

**MENDHAM BOROUGH
SCHOOL DISTRICT
REORGANIZATION
BUSINESS MEETING**

January 2, 2019

AGENDA ITEMS

FOR

APPROVAL

Administrators

Dr. Mitzi N. Morillo, Superintendent

Mr. James Rollo, Business Administrator

MENDHAM BOROUGH SCHOOL DISTRICT

MENDHAM BOROUGH BOARD OF EDUCATION REORGANIZATION BUSINESS MEETING AGENDA

DATE: January 2, 2019

***** 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
January 2, 2019**

**REORGANIZATION BUSINESS MEETING 6:15 PM
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. Curriculum**
- 8. Other Business**

MENDHAM BOROUGH BOARD OF EDUCATION
Mendham, New Jersey

AGENDA
REORGANIZATION/BUSINESS MEETING
January 2, 2019
6:15P.M.

1. **CALL TO ORDER BY THE BOARD SECRETARY** **TIME:**
2. **OPEN PUBLIC MEETING ACT STATEMENT**

The time, date, location and agenda of this meeting were posted to the Daily Record December 18, 2018, the Observer Tribune on December 20, 2018, and reported to The Clerk of The Borough Of Mendham, Hilltop School, and Mountain View School on December 11, 2018.

The Board of Education maintains policy to address public concerns. Copies of Policy No. 1312 “Public Complaints and Grievances,” 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. **OATH**

Oath duly sworn by newly elected, re-elected, and appointed members:

Mr Sean Havey, Mrs. Susan Beth Cocuzza, Miss Anne Marie Hornyak, Ms. Catalina Wiatroski and Mrs. Carla McEnroe

4. **ELECTION RESULTS** - Confirmation by the Board Secretary

Member Name	Ballots	Percentage
Mr. Sean Havey - Three year term	1,314	32.75%
Mrs. Susan Beth Cocuzza - Three year term	1,347	33.57%
Miss Anne Marie Hornyak - Three year term	1,328	33.10%
Write-In (others combined)	23	0.57%
Total	4,012	
Ms. Catalina Wiatroski - Unexpired Two year term	1,349	99.56%
Write-In (others combined)	6	0.44%
Total	1,355	

ROLL CALL

___ Mrs. Beth Cocuzza ___ Mr. James Gillespie ___ Mr. Sean Havey

___ Miss AnneMarie Hornyak

___ Mr. John Jennings

___ Mrs. Carla McEnroe

___ Mrs. Raechelle Raimondo

___ Mr. John E. Vitale

___ Ms. Catalina Wiatroski

Administrative Staff:

Superintendent of Schools

___ Dr. Mitzi N. Morillo

Board of Education Secretary/Business Administrator

___ Mr. James Rollo

___ Public

5. FLAG SALUTE

CONSENT RESOLUTIONS

(All matters hereunder in are considered to be routine in nature and will be enacted by one motion in each area of business. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Secretary's Office).

6. ORGANIZATION MEETING

The president shall be elected by a public roll call vote of a majority of Board members in attendance. In the event of lack of a majority, those two nominees receiving the greatest number of votes will become the candidates for a second vote. In the event a tie prevents selecting only two nominees, those nominees involved in the tie shall also become candidates for the second vote. Third and successive votes will be cast in the same manner as the second, if necessary, until one candidate receives the necessary majority. In the event no majority is reached, after thirty days of the beginning of the election, the County Superintendent of Schools shall appoint a president.

The Vice President shall be elected by the same procedure as the President. All votes shall be recorded by the Secretary.

7. ELECTION OF PRESIDENT

7.1 Motion for nominations for the office of President:

Nominations

Moved

Seconded

Moved

Seconded

Moved

Seconded

7.2 Motion to close nominations:

Motion

Seconded

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

7.3 Motion to accept the nominations:

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

7.4 Resolved, That in accordance with N.J.S.A. 18A:15-1 and Policy 0152 the Mendham Borough Board of Education, in the County of Morris, New Jersey, elects _____ as President of the Board of Education, effective immediately until the next organization meeting as prescribed by law.

The newly elected President now presides over the meeting.

8. ELECTION OF VICE PRESIDENT

8.1 Motion for nominations for the office of Vice President:

Nominations

Moved

Seconded

Moved

Seconded

Moved

Seconded

8.2 Motion to close nominations:

Motion

Seconded

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

8.3 Motion to accept the nominations:

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

_____ elected as Vice President.

9. ETHICS TRAINING/STRATEGIC PLAN 2019-2024/CSA EVALUATION TOOL TRAINING

10. ORGANIZATION BUSINESS

10.1 That the regular meetings of the Board of Education of the Borough of Mendham to discuss and/or act upon public business will be held at 6:15 PM, prevailing time, immediately adjourn into executive session then reconvene into regular session between 7:15 and 7:30, at the Hilltop School:

Tuesday	January 29, 2019
Tuesday	February 26, 2019
Tuesday	March 19, 2019
Tuesday	April 23, 2019
Monday	May 6, 2019
Tuesday	May 28, 2019
Tuesday	June 4, 2019 (Board Retreat)
Tuesday	June 18, 2019
July 2019	No Meeting Scheduled
Tuesday	August 20, 2019
Wednesday	August 21, 2019 (Facilities Walk-Through)
Tuesday	September 24, 2019
Tuesday	October 15, 2019 (Third Tuesday)
Tuesday	November 19, 2019 (Third Tuesday)
Tuesday	December 17, 2019 (Third Tuesday)

Motion

Seconded

Roll Call

10.2 That _____ be appointed as delegate and _____ be appointed as alternate delegate to the Morris County School Boards Association.

Motion Seconded Roll Call

10.3 That _____ be appointed as delegate and _____ be appointed as alternate delegate to the New Jersey School Boards Association.

Motion Seconded Roll Call

10.4 That _____ be appointed as district representative/ legislative delegate to the Morris County Educational Services Commission.

Motion Seconded Roll Call

10.5 Policies/By-Laws/Job Descriptions

BE IT RESOLVED, That the Mendham Borough Board of Education adopt all Board of Education Policies, Bylaws, Job Descriptions, Rules and Regulations, Assets, and Contractual Obligations presently in existence, subject to continuous review by the Board, until the next reorganization meeting in January 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.6 Authorize Payment of Bills between Board Meetings

BE IT RESOLVED, That the 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 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.7 Purchasing of Goods and Services

BE IT RESOLVED, That the Board of Education authorize the Business Administrator, as defined in N.J.S.A. 18A:18A-10, to make purchases of goods and 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 until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.8 Appointment of Architect

BE IT RESOLVED, That the firm of Gianforcaro, Architects, Engineers and Planners be appointed as the Architect of record until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.9 Public Agency Compliance Officer

WHEREAS, In accordance with N.J.A.C., the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer, and

WHEREAS, The public agency compliance officer is also responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors; and

WHEREAS, The Board of Education has determined that the Board Secretary can effectively and appropriately perform the duties of the public agency compliance officer;

RESOLVED, That the Mendham Borough Board of Education, in the County of Morris, New Jersey hereby designates the Board Secretary as the Public Agency Compliance Officer in accordance with the provisions of N.J.A.C. 17:27-3.2 until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.10 Acting Board Secretary for Emergency Basis

BE IT RESOLVED, That the Mendham Borough Board of Education appoints the Assistant to the Business Administrator be appointed Acting Board Secretary for the periods when the Board Secretary is absent until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.11 Fees for Copies of Public Documents

BE IT RESOLVED, 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 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.12 Line Item Transfers

BE IT RESOLVED, That as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent or designee be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified duly recorded in the minutes of the next regular meeting until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.13 Appointment of Auditor

BE IT RESOLVED, That the firm of Nisivoccia & Company be appointed as auditors for the Board of Education until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.14 Appointment of Insurance Broker

BE IT RESOLVED, That the Morville Agency be appointed as Insurance Broker of Record for the Mendham Borough Board of Education until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.15 Appointment of Health Insurance Broker

BE IT RESOLVED, That the Fairview Insurance Agency & Associates Inc. be appointed as a Health Insurance Broker of Record for the Mendham Borough Board of Education until the next reorganization meeting in April 2019.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.16 Roberts Rules of Order

BE IT RESOLVED, That the Mendham Borough Board of Education adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary to act as the parliamentarian until the next reorganization meeting in January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.17 Resolutions and Motions Previously Approved

BE IT RESOLVED, That the Mendham Borough Board of Education reaffirms all past resolutions and motions previously approved by the Board of Education for the remainder of the 2018-2019 school year and until the next reorganization meeting in January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.18 Organization Chart

BE IT RESOLVED, That the Mendham Borough Board of Education reapproves the Mendham Borough School District Organization Chart until the next reorganization meeting in January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.19 District Investment Officer

BE IT RESOLVED, That the Mendham Borough Board of Education authorizes the Business Administrator/Board Secretary to be the district investment officer and to invest board funds at the most advantageous rate in compliance with all state laws and regulations until the next reorganization meeting in January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.20 Official Newspaper

BE IT RESOLVED, That the Mendham Borough Board of Education approves the Morris County Daily Record, the Observer Tribune and The Star Ledger as the designated newspapers for the Board of Education for legal notices and advertising from this date until the next reorganization meeting in January 2020. Legal notices to be posted in the Observer Tribune first, and using the Daily Record or the Star Ledger as alternates.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.21 Appointments

BE IT RESOLVED, That the Mendham Borough Board of Education approves the following appointments until the next reorganization meeting in January 2020, no additional stipends or salary:

Environmental Protection/Right to Know/ PEOSHA/AHERA/Indoor Air Quality/Asbestos Management Officers	Operations and Maintenance Supervisor
Integrated Pest Management Coordinator	Operations and Maintenance Supervisor and Principals
Public Agency Compliance Officer/ Record Custodian	School Business Administrator
Affirmative Action Officers	School Business Administrator - Business Office

	Mountain View Principal - Mendham Borough Schools
Custodian of Records (OPRA)	School Business Administrator - Business items Superintendent - Personnel items
Custodian of Student Records	School Principals
504 Coordinators	Director of Special Services and School Principals
Chairperson for State and Federal Mandated Programs	Superintendent
Blood Borne Pathogens – Contact Person	School Nurses
Every Student Succeeds Act Coordinator	School Business Administrator Director of Curriculum and Instruction
District Anti-Bullying Coordinator	Hilltop Principal
School Anti-Bullying Specialist	Social Worker - Hilltop School School Counselor - Mountain View School
DCP&P Liaison	Director of Special Services
Attendance Officers	School Principals
Homelessness Education Liaison	Social Worker

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.22 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 banks as depositories for investment purposes until the next reorganization meeting in January 2020:

Lakeland Bank

Peapack-Gladstone

Visions Federal Credit Union

Provident Bank

That the Lakeland Bank be designated as the depository for the following accounts until the next reorganization meeting in January 2020:

Capital Reserve

Flex Spending

Operating

Payroll

Payroll Agency

Student Activity Fees

Petty Cash

Unemployment

That the Peapack-Gladstone Bank of Mendham, New Jersey, be designated as the depository for the following accounts until the next reorganization meeting in January 2019:

Mountain View School 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

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.23 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.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.24 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 2018-2019 in the amount of \$875.00 to be used for general office expense and other items requiring payment in advance 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

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.25 Authorized Bank Signatures

BE IT RESOLVED, That the Mendham Borough Board of Education approves the authorization and approval of the following signatures for the named accounts from this date until the January 2019 Reorganization Meeting:

<u>Account</u>	<u>Required Signatories</u>
Capital Reserve	(2) President, Board Secretary, Vice President or Superintendent
Operating	(2) President, Board Secretary, Vice President or Superintendent
Payroll	(1) President or Board Secretary
Payroll Agency	(1) President or Board Secretary
Petty Cash	(2) President, Board Secretary, Vice President or Superintendent
Unemployment	(2) President, Board Secretary, Vice President or Superintendent
Student Activity Fee	(1) President, Board Secretary, or Superintendent
Flexible Spending	(2) President, Vice President, Superintendent, or Aflac authorized signer
Maintenance Reserve	(1) Board Secretary
Capital Projects	(1) Board Secretary
Mountain View School General Account	(2) Secretary to Principal, Principal, or Board Secretary
Cafeteria Account	(2) President, Board Secretary, Vice President or Superintendent
Hilltop School General Account	(2) Secretary to Principal, Principal, or Board Secretary

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.26 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.

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 2018-2019 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.27 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 2019.

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 2018-2019 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

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.28 State Contract Purchasing

BE IT RESOLVED, That the Mendham Borough Board of Education approves the following until the next reorganization meeting in January 2020:

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 desire to authorize its purchasing agent for the 2014-2015 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

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.29 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 2018-2019 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 2018-2019 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

10.30 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 \$156.00 for the 2018-2019 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 2018-2019 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

10.31 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 \$160.00 for the 2018-2019 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 2018-2019 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.32 Designation of Companies to Provide Voluntary Insurance

BE IT RESOLVED, That the Mendham Borough Board of Education approve the following companies to provide voluntary insurance plans to the employees of the Mendham Borough Board of Education until the next reorganization meeting in January 2020: Prudential and AFLAC.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.33 Designation of Tax Sheltered Annuity Companies

BE IT RESOLVED, That the Mendham Borough Board approve the following tax sheltered annuity companies to provide service to the employees of the Mendham Borough Board of Education until the next reorganization meeting in January 2020 as per N.J.S.A. 18A:66-127 and Policy 6520:

- Tax Deferred Services, Inc.
- Lincoln Investment
- Lincoln National
- Metropolitan Life
- USAA Life Insurance Company
- VALIC (Variable Life Insurance Company)
- AXA/Equitable

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

10.34 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 January 2020. 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

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.35 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 2018-2019 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 January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.36 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 January 2020.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

10.37 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 2018-2019 school year which have been in effect during the 2018-2019 school year, subject to revision, adoption and continuous review by the Board.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
- AYES -									
- NOES -									
ABSTAIN									

11. REGULAR BUSINESS MEETING

12. CORRESPONDENCE

13. FINANCIAL BUSINESS

Facilities

13.1 Motion to approve the following facilities/equipment applications pending custodial coverage:

Out of District Facilities Use

<u>Location</u>	<u>Group</u>	<u>Purpose</u>	<u>Income/Cost Estimate</u>
<u>Mountain View Gym</u>	<u>HSA</u>	<u>Open gym for Mountain View kids</u>	<u>\$0</u>

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

14. PERSONNEL

14.1 Motion to accept the resignation of Miss Carleigh Twillman, Floating Substitute Teacher at Hilltop School, effective on or before January 21, 2018, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

14.2 Motion to approve Mr. James Rollo as the School Safety Specialist for the district for the 2018-2019 school year, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
– AYES –									
– NOES –									
ABSTAIN									

14.3 Motion to approve Mr. James Behre as the Alternate School Safety Specialist for the district for the 2018-2019 school year, upon the recommendation of the Superintendent.

ROLL CALL VOTE

	B.C.	J.G.	S.H.	A.H.	J.J.	C.M.	R.R.	J.V.	C.W.
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- AYES -									
- NOES -									
ABSTAIN									

15. OTHER BUSINESS

16. RECOGNIZE PUBLIC - FOR AGENDA ITEMS ONLY

While the Board respects the public’s interest in voicing its questions, concerns or criticisms it may have regarding the conduct of the Board and/or its members, the Board wants to remind you that this privilege is not absolute, and statements that are disruptive, threatening, abusive, obscene, profane, irrelevant, overly lengthy or that interfere with the orderly process of the meeting will not be permitted. We remind everyone that there is no privilege or qualified privilege with regard to any statements that you make before the Board of Education. Accordingly, your comments may result in action by a third party.

17. EXECUTIVE SESSION

TIME:

- Scheduled (If Needed)
- Unscheduled

17.1 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, January 2, 2018 for the purpose of discussing:

- Personnel
- Negotiations
- Legal

It is expected that the discussion undertaken in closed session will be made public at the time official action is taken.

18. ADMINISTRATIVE STAFF REPORTS

19. ADJOURNMENT

TIME:

Motion to adjourn the meeting.

CARRIED: