

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
MIDDLE SCHOOL MULTI-PURPOSE ROOM
REGULAR SESSION MEETING AGENDA
TUESDAY, APRIL 29, 2025, 7:30 PM**

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Flag Salute - Mrs. Mody led the flag salute.

III. Roll Call of the Board of Education

Mrs. Joan Mody	President	Present
Dr. Rekha Mandel	Vice President	Present
Mrs. Elisabeth Carrino-Tamasi		Present
Mrs. Natasha Crossan		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Mrs. Diana Orban Brown		Present

Twenty-six individuals from the public were present in the audience.

IV. Sunshine Law – Mrs. Mody read the following statement

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, Mendham Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Mendham Township Board of Education Office, sent to the Clerk of Mendham Township, and the Observer Tribune and the Daily Record. This is an official meeting.

V. Superintendent’s Report

Board of Education Information - Presentations

- ES & MS School Counselors
- ES CHOP/Atlantic Health Heart Safe Award/ES MET

VI. 2025-2026 Final Budget Presentation / Public Hearing - moved to later in the agenda

VII. Board President’s Report - None.

VIII. Correspondence - None.

IX. Committee Reports

X. Consent Items

Approval of Minutes

Work Session Minutes: March 18, 2025

Executive Session Minutes: March 18, 2025

Regular Session Minutes: March 25, 2025

Curriculum and School Programs

1. **Center for Behavioral Health - Evaluations**

BE IT RESOLVED that the Mendham Township Board of Education approves the Center for Behavioral Health to conduct psychiatric evaluations, as needed, in support of the Child Study Team evaluation process. Evaluation rates for the 2024-2025 School Year: Psychiatric evaluation \$575.00 and Neuropsychiatric evaluation \$675.00.

2. **Elementary and Middle School Field Trips** *(Attachments)*

BE IT RESOLVED that the Mendham Township Board of Education approves the attached field trips for the 2024-2025 school year.

Operations and Finance

1. **Certification Reports**

BE IT RESOLVED that the Mendham Township Board of Education certify, pursuant to N.J.A.C. 6A:23A-16.10(a), that no line item account has encumbrances and expenditures which in total exceed the line item appropriation and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 18A:17-9, N.J.S.A. 18A:22-8, and N.J.A.C. 6A:23A-16.10(B), after review of the Board Secretary's and Treasurer's monthly financial reports for March 2025 that no major accounts and fund balances in the 2024/2025 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. **Board Secretary's Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2025 Board Secretary's Reports.

3. **Treasurer's Report**

BE IT RESOLVED that the Mendham Township Board of Education approves the March 2025 Treasurer's Reports.

4. **March 2025 Transfer Reports**

BE IT RESOLVED that the Mendham Township Board of Education approve the March 2025 transfer report.

5. **April 2025 Bills List**

BE IT RESOLVED that the Mendham Township Board of Education approves the April Bills List. This includes payroll checks N5618 through N5620 and N5621 through N5623.

Fund 10 - Treasurer Account	\$ 64,631.26
Fund 11 - Treasurer Account	\$2,367,266.75
Fund 12 - Capitol Account	\$ 103,963.52
Fund 20 - Grant Account	\$ 14,831.41
Fund 30 - Referendum Account	\$ 338,818.48
Fund 60 - Cafeteria Account	\$ 42,058.03
Fund 80 - Unemployment Account	\$ <u>9,625.62</u>

Total: \$2,941,195.07

6. **District Travel** *(Attachment)*

BE IT RESOLVED that the Mendham Board of Education approves the attached travel events in agreement with Chapter 53, Public Law 2007, NJSA 18A:11-12, NJAC 6A:23A-1. All mileage will be reimbursed at the maximum NJ Circular 08-19-OMB rate (currently \$0.47 per mile).

7. **Use of District Facilities** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approve the attached use of facility applications for the 2024-2025 school year with the right to cancel based on school events and needs.

8. **Contract for Use of Facility with Apollo After School, Inc. for the 2025-2026 School Year** *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education approves the Use of Facilities contract with Apollo After School, Inc. for the purpose of conducting an extended daycare program at an annual fee of \$2,856.00 for the 2025-2026 school year.

9. **Submission of NJSIG Safety Grant Application 2025-2026**

BE IT RESOLVED that the Mendham Township Board of Education hereby approves the submission of the grant application for the 2025-2026 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, to include safety initiatives within the buildings and classroom security, in the amount of \$3,400 for the period of July 1, 2025, through June 30, 2026.

Personnel and Human Resources

1. Staff Resignation - Katelyn Crelin, Elementary School Teacher *(Attachment)*

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of resignation from Katelyn Crelin, Elementary School Teacher, dated April 7, 2025, and last working day effective June 17, 2025, for the 2024-2025 school year.

2. Leave of Absence (REVISED) – Jillian Glander, Elementary School Special Education Teacher

BE IT RESOLVED that the Board hereby approves Jillian Glander, Special Education Teacher, for a leave of absence, having received doctor's certification, commencing April 7, 2025, while utilizing Seventeen (17) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Ten (10) weeks on June 17, 2025.

BE IT FURTHER RESOLVED that the Board hereby approves Five (5) weeks under the NJ Family Leave Act (FLA) for Jillian Glander, commencing on May 13, 2025, through June 17, 2025, as requested in writing;

BE IT FURTHER RESOLVED that the Board hereby approves Jillian Glander with an anticipated return to work date of September 2, 2025.

BE IT RESOLVED that the Board hereby approves Jillian Glander, Special Education Teacher, for a leave of absence commencing on September 22, 2025, under the Federal Family & Medical Leave Act (FMLA) ending after 2 weeks on October 3, 2025 and under the NJ Family Leave Act (NJFLA) ending after 4 weeks on October 17, 2025;

BE IT FURTHER RESOLVED that the Board hereby approves Jillian Glander with an anticipated return to work date of October 20, 2025.

3. Leave of Absence (REVISED) – Aletha Consales, Assistant to the Superintendent for Human Resources

BE IT RESOLVED that the Board hereby approves Aletha Consales, Assistant to the Superintendent for Human Resources, for a leave of absence commencing on February 20, 2025, utilizing 61 sick days under the Federal Family & Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA) ending on May 16, 2025.

BE IT FURTHER RESOLVED that the Board approves Aletha Consales with an extended paid leave of absence (Not covered under FMLA or NJFLA) commencing on May 19, 2025, and ending on June 30, 2025, while utilizing 15 vacation days and 15 sick days.

4. Staff Retirement - Aletha Consales, Assistant to the Superintendent for Human Resources (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education accepts the letter of retirement from Aletha Consales, Assistant to the Superintendent for Human Resources, dated April 21, 2025, effective June 30, 2025.

5. Leave of Absence (REVISED) – Lauren Fittipaldi, Elementary School Music Teacher

BE IT RESOLVED that the Board hereby approves Lauren Fittipaldi, Elementary School Teacher, for a leave of absence, having received doctor’s certification, commencing November 11, 2024, while utilizing Thirty-Two (32) sick days, under the Federal Family Medical Leave Act (FMLA) ending after Twelve (12) weeks on February 14, 2025.

BE IT FURTHER RESOLVED that the Board hereby approves Twelve (12) weeks under the NJ Family Leave Act (FLA) for Lauren Fittipaldi, commencing on January 6, 2025, through March 28, 2025, as requested in writing;

BE IT FURTHER RESOLVED that the Board hereby approves Lauren Fittipaldi for an extended unpaid leave of absence (Not covered under FMLA and NJ FLA) beginning March 31, 2025, through June 17, 2025.

BE IT RESOLVED that the Board hereby approves Lauren Fittipaldi for an extended unpaid leave of absence, commencing September 2, 2025, through June 19, 2026 (Not covered under FMLA and NJ FLA).

BE IT FURTHER RESOLVED that the Board hereby approves Lauren Fittipaldi with a return to work date of the first day of the 2026-2027 school year.

6. Leave Replacement - Substitute Teacher Stephanie Manson

BE IT RESOLVED that the Mendham Township Board of Education approves Stephanie Manson as the Elementary School Physical Education substitute teacher, effective May 27, 2025, through June 17, 2025, at the current substitute rate of \$125.00 per day.

7. Chaperones (Attachment)

BE IT RESOLVED that the Mendham Township Board of Education approves payment at the contractual rate for chaperones following the end of the contractual day.

8. Substitute Teacher

BE IT RESOLVED that the Mendham Township Board of Education approves the following substitute teacher, pending completion of paperwork, at the current rate of \$125.00 per day for the 2024-2025 school year. Angela Riedinger

Policy and Planning

1. First Reading (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approves the First reading of the following policies and regulations:

P 3433	Vacations
P 3435	Anticipated Disability
P 3436	Personal Leave
P 3439	Jury Duty
P 4111	Creating Positions
P 4124	Employment Contract
P 4130	Assignment and Transfer
P 4140	Termination
P 4145	Layoffs
P 4150	Discipline
P 4152	Withholding an Increment
P 4211.3	Consulting Outside the District
R 4211.3	Consulting Outside the District
P 4214	Conflict of Interest
P 4215	Code of Ethics
P 4220	Employee Evaluations
R 4220	Evaluation of Support Staff Member
R 4230	Outside Activities
P 4233	Political Activities
R 4233	Political Activities
P 4240	Employee Training
R 4240	Employee Training
P 4281	Inappropriate Staff Conduct
R 4281	Inappropriate Staff Conduct

2. Second Reading (*Attachments*)

BE IT RESOLVED that the Mendham Township Board of Education approves the Second reading and adoption of the following policies and regulations:

P 3245	Research Projects by Staff Members
P 3280	Liability for Pupil Welfare
R 3280	Liability for Pupil Welfare
P 3281	Inappropriate Staff Conduct
R 3281	Inappropriate Staff Conduct
P 3282	Use of Social Networking Sites
P 3310	Academic Freedom

- P 3321 Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
- R 3321 Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
- P 3340 Grievance
- P 3351 Healthy Workplace Environment
- P 3362 Sexual Harassment (M)
- R 3362 Sexual Harassment of Teaching Staff Members Complaint Procedure
- P 3370 Teaching Staff Member Tenure
- P 3372 Teaching Staff Member Tenure Acquisition
- P 3373 Tenure Upon Transfer or Promotion
- P 3374 Tenure Upon Transfer to An Underperforming School
- P 3381 Protection Against Retaliation
- P 3410 Compensation
- P 3420 Benefits
- P 3425 Work Related Disability Pay
- P 3425.1 Modified Duty Early Return to Work Program - Teaching Staff Members
- R 3425.1 Modified Duty Early Return to Work Program - Teaching Staff Members

- P 5111 Eligibility of Resident/Nonresident Students (M)

Mrs. Orban Brown moved to approve the Committee Report and the Consent Items for April 29, 2025; Approval of all Monthly Meeting minutes, Curriculum & Instruction items 1-2, Operations & Finance items 1-9, Personnel & Human Resources items 1-8, Policy and Planning items 1-2, seconded by Mr. Keeling, and the motion was CARRIED in a roll call vote: Mrs. Carrino Tamasi; yes, Mrs. Crossan; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Mrs. Orban Brown; yes, Dr. Mandel; yes, and Mrs. Mody; yes – motions carry.

XI. ACTION ITEM

2025-2026 Final Budget Presentation / Public Hearing

Personnel and Human Resources

1. Termination of Employment

BE IT RESOLVED that the Mendham Township Board of Education has informed the employee (No.4952) of their termination of employment dated and effective April 29, 2025.

Operations and Finance

1. ADOPTION OF THE FINAL 2025-2026 BUDGET AS APPROVED BY THE EXECUTIVE COUNTY SUPERINTENDENT (unchanged)

A. ADOPTION OF THE FINAL 2025-2026 BUDGET

WHEREAS, the Mendham Township Board of Education adopted a tentative budget on March 18, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 10, 2025, and

WHEREAS, the tentative budget was advertised in the legal section of the Daily Record newspaper on Wednesday, April 23 2025, and

WHEREAS, the final budget was presented to the public during a hearing held in the Multi-Purpose Room of the Mendham Township Middle School, 16 Washington Valley Road, Brookside, NJ, on the 29th day of April, 2025.

	GENERAL FUND	SPECIAL REVENUES FUNDS	DEBT SERVICE FUND	TOTAL
2025-26 Total Expenditures	\$26,033,775	\$ 155,000	\$1,356,088	\$27,544,863
Less: Anticipated Revenues	\$ 6,263,157	\$ 155,000	\$ 428,008	\$ 6,846,165
Taxes to be Raised	\$19,770,618	\$ 0	\$ 928,080	\$20,698,698

B. USE OF ADJUSTMENTS – 2025-2026

BE IT RESOLVED that the Mendham Township Board of Education includes in the final budget a health care cost adjustment as calculated in the budget software and pursuant to N.J.S.A. 18A:7F-38 subsection (b)2 and N.J.A.C. 6A:23A-11.2 subsection (b), above the 2% in the amount of \$207,506. In accordance with the district, it has fully exhausted all eligible statutory spending authority. The adjustment will be used to pay for additional increases in health benefit premiums for staff.

C. TRAVEL AND RELATED EXPENSE REIMBURSEMENT – 2025-2026

WHEREAS, the Mendham Township Board of Education recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Mendham Township Board of Education established \$25,000 as the maximum travel amount for the current school year and has expended \$12,230 as of this date; now

THEREFORE, BE IT RESOLVED, the Mendham Township Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$25,000 for the 2025-2026 school year.

D. CAPITAL RESERVE WITHDRAWAL – 2025-2026

WHEREAS, the Mendham Township Board of Education maintains a Capital Reserve Account in accordance with N.J.S.A. 18A:7G-31 and N.J.A.C. 6A:23A-14.1 for the purpose of funding capital projects included in the district’s approved Long-Range Facilities Plan (LRFP); and

WHEREAS, the Board has identified the need to allocate funds from the Capital Reserve Account to support the costs associated with the referendum project, as outlined in the district’s Long-Range Facilities Plan (LRFP) and

WHEREAS, the withdrawal of these funds is in compliance with the provisions of N.J.A.C. 6A:23A-14.1, which stipulates that funds from the Capital Reserve Account may only be used for capital projects formally approved in the district’s LRFP;

NOW, THEREFORE, BE IT RESOLVED that the Mendham Township Board of Education hereby authorizes the withdrawal of \$900,000 from the Capital Reserve Account to be appropriated for the purpose of completing projects for the district during the 2025-2026 school year. To include, but are not limited to, the replacement of HVAC equipment at both the Mendham Township Elementary School and the Mendham Township Middle School, and furniture, supplies/materials for both schools that are needed for the referendum project that were removed to keep the project cost of the bonding down; and

BE IT FURTHER RESOLVED that this appropriation shall be reflected in the district’s budget in accordance with N.J.A.C. 6A:23A-14.1(c) and that all expenditures from these funds shall be in strict compliance with statutory and regulatory requirements.

E. MAINTENANCE RESERVE WITHDRAWAL – 2025-2026

WHEREAS, the Mendham Township Board of Education maintains a Maintenance Reserve Account in accordance with N.J.S.A. 18A:7G-31 and N.J.A.C. 6A:23A-14.2 for the purpose of

funding required maintenance projects as outlined in the district’s Comprehensive Maintenance Plan (CMP); and

WHEREAS, the Board has identified the need to allocate funds from the Maintenance Reserve Account to support the costs associated with [describe specific required maintenance project], as outlined in the district’s Comprehensive Maintenance Plan (CMP) and

WHEREAS, the withdrawal of these funds is in compliance with the provisions of N.J.A.C. 6A:23A-14.2, which stipulates that funds from the Maintenance Reserve Account may only be used for required maintenance activities as defined in N.J.A.C. 6A:26A-1.2;

NOW, THEREFORE, BE IT RESOLVED that the Mendham Township Board of Education hereby authorizes the withdrawal of \$400,000 from the Maintenance Reserve Account to be appropriated for the purpose of completing projects for the district during the 2025-2026 school year. To include, but not limited to, the repair and replacement of HVAC equipment at both the Mendham Township Elementary School and the Mendham Township Middle School; and

BE IT FURTHER RESOLVED that this appropriation shall be reflected in the district’s budget in accordance with N.J.A.C. 6A:23A-14.2(e) and that all expenditures from these funds shall be in strict compliance with statutory and regulatory requirements.

F. PROFESSIONAL SERVICES 2025-2026 BUDGET

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually, prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year (2025-2026) and

WHEREAS, the final 2025-2026 budget includes the following appropriation

Legal	\$12,000
Auditor	\$35,000
Architect	\$35,000
Physician	\$ 4,200

BE IT RESOLVED that the School Business Administrator track and record these costs to ensure that the maximum amount is not exceeded.

2. RESOLUTION FOR DISTRICT TAX 2025-2026

BE IT RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2025-2026 is \$19,770,618 for the General Fund plus \$928,080 for Debt Service, which equals \$20,698,698 in total for the tax levy for the 2025-2026 school year that Mendham

Township is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy	Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy
July 1, 2025	1,647,554.00	464,040.00	January 1, 2026	1,647,554.00	464,040.00
August 1, 2025	1,647,551.00		February 1, 2026	1,647,551.00	
September 1, 2025	1,647,551.00		March 1, 2026	1,647,551.00	
October 1, 2025	1,647,551.00		April 1, 2026	1,647,551.00	
November 1, 2025	1,647,551.00		May 1, 2026	1,647,551.00	
December 1, 2025	1,647,551.00		June 1, 2026	1,647,551.00	
TOTAL 2025:	9,885,309.00	464,040.00	TOTAL 2026:	9,885,309.00	464,040.00

FY 2025-2026 Approved Total: \$19,770,618.00 \$ 928,080.00

Certified Tax Levy: \$20,698,698.00

XII. Discussion

Mrs. Orban Brown, your work was phenomenal, and several questions were answered. This was a solid and well-thought-out experience, with revenues budgeted and spent carefully. All of the administration and faculty should look at this as just because the funding is in the budget does not mean it needs to be spent.

Mr. Dumovic, this is the same budget that was presented in March, which I supported. It supports students and, most importantly, reflects an increase in revenues with expenditure reductions.

Mr. Keeling - excellent budget, definitely supports students and special education inclusion rooms in all grade levels. The focus on the facilities is commendable.

Mrs. Carrino-Tamasi, echoing everyone’s comments, I am proud of this budget. It fills the need, and locally, many other districts are not in the same position. I want to commend the administration; thank you, Sal, Donna, and Rob. Be proud.

Dr. Mandel - I agree with everyone as well. The fact is that it is getting more expensive to educate. This district is stronger than ever, and I am super proud to be part of this organization. I am impressed at all levels, and I fully support this budget.

Mrs. Mody - Thank you to the Operations & Finance committee and the rest of the BOE and administration for all your hard work. Each year, I am more impressed with the presentation by Dr. Constantino. I am grateful for Dr. Koroski's assistance. Mrs. Mosner, take a bow, you have put us in a great position to strategize the debt and our funds. I am proud that my children go here.

Dr. Mandel moved to approve Action Items for April 29, 2025 - Personnel & Human Resources item 1, and Operations & Finance items 1A - 1F, and 2, seconded by Mrs. Carrino-Tamasi, and the motion was CARRIED in a roll call vote: Mrs. Crossan; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Mrs. Orban Brown; yes, Dr. Mandel; yes, Mrs. Carrino Tamasi; yes, and Mrs. Mody; yes – motions carry.

XIII. Verbal Communications from the Public - None.

XIV. Adjournment

Moved by Mrs. Carrino-Tamasi, seconded by Dr. Mandel, to adjourn the Regular Session / Public Hearing Meeting of April 29, 2025. The meeting was adjourned at 9:03 p.m.

Respectfully submitted,



Donna Mosner
School Business Administrator/Board Secretary