

**MENDHAM TOWNSHIP PUBLIC SCHOOLS  
BROOKSIDE, NEW JERSEY  
MIDDLE SCHOOL MULTI-PURPOSE ROOM  
REGULAR SESSION MEETING AGENDA  
WEDNESDAY, OCTOBER 28, 2025, 7:30 PM**

Before the start of the meeting, Mr. Stephen Dodrv and some students from the MTMS honor choir performed a few songs that they sent to the NBC 4 New York choir contest -the winner will be invited to perform during NBC’s “Christmas in Rockefeller Center” broadcast. MTMS concert will be held on December 10, 2025, @ 7:00 pm

**I. Call to Order**

The meeting was called to order at 7:40 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 - arrived @ 7:55 pm
Mrs. Natasha Crossan		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Mrs. Diana Orban Brown		Present

Two (2) 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**

**1. AI in Our Schools**

Innovation continues to thrive throughout our district, especially in the area of artificial intelligence integration. A recent highlight was our 6th-grade social studies class at MTMS, where Lauren Procranik’s “Pharaoh’s Press Conference” showed how AI can transform traditional lessons into creative and challenging learning experiences.

Students began by analyzing a nonfiction article about King Tut, generating their own interview questions, and then using SchoolAI to simulate a press conference with the pharaoh himself. The exercise combined independent reading, historical analysis, and higher-order questioning—culminating in a summary chart that reinforced comprehension and critical thinking.

In addition to that example, we are now leveraging the SchoolAI platform more broadly in our elementary grades to personalize learning, increase student engagement, and support teacher instructional time. Specifically:

- SchoolAI describes its system as giving **every student personal AI tutoring** while giving teachers “exactly what each student needs.” [schoolai.com](https://schoolai.com)
- In elementary contexts, SchoolAI helps to create personalized pathways, allowing students to work at their pace and style, particularly useful in mixed-ability groups.
- The platform includes teacher-monitored workspaces called “Spaces” where teachers can either build or choose interactive activities, then monitor student progress in real time—enabling earlier intervention for students who begin to struggle.
- From a safety and privacy standpoint, SchoolAI emphasizes that student/teacher interactions are observable by the educator, and data is handled with a “privacy first” design so student work is not used to train other models.

For our district, integrating SchoolAI allows us to:

- Differentiate instruction more efficiently (for example, students who finish the “Pharaoh’s Press Conference” activity can move into extension tasks created in the Space)
- Free teacher time by enabling the AI to handle some scaffolding and formative feedback while the teacher focuses on targeted small-group intervention
- Monitor student engagement in real time and intervene proactively rather than waiting for a quiz to show gaps

As we continue to roll this out, we are tracking key metrics (student usage, engagement rates, teacher feedback, and correlation with assessment outcomes) to determine the tool’s impact and guide future adoption decisions.

## **2. Referendum Phase II Updates**

Work continues on the Referendum Phase II projects at both schools. M&M Construction has nearly completed the remaining punch-list items, including:

- Elementary School: epoxy flooring in the kitchen closet, new exterior doors, and adjustments to the SGI Suite lighting (exploring dimmers and separate circuits).
- Middle School: basketball court and fencing, replacement of Room 100 door hardware, installation of missing hardware in Room 209, and repair of the metal panel above Room 224.

- HVAC and boiler controls are also being fine-tuned. AME has repaired an additional boiler and is verifying system communications to ensure reliability before winter begins.
- Epic is finalizing compaction reports and as-built drawings for submission to the Board. Discussions with PSA and local officials are ongoing regarding open permits that may remain until Phase III begins next year.

The project team anticipates completing all remaining work in November, positioning us for a smooth transition to **Phase III in 2026**.

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### 3. Upcoming Meetings and Events

Our next Board meetings are as follows:

- **November 18, 2025 – Work Session**
  - Student Representative Presentation (MTES Student Group)
  - Annual Audit Presentation
  - Celebration for Joan Mody
  - Committee Reports
- **December 16, 2025 – Regular Session**
  - MTMS Student Presentation
  - Pomptonian Recognition Dinner
  - Training Session
- **January 6, 2026 – Reorganization Meeting**
  - Superintendent’s Presentation from MCSBA

## VI. Board Secretary’s Report

### ➤ Finance:

#### **2026-2027 Tentative Budget Calendar**

10/15/2025	Budget Calendar to the Administration Team
10/15/2025	Snapshot date – actual enrollment
10/28/2025	Review of Tentative 2026-2027 Budget Calendar
10/31/2025	Debt Service review, analysis, and edits due
11/04/2025	Annual school election
11/11/2025	Discussion of finalizing budget goals with the Finance Committee

11/11/2021	Review LRFP, 7.6 Indicator Checklist, and Comprehensive Maintenance Plan (CMP) due to the NJ Department of Education
11/12/2025	Distribution of budget worksheets to the Administration Team
11/18/2025	Regular Monthly BOE Meeting
11/28/2025	D.R.T.R.S. Report due to the NJ Department of Education; analysis of Transportation Efficacy Rating from Transportation Provider, Contracted Services, CST, and other key personnel
11/28/2025	Review employee benefit premium costs, including premium increases with the district broker, opt-out waivers, and employee premium contributions.
12/01/2025	Payroll review of all current employees, including steps, tracks, longevity, assignments, deviations, funding sources, etc.
12/03/2025	Receive curriculum enhancements, program revisions, and improvements from the administration, as well as potential stoppage of current year spending.
12/03/2025	Budgetary discussion with Administration regarding consumables, curriculum costs, central supply, including all facilities systems and technology needs.
12/05/2025	Certify Annual School State Aid (ASSA) information for on-roll students, sent, received for charter, etc.
12/10/2025	TBD - Mid-year 2025-2026 budget review with NJDOE
12/16/2025	Regular Monthly BOE meeting - budget update
12/17/2025	Receive staffing needs from the Administration
12/17/2025	Receive tenure and non-tenure listing from the Superintendent
12/17/2025	Receive enrollment projections from the Superintendent
12/17/2025	Collect budget binders from Administration
12/19/2025	Approve SEMI waiver, if applicable
12/19/2025	Review and analysis deadline of all grant and enterprise fund programs
12/31/2025	Certification of tuition calculations due from NJ Department of Education
12/31/2025	NJ Department of Education budget software is anticipated to be available
Dec/Jan	Budget preparation by Business Office

- 01/06/2026 Reorganizational Meeting of the Board of Education
- 01/07/2026 Provide draft 2026-2027 budget to the Administration for discussion
- 01/20/2026 Regular Monthly BOE meeting – budget update
- 02/10/2026 2026-2027 Budget options to the finance committee
- 02/24/2026 2026-2027 Budget option at Regular Meeting
- 02/25/2026 Governor’s State of the State Address (tentative)
- 02/27/2026 Release of state aid figures (tentative)
- 03/17/2026 Budget preliminary adoption for the purpose of DOE review
- 03/18/2026 Preliminary 2026-2027 budget submission to NJDOE for review
- 04/22/2026 Advertise for Public Hearing on 2026-2027 Budget
- 05/05/2026 Public Hearing/Special Meeting on 2026-2027 Budget – Adopt Budget
- 05/06/2026 Post User-Friendly Budget on website
- 05/14/2026 Certification of 26-27 budget & A4F taxes to municipalities, county, and state

**PLEASE NOTE ALL DATES FROM 02/24/26 TO 05/14/26 ARE TENTATIVE UNTIL THE STATE RELEASES THE INFORMATION**

**VII. Board President’s Report - None.**

**VIII. Correspondence - Dr. Kathleen E. Walsh, Superintendent of Netcong School District**

**IX. Committee Reports**

**X. Consent Items**

**Approval of Minutes**

- Work Session Minutes: September 16, 2025
- Regular Session Minutes: September 24, 2025

**Curriculum and School Programs**

**1. Week of Respect, School Violence Awareness Week, and Red Ribbon Week for the 2025-2026 school year (Attachments)**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached activities to be held at the Mendham Township Elementary School and the Mendham Township

Middle School in observance of the Week of Respect, School Violence Awareness Week, and Red Ribbon Week for the 2025-2026 school year.

2. **Middle School Holiday Concert Selections** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the Middle School's Holiday Concert Programs for the December 2025 performances.

3. **Field Trips** (*Attachments*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached field trips for the 2025-2026 school year.

4. **Contract with AssistiveTek - Brian Friedlander**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Brian Friedlander of AssistiveTek to provide AT Training at the following rate of \$500.00 for two hours.

**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 October 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 September 2025 Board Secretary's Reports.

3. **Treasurer's Report**

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

4. **September 2025 Transfer Reports**

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

5. **October 2025 Bills List**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the October Bills List. This includes payroll checks N5658 through N5660 and N5661 through N5664.

Fund 10 - Treasurer Account	\$ 66,429.37
Fund 11 - Treasurer Account	\$2,252,159.93
Fund 12 - Treasurer Account	\$ 22,100.70
Fund 20 - Grant Account	\$ 10,526.00
Fund 30 - Referendum Account	\$ 13,585.49
Fund 60 - Cafeteria Account	\$ 49,602.39
Fund 95 - Athletic Account	<u>\$ 1,620.00</u>

Total: \$2,416,023.88

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. **School Bus Emergency Evacuation Drill Reports** *(Attachments)*

**BE IT RESOLVED** that the Mendham Township Board of Education accepts the School Bus Emergency Evacuation Drill Reports from Mendham Borough’s Hilltop Elementary School and Mountain View Middle School, and Mendham Township Elementary and Middle Schools.

8. **Securing Our Children’s Future Bond Act**

**WHEREAS**, the Securing Our Children’s Future Bond Act, P.L. 2018, c. 119 (the “Bond Act”) provides \$100 million in grant funding for eligible work to remediate water contamination in school districts.

**WHEREAS**, the Mendham Township School District (the “District”) has determined to apply for grant funding from the New Jersey Department of Education (“NJDOE”) under the Bond Act for eligible work to remediate water contamination.

**NOW THEREFORE, BE IT RESOLVED**, the District’s Board of Education (the “Board”) approves the submission of the grant application, the acceptance of funds granted thereunder, the availability of local funds should the total estimated cost of the proposed work exceed the District’s grant allowance, and the sustainability plan for filtration or flushing solutions.

**Personnel and Human Resources**

1. **Leave Replacement - Alexandra Otto, Middle School Counselor** *(Attachment)*

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment, pending completion of paperwork, of Alexandra Otto as a full-time Leave Replacement Middle

School Counselor, effective November 12, 2025, through March 27, 2026, at a prorated salary of \$63,990.00, MA, Step 1.

2. **Elementary School Schedule B Stipend Position for 2025-2026**

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

**CO-CURRICULAR Activity (Schedule B)**

Activity	2025-2026 Salary	Staff Member
Chess Club Spring Session	\$272.00 base + Max of 10 events @ \$70.00 each, not to exceed a total of \$972.00	Dori Smyth

3. **Middle School Extra Teaching Periods for 2025-2026**

**BE IT RESOLVED** that the Mendham Township Board of Education approves the following staff member to teach extra periods of instruction during the 2025-2026 school year, effective October 1, 2025, at a prorated stipend based on \$8,500/year for an additional period five (5) times a week for a full year, and independent of placement on the salary guide.

**Extra Instructional Periods**

Special Education Instructional Support Period	5 period/wk	Carol Hueston	\$8,500
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4. **Extra Hours - Karina Chacon, Middle School Spanish Teacher**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$42.42, for Karina Chacon to serve as an aide for student #15360987 for a band concert at WMC on 10/09/25 from 6:00 p.m. to 9:00 p.m.

5. **Extra Hours - Cindy Blood, Middle School Instructional Aide**

**BE IT RESOLVED** that the Mendham Township Board of Education approves extra hours, at an hourly rate of \$34.43, for Cindy Blood to provide 1:1 student services for all extracurricular activities for the 2025-2026 school year.

6. **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.

7. **Substitute Lunch Aide - Magen Constantinescu**

**BE IT RESOLVED** that the Mendham Township Board of Education approves Magen Constantinescu as a Substitute Lunch/Recess Aide at an hourly rate of \$15.00, effective October 29, 2025, for the 2025-2026 school year.

## **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 5752 Marital Status and Pregnancy (M)
- P 5770 Student Right of Privacy
- P 5820 Student Government
- P 5830 Student Fundraising
- P 5850 Social Events and Class Trips
- R 5850 Social Events and Class Trips
- P 5880 Public Performances by Students
- P 6141 Tax Revenues
- P 6150 Tuition Income
- P 6160 Grants from Private Sources
- R 6160 Grants from Private Sources
- P 6162 Cooperate Sponsorships
- P 6163 Advertising on School Property
- P 6164 Advertising on School Buses
- P 6210 Fiscal Planning
- R 6210 Fiscal Planning
- P 6220 Budget Preparation (M)
- R 6220 Budget Preparation

### **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 5440 Honoring Student Achievement
- P 5460 Commencement Activities
- P 5500 Expectations for Student Conduct (M)
- R 5500 Expectations for Student Conduct
- R 5511 Dress Code
- P 5519 Dating Violence at School (M)
- R 5519 Dating Violence at School (M)
- P 5520 Disorder and Demonstration
- R 5533 Student Smoking
- P 5550 Disaffected Students (M)
- R 5550 Disaffected Students (M)
- P 5560 Disruptive Students (M)
- R 5560 Disruptive Students (M)

- P 5570 Sportsmanship
- P 5700 Student Rights
- P 5701 Academic Integrity
- P 5710 Student Grievance
- P 5721 Independent Publications
- R 5721 Distribution of Independent Publications
- R 5750 Equal Educational Opportunity Complaint Procedure (M)

**Mrs. Orban Brown moved to approve the Committee Report and the Consent Items for October 28, 2025; Approval of all Monthly Meeting minutes, Curriculum & Instruction items 1-4, Operations & Finance items 1-8, Personnel & Human Resources items 1-7, Policy and Planning items 1-2, 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, and Mrs. Mody; yes, – motions carry.**

## **XI. ACTION ITEMS**

### **Operations and Finance**

1. **2025-2026 M-1/Annual Maintenance Budget Worksheet** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Annual Maintenance Budget Amount Worksheet (Form M-1) per N.J.A.C 6A:26A for the 2025-2026 school year and submits that the district’s required maintenance activities are reasonable to keep the school facilities open and safe for use or in its original condition and that it maintains the validity of warranties.
  
2. **2025-2026 Comprehensive Maintenance Plan** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the attached Comprehensive Maintenance Plan for the 2025-2026 school year and submits that the district’s required maintenance activities are reasonable to keep the school facilities open and safe for use or in its original condition and that it maintains the validity of warranties.
  
3. **Health and Safety School Building Checklist - MTES** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the New Jersey Department of Education Annual Health and Safety Evaluation of School Buildings Checklist for the Mendham Township Elementary School for the 2025-2026 school year.
  
4. **Health and Safety School Building Checklist - MTMS** *(Attachment)*  
**BE IT RESOLVED** that the Mendham Township Board of Education approves the New Jersey Department of Education Annual Health and Safety Evaluation of School Buildings Checklist for the Mendham Township Middle School for the 2025-2026 school year.

5. **ATX Learning, LLC Contract 2025-2026** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education and ATX Learning, LLC, entered into an agreement whereby ATX Learning, LLC, is to provide related services staffing at the request of the district for a period ending June 30, 2026.

6. **Birch Agency Contract 2025-2026** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education and Birch Agency entered into an agreement whereby Birch Agency is to provide related services staffing at the request of the district for a period ending June 30, 2026.

7. **Delta-T, LLC Contract 2025-2026** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education and Delta-T, LLC, entered into an agreement whereby ATX Learning, LLC, is to provide related services staffing at the request of the district for a period ending June 30, 2026.

**Personnel and Human Resources**

1. **New Hire - Josue Terrazas Quintana, Transportation Driver** (*Attachment*)

**BE IT RESOLVED** that the Mendham Township Board of Education approves the appointment of Josue Terrazas Quintana as a full-time Transportation Driver, pending completion of paperwork, at an hourly rate of \$33.07 effective October 29, 2025, for the 2025-2026 school year.

**Dr. Mandel moved to approve the Action Items for October 28, 2025; Operations and Finance items 1-7, and Personnel and Human Resources item 1, seconded by Mrs. Orban Brown, and the motion was CARRIED in a roll call vote: Mrs. Orban Brown; yes, Mrs. Crossan; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Dr. Mandel; yes, and Mrs. Mody, yes – motions carry.**

**XII. Discussion**

NJSBA Convention - Individuals who attended: Mr. Dumovic, Mrs. Orban Brown, Mrs. Carrino-Tamasi, Dr. Constantino, Mrs. Mosner, and Dr. Koroski.

Mr. Dumovic - provided a couple of takeaways from NJSBA's Workshop that really fit with our district's goals and direction:

GOAL - Development of a Special Education Strategic Plan

"Analyzing Disability Placement: A School Board's Role" (Two professionals from NJDOE's Office of Special Education—Eileen Osieja and Alexandra Pensiero)

Learned how the state Educational Environment Dashboard helps school districts and school boards analyze Least Restrictive Environment data to support the inclusion of students with disabilities. The tool can assist in decision-making on funding, resources, and professional development.

GOAL - Instructional Excellence in ELA, Math, STEM, and Arts

“STEAM Tank Challenge: Middle School Division” (Team presentations)

Gives students the opportunity to work together to develop and present solutions to real-world problems. This culminating event showcases their creativity, critical thinking, problem-solving, and collaborative skills.

Mrs. Orban Brown - provided some encouraging words to the rest of the Board of Education to attend a day or two next year. It is a wise investment of time and worthwhile to get a nugget or two from an informative seminar.

Mrs. Carrino-Tamasi - I attended several AI sessions and found that our district does this well. One session was around legal issues/implications. It was very informative and showed you how to stay ahead of problems. Another session discussed the pitfalls of sensitive data in AI spaces that could be used against you.

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

**XIV. Adjournment**

Moved by Mrs. Orban Brown, seconded by Dr. Mandel, to adjourn the Regular Session Meeting of October 28, 2025. The meeting was adjourned at 8:06 p.m.

Respectfully submitted,



Donna Mosner  
School Business Administrator/Board Secretary