the conductor, 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									

**18.06** Motion to rescind the appointment of Christopher Bordan as a Substitute Custodian, 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									

**18.07** Motion to accept the resignation of Dylan Mahr, Physical Education Teacher at Hilltop Elementary School, effective June 30, 2023, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**18.08** Motion to accept the resignation of Lauren Barnicle, Instructional Aide at Hilltop Elementary School, effective on or before May 12, 2023, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**18.09** Motion to accept the resignation of Dana Lmimouni, Special Education Teacher at Hilltop Elementary School, effective June 6, 2023, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**18.10** Motion to accept the resignation of Caroline Anderson, Elementary School Teacher at Hilltop Elementary School, effective June 6, 2023, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**18.11** Motion to approve Nancy Morales as a per diem Substitute Teacher, effective April 26, 2023 through June 30, 2023, pending a successful 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**18.12** 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.

Anthony Adinolfi	Elisa Coteron	Lillia Downs	Blake Fenstermaker
Andrew Gulley	Joan Perna	Liz Pignatiello	Vicky Rocco
Lauren Shofe	Melissa Skidmore	Christina Tomczyk	

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									

## 19. OTHER BUSINESS

**19.1** Motion to approve the submission of the Statement of Assurance for the 2023-2024 school year to continue to fully implement the NJDOE approved 2019-2022 Comprehensive Equity Plan, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**19.2** Motion to accept a donation through the Staples Classroom Reward Program in the amount of \$97.75 from Ms. AnneMarie Hornyak to be used for the school musical productions or dramatic plays at Mountain View Middle School, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**19.3** Motion to accept the donation from Newmark Education School, of Eureka Math workbooks to supplement the math curriculum in Kindergarten through Grade 5, at a value of \$1,728.00, 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 WOLFMEYER
– AYES –									
– NOES –									
ABSTAIN									

**20. RECOGNIZE PUBLIC**

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.

**21. ADJOURNMENT**

**TIME:**

Motion to adjourn the meeting.

CARRIED: