

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
BROOKSIDE COMMUNITY CLUB  
REGULAR SESSION MEETING MINUTES  
TUESDAY, JULY 22, 2025, 4:00 PM**

**I. Call to Order**

The meeting was called to order at 4:15 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 |

One individual from the public was 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**

- District Updates, News, and Events
- Charlene Peterson - NJSBA - review BOE Self Assessment Board & District Goal Setting

**VI. Board Secretary's Report**

Year-end closeout is going well. The final bill list is on the agenda tonight for approval, and all other outstanding purchase orders have been encumbered. The 2025-2026 school year has begun, and all of the supplies and materials for both MTES

and MTMS have been ordered. Due to the work being done at both buildings, I have delayed bulk deliveries until the first week of August, which should allow for plenty of time. The audit has been scheduled for the first full week of October this year, so we should have it done and processed in plenty of time to approve it by the due date in December.

Mrs. Orban Brown reviewed the bill list and found everything to be in order.

## **VII. Board President's Report**

There will be only one meeting in August due to scheduling conflicts. Therefore, committee week will be moved by one week, and the meeting will be on August 26, 2025, at the community club.

I also want to thank everyone for their time. I appreciate your professionalism and dedication.

## **VIII. Correspondence - None.**

## **IX. Committee Reports**

- **Curriculum and School Programs - Mr. Keeling delivered the report.**
- **DEIB - Mrs. Carrino-Tamasi delivered the report.**
- **Operations and Finance - Dr. Mandel delivered the report.**
- **Personnel and Human Resources - Mr. Dumovic delivered the report.**
- **Policy - Mrs. Orban Brown delivered the report.**
- **Ad Hoc - Referendum/ROD Grant - Mrs. Orban Brown delivered the report.**

## **X. Adjourn to Closed EXECUTIVE SESSION**

**WHEREAS**, Chapter 231 P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive session under certain limited circumstances, and

**WHEREAS**, said the law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Mendham Township that it does hereby determine that it is necessary to meet in executive session at this time to discuss personnel matters. The matters discussed will be made public if and when confidentiality is no longer required, and action pursuant to said discussion shall take place only at a public meeting.

Moved by Mr. Keeling, seconded by Dr. Mandel, to move to Closed Executive Session. The Board adjourned to Closed Executive Session at 7:46 pm.

**XI. Reconvene Open Regular Session Meeting**

Moved by Dr. Mandel, seconded by Mrs. Orban Brown, to reconvene to the Regular Session Meeting at 8:01 pm., unanimously carried in a voice vote.

**XII. Curriculum and School Programs**

**1. Settlement Agreement 13950.2000**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the settlement agreement based on the terms of the matter and student 16510098.

**Dr. Mandel moved to approve the settlement agreement 13950.2000, 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. Thomas Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, and Mrs. Mody; yes – motion carries.**

**Consent Items**

**Approval of Minutes**

Work Session Minutes: June 24, 2025

Regular Session Minutes: June 24, 2025

**Curriculum and School Programs**

**1. Student Safety Data System**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the Student Safety Data System for Period 2 (January 1, 2025 - June 30, 2025) to the New Jersey Department of Education.

**2. Mentoring Plan (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the submission of the 2025-2026 Mentoring Plan.

**3. Mendham Township School District Calendar 2026-2027 (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Mendham Township School District Calendar for the 2026-2027 school year.

**4. Elementary School Field Trips (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the proposed Elementary School Field Trips for the 2025-2026 school year.

**5. Middle School Field Trips, Activities, and Fundraisers (Attachment)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the proposed Middle School Field Trips, Activities, and Fundraisers for the 2025-2026 school year.

6. **Professional Services Agreement with All In for Inclusive Education (NJCIE)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the agreement with NJCIE to provide inclusion and co-teaching professional development for the 2025-2026 School Year, utilizing IDEA grant funds not to exceed \$19,500.

7. **Tuition Contract with NJ Commission for the Blind and Visually Impaired**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Tuition Contract with CBVI for the 2025-2026 school year for (2) students as per their IEPs: student (15027946) at a tuition rate of \$2,541.00 and student (16463796) at a tuition rate of \$2541.00.

8. **Tuition Contracts with Mt. Arlington Board of Education** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education, receiving district, approves the Tuition Contract with the Mt. Arlington Board of Education, sending district, for the 2025 ESY program for \$3,886.00 and the 2025-2026 School Year 09/04/2025 to 06/29/2026 for one (1) student (ID#11531) at a tuition receipt of \$79,952.00.

**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 June 2025 that no major accounts and fund balances in the 2025/2026 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 June 2025 Board Secretary's Reports.

3. **Treasurer's Report**

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

4. **June 2025 Transfer Reports**

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

5. **June 2025 Year-End Final Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the June 2025 Bills List. This includes payroll checks N5638 through N5640.

|                                  |                       |
|----------------------------------|-----------------------|
| Fund 10 - Treasurer Account      | \$ 31,626.22          |
| Fund 11 - Treasurer Account      | \$1,308,431.96        |
| Fund 12 - Treasurer Account      | \$ 8,800.00           |
| Fund 20 - Special Revenue/Grants | \$ 3,000.00           |
| Fund 30 - Referendum Account     | <u>\$1,329,545.34</u> |
| Total:                           | \$2,681,403.52        |

6. **July 2025 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the July 2025 Bills List. This includes payroll checks N5641 through N5643.

|                                |                     |
|--------------------------------|---------------------|
| Fund 10 - Treasurer Account    | \$ 3,350.68         |
| Fund 11 - Treasurer Account    | \$898,263.39        |
| Fund 60 - Cafeteria Account    | \$ 23.45            |
| Fund 80 - Unemployment Account | <u>\$ 18,124.58</u> |
| Total:                         | \$919,762.10        |

7. **Approval of Submission of IDEA Grant 2025-2026**

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the allocations and approves the submission of the 2024-2025 Individuals with Disabilities Education Act Grant Application (IDEA) to the New Jersey Department of Education. The application amounts are \$181,308.00 for the Basic IDEA Grant (Grades K-8) and \$9,682.00 for the Preschool IDEA Grant.

8. **Transportation Request - Summer Camp**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the transportation request from Randolph Township Parks, Recreation and Community Services at rates of \$85.00 an hour for a 54-passenger bus and \$75.00 an hour for a 24-passenger van.

9. **Adjustments to Public School Bid Thresholds - 07/01/2025**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the annual public school bid threshold rates for the 2025-2026 school year as follows:

**Description**

|                                    |          |
|------------------------------------|----------|
| With Qualified Purchasing Agent    | \$53,000 |
| Without Qualified Purchasing Agent | \$39,000 |

**Personnel and Human Resources**

1. **New Hire - Melissa Benson, Administrative Assistant to the Elementary School Principal** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Melissa Benson, pending completion of paperwork, as a Full-Time Administrative Assistant to the Elementary School Principal, effective July 14, 2025, for the 2026-2027 school year, at a (prorated) salary of \$63,000.00.

2. **New Hire - Robert Terpstra, Transportation Driver**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Robert Terpstra as a Full-Time Transportation Driver, effective September 4, 2025, at an hourly rate of \$33.07 for the 2025-2026 school year.

3. **New Hire - Emily Franco, Transportation Bus Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Emily Franco, pending completion of paperwork, as a Transportation Bus Aide at an hourly rate of \$22.00 for 4 hours per day, effective September 4, 2025, for the 2025-2026 school year.

4. **Erna Hauswald, District Mail Delivery Stipend**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Erna Hauswald to receive a stipend of \$7,500.00, District Mail Delivery for the 2025-2026 school year.

5. **Revised: Middle School Schedule B & C Stipend Positions for 2025-2026**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following revised 2025-2026 Co-Curricular Stipend positions for Middle School:

**CO-CURRICULAR Activities (Schedule B & C)**

| Activities                                         | 2025-2026 Salary                                       | Staff Member                   |
|----------------------------------------------------|--------------------------------------------------------|--------------------------------|
| Girls Lacrosse (split)                             | \$2,875.00 each                                        | Carol Hueston<br>Amanda Porter |
| ESports<br>Grades 5-8 (1 hour each)<br>Zero Period | \$272.00 base +<br>Max of 10 events<br>@ \$70.00 each, | Jonathan Smith                 |

|  |                                      |  |
|--|--------------------------------------|--|
|  | not to exceed a<br>total of \$972.00 |  |
|--|--------------------------------------|--|

6. **MS Chaperones for the 2025-2026 School Year** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Middle School Chaperone list for the 2025-2026 school year.

7. **Merit Goals – Superintendent of Schools** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Dr. Salvatore M. Constantino for the school year 2025-2026.

8. **Merit Goals – Assistant Superintendent** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Dr. Robert Koroski for the school year 2025-2026.

9. **Merit Goals – Business Administrator** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Donna Mosner for the school year 2025-2026.

10. **Merit Goals – Elementary School Principal** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Dr. Julianne Kotcho for the school year 2025-2026.

11. **Merit Goals – Middle School Principal** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Dr. Patrick Ciccone for the school year 2025-2026.

12. **Merit Goals – Elementary School Assistant Principal** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Mr. Michal Ferenc for the school year 2025-2026.

13. **Merit Goals – Middle School Assistant Principal** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Merit Goals for Mr. Nicholas Angrisani for the school year 2025-2026.

## **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 0143 Board Member Election and Appointment
- P 0177 Professional Services (M)
- P 2412 Home Instruction Due to Health Condition
- R 2412 Home Instruction Due to Health Condition
- R 2417 Student Intervention and Referral Services
- P 2430 Co-Curricular Activities (M)
- R 2430 Extra-Curricular Activities
- P 2481 Home or Out-of-School Instruction for General Education Students  
for Reasons Other Than a Temporary or Chronic Health Condition (M)
- R 2481 Home or Out-of-School Instruction for General Education Students  
for Reasons Other Than a Temporary or Chronic Health Condition (M)
- P 3230 Outside Activities
- P 3283 Electronic Communications Between Teaching Staff Members and  
Students (M)
- P 4230 Outside Activities
- P 4283 Electronic Communications Between Support Staff Members and  
Students
- P 5120 Assignment of Students
- P 5112 Entrance Age
- P 5112.1 Early Childhood Education/Preschool
- P 5306 Health Services to Nonpublic Schools (M)
- R 5306 Health Services to Nonpublic Schools (M)
- P 5530 Substance Abuse (M)

**Mrs. Orban Brown moved to approve the Committee Report and the Consent Items for July 22, 2025; Approval of all Monthly Meeting minutes, Curriculum & Instruction items 1-8, Operations & Finance items 1-9, Personnel & Human Resources items 1-13, Policy and Planning item 1, seconded by Mr. Keeling, and the motion was CARRIED in a roll call vote: Mrs. Crossan; yes, Mr. Dumovic; yes, Mr. Thomas Keeling; yes, Dr. Mandel; yes, Mrs. Orban Brown; yes, Mrs. Carrino Tamasi; yes, and Mrs. Mody; yes – motions carry.**

**XI. Discussion - None.**

**XII. Verbal Communications from the Public - None.**

**XIII. Adjournment**

Moved by Mr. Dumovic, seconded by Dr. Mandel, to adjourn the Regular Session Meeting of July 22, 2025. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary