

**MINE HILL TOWNSHIP BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
May 9, 2016**

**1. Call to Order**

**2. Statement of Compliance**

In compliance with the Open Public meetings Act, Public Law 1975, Chapter 231, adequate notice of the date, time and location for this meeting has been properly advertised in the Daily Record on January 17, 2016 and copies of the agenda have been posted on the district web site and locations designated by the Board, and emailed to the Clerk of the Township of Mine Hill.

**3. Flag Salute**

**4. Roll Call**

Katie Bartnick	6:45 p.m. - Yes	Jill Del Rio	Yes
Karen Bruseo	Yes	Debbie Giordano	Yes
Peter Bruseo	6:45 p.m. - Yes	Bridget Mauro	Yes

**5. Executive Session**

On the motion of Bridget Mauro seconded by Debbie Giordano at 6:33 p.m., the Board approves the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) **pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege**
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss;*

AND BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

***Note: This closed session will include items in categories 7 . It may be adjourned while business is conducted in public then reconvened after public business has been completed.***

**6. Return to Regular Session**

On the motion of Bridget Mauro seconded by Jill Del Rio at 7:04 p.m. the Board returns to the regular session meeting.

<b>Roll Call Vote</b>	<b>Katie Bartnick</b>	<b>Karen Bruseo</b>	<b>Peter Bruseo</b>	<b>Jill Del Rio</b>	<b>Debbie Giordano</b>	<b>Bridget Mauro</b>
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**7. Approval of Minutes**

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **April 25, 2016**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **April 25, 2016**.

Motion of: Bridget Mauro Seconded by: Katie Bartnick

<b>Roll Call Vote</b>	<b>Katie Bartnick</b>	<b>Karen Bruseo</b>	<b>Peter Bruseo</b>	<b>Jill Del Rio</b>	<b>Debbie Giordano</b>	<b>Bridget Mauro</b>
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**8. Correspondence**

**9. Superintendent’s Report**

- LATI classroom training
- Elementary and Art positions
- Feasibility Study
- Pre-K and Kindergarten Orientation on May 18
- 6<sup>th</sup> grade car wash May 14
- Green team water bottles

**10. Presentation / Reports**

**11. Business Administrator’s Report**

- Bond Ordinance discussed

**12. Public Discussion**

- Nancy Gulley - Dover Middle School student performance
- Dave Bloom – Inquired about the feasibility study and when it will be complete

**13. FINANCE**     *Karen Bruseo, Bridget Mauro*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Shared Services Agreement** between the Morris Hills Regional District and Mine Hill Township Board of Education for **Technical Support Services** in the amount of \$575.00 per week for one technician two days per week for 7.25 hours per day for the **2016-2017 school year**, in accordance with the contract which shall remain on file in the Business Office.
  
- b. Resolution Determining the Form and Other Details of Not to Exceed \$1,150,000 Principal Amount of Refunding School Bonds of the Board of Education of the Township of Mine Hill in the County of Morris, New Jersey and to Provide for Such Refunding.

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED MARCH 1, 2001, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$2,633,000, APPROPRIATING NOT TO EXCEED \$1,150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,150,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

- Section 1.     The Board of Education of the Township of Mine Hill in the County of Morris, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable school bonds of the School District issued in the original principal amount of \$2,633,000 and dated March 1, 2001 (the "2001 Bonds"). While the first call date for the 2001 Bonds was March 1, 2010, the 2001 Bonds maturing on or after March 1, 2011 (the "Refunded Bonds") now may be redeemed at the option of the Board of Education in whole or in part on any date (the "Redemption Date") at a redemption price equal to 100% of such Refunded Bonds.
  
- Section 2.     In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$1,150,000 pursuant to N.J.S.A. 18A:24-61 et seq.
  
- Section 3.     An aggregate amount not exceeding \$45,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.
  
- Section 4.     The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2001 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

- c. RESOLVED, that the Mine Hill Township Board of Education accepts the recommendation of the Business Administrator and approves **Phoenix Advisors, LLC to serve as Financial Advisor** the Mine Hill Township School District in connection with the issuance of the proposed refunding of the bond.
- d. WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of The Board of Education of the Township of Mine Hill in the County of Morris, (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized **Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, LLC**, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

BE IT FURTHER RESOLVED BY THE BOARD OF EDUDATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, AS FOLLOWS:

- 1. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of May 9, 2016 and submitted to the Board (the "Contract").

2. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
  3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
  4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Daily Record Newspaper.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the Business Administrator to solicit Requests for Proposals for **legal services** on behalf of the Mine Hill Township Board of Education
- f. WHEREAS, **Wires Electrical has submitted a change order No. 3 for trenching, conduit, and panel install** for site light pole being disconnected by JCP&L in the amount of \$7,995.00 using part of \$50,000.00 allowance which the district has utilized \$26,105.56 for JCP&L with a balance of \$23,894.454 that we could use for this project;

WHEREAS, Harbor Consultants has reviewed the change order and recommends approval;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Township Board of Education approves change order No. 3.

Motion of: Bridget Mauro Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

#### 14. INSTRUCTION/CURRICULUM

*Katie Bartnick, Jill Del Rio, Bridget Mauro*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the placement of **Elyse Podgurski, to conduct classroom observation** from September 2016 through June 2017, with Susan Day, Kindergarten teacher, as part of her Child Development Course at Randolph High School.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Out-of-District placement** for:

Student SID	School	School Year Tuition	Dates	Aides or Services
5010210394	Sage Day School	\$11,411.40	4/25/16 - 6/17/16	N/A

Motion of: Bridget Mauro Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**15. OPERATIONS**

*Debbie Giordano, Bridget Mauro*

- a. WHEREAS, the Superintendent recommends the approval of **summer hours** for twelve month administrative and secretarial staff beginning June 20 and ending August 26, 2016.

RESOLVED, that the summer hours will be Monday through Thursday, 8:00 a.m. to 4:00 p.m. including a working lunch and elimination of the 15 minute a.m. and p.m. break for the secretaries, the building will be closed on Fridays.

Motion of: Bridget Mauro    Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**16. PERSONNEL**

*Jill Del-Rio, Debbie Giordano, Bridget Mauro*

New personnel employment appointments are contingent upon the required state and federal criminal history background checks in accordance with N.J.S.A. 116, P.L. 1986, and

BE IT FURTHER RESOLVED, that the Board submit to the County Superintendent, as required, applications for emergency hiring and the applicant’s attestations that they have not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A.18A:6-7.1 et.seq. N.J.S.A. 18A:39-17 et. Seq. or N.J.S.A. 18A:6-4.13 et.seq. on the recommendation of the Superintendent.

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Zorina Munson to work up to 100 hours, as needed for IEP meetings and CST office administration** from July 1, 2016 through August 31, 2016.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Rob Geary as Technical Assistant**, as a rate of \$32.00 per hour not to exceed \$2,500.00, July 1, 2016 through August 30, 2016.
- c. that the Board of Education accepts the recommendation of the Superintendent and approves the **renewal of the tenured and non-tenured certificated staff for the 2016-2017 school year** as follows:

Tenured Staff Member	Certification
Janice Bochicchio	Elementary School Teacher
Susan Day	Elementary School Teacher
Michelle Eastman	Elementary School Teacher in Grades K-6, Teacher of the Handicapped
Marisa Graney	Elementary School Teacher, Teacher of Students with Disabilities
Tabitha Hertz	Elementary School Teacher, Teacher of the Handicapped
Lansing Holman	Teacher of the Handicapped
Melissa Kenny	Elementary School Teacher
Kay Kim	Elementary School Teacher
Jennifer Ludwig	Elementary School Teacher
Karyl Meehan	Elementary School Teacher
Betty Lou Minno	Elementary School Teacher

Margaret Nunnermacker	Elementary School Teacher
Lucrezia Olivo	Elementary School Teacher, Teacher of the Handicapped
Lyndsee Olivo	Elementary School Teacher
Cindy Pyrzynski	Teacher of Physical Education
Dorothy Quinn	Elementary School Teacher
Jill Ramacciotti	Elementary School with Subject Matter Preparation: Language
Mark Richardson	Teacher of Music
Amanda Riley	Elementary School Teacher in Grades K-6
Lauren Snarski	School Counselor
Theresa Steele	Elementary School with Subject Matter Preparation: Mathematics
Robby Suarez	Elementary School Teacher in Grades K-6
Noreen Vetter	School Nurse
Danielle Wilson	Elementary School with Subject Matter Preparation: Mathematics , Teacher of Social Studies
<b>Non-Tenured Staff Member</b>	<b>Certification</b>
Diana Carroll	Teacher of Preschool Through Grade 3
Ruthann Champagne	Elementary School Teacher in Grades K-6, Teacher of Students with Disabilities
Susan Charlton	School Librarian, Educational Media Specialist/Gifted & Talented
Jessica Cicchino	Elementary School Teacher in Grades K-6
Matthew Martyniuk	Elementary School with Subject Matter Preparation: Science I
Ivonne Martinez	Teacher of Spanish, Teacher of English as a Second Language
Beth Ondish	Elementary School Teacher, Teacher of the Handicapped
Jeffry Steidl	Teacher of Health and Physical Education
Melissa Teller	Elementary School Teacher in Grades K-6

Motion of: Bridget Mauro    Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Joseph Heredia	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

## 17. POLICY

*Debbie Giordano, Bridget Mauro*

- a. RESOLVED, that the Board of Education approves the following **Policies** for **Second Reading**:

<b><u>Policy #</u></b>	<b><u>Policy Title</u></b>
P0167	Public Participation in Board Meetings
P0168	Recording Board Meetings
P2422	Health and Physical Education
P2431	Athletic Competition (M)
P5111	Eligibility of Resident/Nonresident Students (M)
P5119	Waiting List For Roxbury High School
P5310	Health Services (M)
P5330.01	Administration of Medical Marijuana (M)
P6620	Petty Cash (M)
P8462	Reporting Potentially Missing or Abused Children (M)
P8550	Outstanding Food Service Charges

Motion of: Bridget Mauro Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**18. BUILDINGS AND GROUNDS**

*Katie Bartnick, Pete Bruseo & Bridget Mauro*

RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator, Finance Committee and Buildings and Grounds Committee to develop a **water sampling plan** for the Canfield Avenue School.

Motion of: Bridget Mauro Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**19. Dover Report**

*Peter Bruseo*

**20. MHEF Report**

*Karen Bruseo, Jill Del Rio*

**21. Old Business**

- Accept resignation of Joseph Heredia, Jr., Board Member.

WHEREAS, **Mr. Joseph Heredia, Jr., has resigned** from his 3-year term board position with 8 months remaining in his term;

WHEREAS, the Board of Education has accepted his resignation;

RESOLVED, that the Board of Education authorizes the Board Secretary to advertise in the official legal paper and on the website that a vacancy in the 3<sup>rd</sup> year of a 3 year term, position exists and the Board is seeking letter(s) of interest from candidates to fill the vacancy and/or nominations from board members. All letters of interest and nominations are due in the board office, to the board secretary by May 20, 2016, 4:00 p.m.

**22. New Business**

RESOLVED, that the Mine Hill Township Board of Education accepts the recommendation of the Superintendent and Business Administrator to obtain proposals for consulting services for a feasibility study, to develop a **phase-in plan to keep seventh and eighth grade** students in district.

Motion of: Bridget Mauro Seconded by: Debbie Giordano

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes



**23. Public Discussion**

**24. Executive Session**

On the motion of Bridget Mauro seconded by Jill Del Rio at 7:25 p.m. the Board approves the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss;

AND BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

*Note: This closed session will include items in categories 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.*

**25. Return to Public Session**

On the motion of Bridget Mauro seconded by Jill Del Rio at 8:25 p.m. the Board returns to the regular session meeting.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

**26. Adjournment**

On the motion of Bridget Mauro seconded by Katie Bartnick, the Board adjourns the meeting at 8:25 p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro
6-0	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,

*C Rodriguez*  
**Carolina Rodriguez**  
**Board Secretary**