

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
August 22, 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.	Debbie Giordano	Yes
Karen Bruseo	Yes	Bridget Mauro	7:25 p.m.
Peter Bruseo	6:40 p.m.	Dina Mikulka	Yes
Jill Del Rio	Yes		

5. Executive Session

On the motion of Jill Del Rio seconded by Karen Bruseo at 6:31p.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 & 8. 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 Jill Del Rio seconded by Debbie Giordano at 7:00 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	Dina Mikulka
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 **July 25, 2016**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **July 25, 2016**.

Motion of: Jill Del Rio Seconded by: Dina Mikulka

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
5-1	Yes	Yes	Yes	Yes	Abstained	---	Yes

8. Correspondence

9. Superintendent's Report

- Met with JCP&L with regard to power outages
- Summer cleaning
- Discussed LATIC program and summer training
- 3D printers have arrived
- Discussed staff and student start date

10. Presentation / Reports

11. Business Administrator's Report

- EDF fellow program is complete, waiting for final report
- A request for proposal for the educational consultant has been advertised and due August 31, 2016
- JCP&L project-transformer is installed and will be wrapping up the project before school starts
- Janitor closet renovation-proposals were received and reviewed, vendor is on the agenda for tonight. Once approved, Administration will coordinate start date
- Water testing-results have been received, out of the 44 samples collected only one location came back with a sample that does not meet NJDEP standards for drinking water. RADATA has been contacted in regards to scheduling a second test, results will be posted on the website.

- Green hallway plumbing-water pipe in the green hallway is leaking, called the company to schedule a date for the project.
- Auditor’s scheduled to come in on November 21, 2016

12. Public Discussion

- Jill Ramacciotti– asked about the second water test along with the location.

13. FINANCE

Karen Bruseo, Dina Mikulka, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **payment of bills** (including state health and dental benefits) from the General Operating Account, in the amount of \$215,257.73, plus \$58,161.51 for the **July payrolls** (including gross payroll amounts, district share of DCRP pension benefits, the state and district’s share of FICA); and

BE IT FURTHER RESOLVED, that the Board of Education approves the payment of bills from other funds as delineated below:

Unemployment Trust Fund (SUI Account)	\$0.00
Food Service Fund	\$0.00
Student Activity Fund (Canfield School Account)	\$0.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approve Drill Construction’s proposal in the amount of \$9,375.00, for the **renovation of the Janitor’s closet**.
- c. WHEREAS, the Board of Education accepts the recommendation of the Business Administrator to support the districts green team to apply for grants under the **New Jersey Education Association** for a \$10,000 project grant and a \$2,000 capacity building grant, for various projects designated by the green team.
- d. WHEREAS, the Board of Education accepts the recommendation of the Business Administrator to support the districts green team to apply for a \$10,000 grant under the **Gardinier Environment Fund**, for energy projects focused on conservation, efficiency, and renewable energy.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2016-2017 school year contract with the Morris County Vocational School District** for educational services available at:

Denville Campus (Academies Full-time and Share-time)
 Law & Public Safety Academy; Butler or Denville (FT)
 Math, Science and Engineering Academy; Morris Hills (FT)
 Environmental Science; Jefferson (FT)
 EDAM; CCM (PT)

Based on a per pupil **tuition charge** as listed below:

	<u>Regular Ed.</u>	<u>Special Ed.</u>
Full-time Students	\$9,100.00	\$14,000.00
Part-time Students	\$4,550.00	\$ 7,000.00

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of July**, which is attached and made part of this resolution by reference.
- g. WHEREAS, in compliance with N.J.A.C. 6A:23-2.11(c)3, the secretary has certified that, as of the date of the report, no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a), and that the financial reports for the **month of July** are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Board Secretary and Treasurer Reports** above referenced reports and certifications subject to reconciliation of the secretary’s report with the statements of cash position and reconciliation report when received, and orders that it be attached to and made part of the record of this meeting; and be it

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6A:23-2.11(c)4, the board of Education certifies that, after review of the board secretary’s and statements of cash position and reconciliation monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

Motion of: Bridget Mauro Seconded by: Debbie Giordano

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	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 to revise resolution number 16a approved on June 20, 2016, approving the below **Out-of-District revised tuition** for the 2016-2017 school year, as follows:

Student ID	School	Tuition	Dates	Aides or Services
8246260977	The Horizon School	\$76,673.10	9/6/2016 – 6/22/2017	Aide \$28,256.40
5289292688	The Children’s Institute	\$60,031.32	9/8/2016 – 6/23/2017	Aide \$22,875.00
6619824750	New Beginnings	\$57,870.50	9/8/206 – 6/26/2017	Aide \$30,940.00
3989061381	Shepard School	\$50,691.00	9/6/2016 – 6/20/2017	N/A

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve **additional related services** for special education students as follows:

Student ID	School	Tuition	Aides or Services
2874589379	Canfield Avenue School	N/A	Commission for the Blind - \$1,900
3206091314	Developmental Learning Center	N/A	ESY - \$1,564.50 - SY - \$15,645.00 Behaviorist SY - \$16,200.00

- c. WHEREAS, five Mine Hill students were accepted at **Roxbury High School** and a student was accepted at the May 23, 2016 meeting for an available seat;

WHEREAS, the student no longer qualifies for the placement for the 2016-17 school year;

BE IT RESOLVED, that student J.K, who is on the waitlist will accept the available seat.

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	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

15. 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 payment to Melissa Simmons, for completing her **merit goal** as per her 2015-2016 employment contract in the amount of \$1,759.43 (67% of the qualitative amount of \$2,626.00) for **successful implementing programs and activities related to the “Sustainable NJ” program.**
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Tabitha Hertz** to participate in the **Learner Active Technology Infused Classroom (LATIC) training** replacing Danielle Wilson.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2016-2017 Merit Goals for Adam Zygmunt.** (Available for review in the business office)
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2016-2017 Merit Goals for Carolina Rodriguez.** (Available for review in the business office)
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2016-2017 Merit Goals for Lee Nittel.** (Available for review in the business office)
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to revise resolution number 15e approved on June 6, 2016, approving

Noreen Vetter to work up to 20 hours, for office administration from **July 1, 2016 through August 31, 2016** at a rate of \$40.84 per hour.

- g.** RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to revise resolution number 15c approved on June 20, 2016, approving **Victoria Mrasz** to work up to 30 hours per week for office/clerical work from **July 1, 2016 through August 31, 2016** at a rate of \$12.24 per hour.
- h.** RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to revise resolution number 16a approved on May 9, 2015, approving **Zorina Munson** to work up to up to 100 hours, as needed, for IEP meetings and CST office administration from **July 1, 2016 through August 31, 2016** at a rate of \$21.50 per hour.
- i.** RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and appoints **Adam Zygmunt** as the **Homeless Liaison for the 2016-2017** school year.
- j.** RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **stipend positions for the 2016-2017** school year:

Position	Name	Hours	Compensation
Accelerated Reader 1-3	Margaret Nunnermacker		\$672.65
Accelerated Reader 4-6	Jill Ramacciotti		\$672.65
Afterschool Detention Monitor	Melissa Kenny	As needed	\$24.62/hr
Afterschool Detention Monitor	Lu Olivo	As needed	\$24.62/hr
After School Supervision	Lansing Holman	1.5 hrs/wk	\$24.62/hr
After School Supervision	Cindy Pyrzynski	1.5 hrs/wk	\$24.62/hr
Memorial Day Parade	Mark Richardson	3 hours	\$32.01/hour
Musical Director of the Play	Mark Richardson		\$1,200.00
Assistant Director of the Play	Robby Suarez		\$600.00
Safety Patrol Advisor	Janice Bochicchio	up to 150 hrs	\$24.62/hour not to exceed \$3,693 split between 2 advisors
Safety Patrol Advisor	Melissa Teller	up to 150 hrs	\$24.62/hour not to exceed \$3,693 split between 2 advisors
Service Club Advisor	Ruthie Champagne		\$403.59
Sixth Grade Advisor	Mark Richardson		\$1,043.00
Student Council Advisor	Janice Bochicchio		\$350.00
Student Council Advisor	Ruthie Champagne		\$350.00
Substitute Caller	Angela Sabatino		\$2,500.00
Transportation Coordinator	Angela Sabatino		\$3,800.00
Web Master	Kay Kim		\$807.18
Yearbook Advisor	Tabitha Hertz		\$672.65
Yearbook Advisor	Mark Richardson		\$672.65

- k. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **teacher advisors for before and after school Title Programs for the 2016-2017** school year:

Position	Name	Hours	Compensation	Program
Program Administrator	Adam Zygmunt	2016-17 school year	\$4,154.00	Title I
Program Administrator	Adam Zygmunt	2016-17 school year	\$280.00	Title IIA
Program Administrator	Adam Zygmunt	2016-17 school year	\$33.00	Title III
Reading Teacher	Beth Ondish	2016-17 school year	\$52,650.00 + benefits	Title I
Parent Meeting's	Beth Ondish	fall 1 hr. & spring 1 hr.	\$32.01/hour	Title I
Jump Ahead Coordinator	Cindy Pyrzynski	5.0 hours	\$160.00	Title I
Jump Ahead Substitute	Cindy Pyrzynski	As needed	\$32.01/hour	Title I
Jump Ahead	Janice Bochicchio	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Jessica Cicchino	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Susan Day	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Karyl Meehan	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Lu Olivo	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Theresa Steele	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Robby Suarez	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
Jump Ahead	Melissa Teller	.50 hrs/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Janice Bochicchio	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Ruthie Champagne	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Susan Day	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Lansing Holman	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Melissa Kenny	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Jennifer Ludwig	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Lu Olivo	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Cindy Pyrzynski	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Jill Ramacciotti	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Mark Richardson	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Lauren Snarski	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Theresa Steele	1 hour/week for 30 weeks	\$32.01/hour	Title I
STEP Mentor	Jeff Steidl	1 hour/week for 30 weeks	\$32.01/hour	Title I

- l. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Substitutes** for the **2016-2017 school year** as indicated below at the following rates:

Teacher Certificate: \$85/day; \$95/day after 10th days
 Substitute Credentials: \$80/day; 90/day after 10th days
 Aide: \$70/day
 Nurse: \$150/day
 Clerical/Office: \$12/hour
 Custodian: \$12/hour

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE	CLERICAL/ OFFICE	NURSE	CUSTODIAN
Beatty, Linda			X			
Bowers, Rosemary					X	
Brennan, Deborah	X		X			
Carter, Patricia			X			
Collins, Tim						X
Conciatori, Annette		X				
Cullen, Daniel						X
Cullen, Jodi		X				

Dattolo, Tamara		X	X			
LeDonne, Teresa		X				
DePalma, Sheila		X				
Dyson, Tara		X				
Earley, Douglas					X	
Fremeth, Rachel					X	
Gleichmann, Constance					X	
Gulley, Nancy	X		X			
Hamilton, Kayla		X	X			
Incedon, Dorothy					X	
Isenberg, Dan		X				
Johnston, Michelle	X		X			
Lardieri, Lisa			X			
Leary, Charlene		X				
LeDonne, Teresa		X				
Lomax, Raymond	X					
Mahoney, Brianna			X			
Meyers, Barbara	X					
Miller, Jeremiah						X
Mrasz, Amanda		X	X	X		
Mrasz, Victoria				X		
Munson, Rhett			X	X		
Nebesnak, Eileen			X			
Oster, Kaitlyn	X		X			
Peres, Anna		X				
Platt, Sandra		X				
Pyrzynski, Aaron	X		X	X		
Pyrzynski, Hannah		X	X			
Roselle, Tammy					X	
Scheuerman, Robert		X	X			
Simmons, Nicholas			X	X		
Soares, Victoria		X	X			
Walsh, Barbara	X					

Motion of: Bridget Mauro Seconded by: Debbie Giordano

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16. POLICY / OPERATIONS

Debbie Giordano, Dina Mikulka, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Travel, Conference and Workshops** listed below:

Date	Employee	Location	Registration	Travel	Total Expense
10-17-2016	Cindy Pyrzynski	Lake Conference for P.E. Ocean, NJ	\$50.00	\$12.08	\$62.08

Motion of: Bridget Mauro Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

17. BUILDINGS AND GROUNDS

Katie Bartnick, Pete Bruseo & Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Use of Facilities** as follows:

Organization	Purpose	Room Needed	Dates
PTA	Various Events	EMC, Gym, Field	9/1/16 - 6/30/17
Camp Fire Girls	Various Events	Gym, Room 117	9/13/16 - 6/30/17
Randolph Pain & Wellness Center	Community Wellness Fest	Gym	9/16/16 & 9/17/16
Girl Scouts	Halloween Dance	Gym	10/28/16
Girl Scouts	World Thinking Day	Gym	2/24/17
Girl Scouts	Me & My Guy Dance	Gym	5/19/17

Motion of: Bridget Mauro Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

18. Dover Report *Peter Bruseo*

- Dover meeting discussion, next meeting schedule for September 20th or 27th.

19. MHEF Report *Karen Bruseo, Jill Del Rio*

20. Old Business

21. New Business

- RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and Business Administrator to appoint Dina Mikulka, Katie Bartnick, Karen Bruseo for an Adhoc Feasibility Committee.

Motion of: Bridget Mauro Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

22. Public Discussion

23. Adjournment

On the motion of Bridget Mauro seconded by Debbie Giordano, the Board adjourns the meeting at 7:50p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro	Dina Mikulka
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,

Carolina Rodriguez

Carolina Rodriguez

Board Secretary