

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
February 27, 2017**

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 11, 2017 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	Yes	Debbie Giordano	Yes
Karen Bruseo	Yes	Bridget Mauro	Yes
Peter Bruseo	Yes	Dina Mikulka	Yes
Jill Del Rio	Yes		

5. Executive Session

On the motion of Bridget Mauro seconded by Jill Del Rio at 6:35 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 Katie Bartnick at 7:02 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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

7. Approval of Minutes

- a. RESOLVED, that the Board of Education approves the **executive session minutes** of the meeting held on **January 23, 2017**.

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
6-1	Yes	Yes	Abstained	Yes	Yes	Yes	Yes

- b. RESOLVED, that the Board of Education approves the **regular meeting minutes** of the meeting held on **January 23, 2017**.

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

8. Correspondence

- Feasibility Study for 7th and 8th Grade Implementation Review from Mr. Harris

9. Superintendent's Report

- District's Newsletter

10. Presentation / Reports

- Mr. Nittel presented the 7th and 8th grade survey results
- The Mine Hill Township BOE Feasibility Committee met up with the Dover BOE Feasibility Committee on February 6, 2017 to discuss the shared service amendment of the 7th and 8th grades.

11. Business Administrator's Report

- March 6th the board will be conducting interviews and presentations for the Before and After Care services providers
- March 6th, the board of education will be discussing the preliminary budget for the school year 2017-2018

12. Public Discussion

- Kristine Kanzenbach- questioned the cost of the Dover tuition for our students under the send receive contract.
- Joan Cirella-meeting should be held with students to discuss the 7th and 8th grade project.
- Cindy Pyrzynski- discussed the positive aspects of the Dover Education system.
- Nancy Gulley- discussed the positive aspects of the Dover Education system.

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 \$1,139,364.00 plus \$300,466.17 for the **January** 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	\$24,484.91
Student Activity Fund (Canfield School Account)	\$249.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of January**, which is attached and made part of this resolution by reference.
- c. 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 January** 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.

- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and authorizes a **Joint Transportation Agreement** with Rockaway Township to transport Canfield Avenue School students to field trips from 12/1/2016 through 6/30/2017.
- e. RESOLVED, that pursuant to N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), and based upon the recommendation of the Business Administrator, your Committee of the Whole authorizes purchases with the following vendors who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual US Communities contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the Mine Hill Board of Education and the referenced **US Community Vendors** shall be for the 2016-2017 school year as amended from time to time by the Division of Purchase and Property in the Department of Treasury, Cooperative Purchasing Program.

Vendor	Contract #	Contract
Amazon Business Contract	R-TC_17006	Office and School Supplies
Home Depot Supply Facilities Maintenance	11019	Maintenance & Hardware Supplies

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract with **P.G. Chambers for OT services** for the 2016-2017 school year to provide up to 7 hours per week at a rate of \$86.00 per hour beginning March 1, 2017 through June 30, 2017. Any additional treatment hours or evaluations required by the Child Study Team over the 7 hours will require board approval.

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

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 proposed **Evaluations** listed below:

Student ID	Service	Provider	Cost
5802441844	Psychiatric Evaluation	Dr. Jose Moreno	\$550.00
1569655217	Bilingual Educational and Psychological Evaluation and Social assessment	Hillmar, LLC	\$525.00 each

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

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 **Jessica Gutwein as advisor for the after school science club**, April through June (based on participation), up to 1.5 hours/week at the rate of \$32.01/hour.
- b. 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 10 days
Substitute Credentials: \$80/day; 90/day after 10 days
Substitute Aide: \$70/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	NURSE	AIDE
Hendershot, Emily		X		X
Hoopers, Casey		X		X
Kannaley, Michael	X			X

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

16. POLICY / OPERATIONS / PUBLIC RELATIONS *Debbie Giordano, Dina Mikulka, Bridget Mauro*

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

Policy

P1510

P2415.30

P2418

Policy Title

Americans with Disabilities Act (M)

Title I – Educational Stability for Children in Foster Care (M)

Section 504 of the Rehabilitation Act of 1973 – Students (M)

P5116
P5330.04
P8330

Education of Homeless Children
Administering an Opioid Antidote
Student Records (M)

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

Date(s)	Employee	Conference/Workshop Location	Registration	Travel	Estimate Total Expense
Online	Ivonne Martinez	101 Best Strategies for Teaching World Language	\$139.00	-0-	\$139.00
3-23-17	Cortney Smith	Motivating & Managing Hard to Reach, Uninterested & Disruptive Students, Parsippany, NJ	\$225.00	\$9.98	\$234.98
5-24-17	Ruthie Champagne	Strengthening Special Needs Students Executive Functioning Skills, New Brunswick, NJ	\$245.00	\$20.21	\$265.21

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. BUILDING & GROUNDS

Katie Bartnick, Pete Bruseo, Bridget Mauro

18. Dover Report *Pete Bruseo*

- At the last meeting Dover discussed the possibility of losing Free and Reduced funding due to the possible amendment of the shared services agreement for tuition with the Mine Hill Township Board of Education.
- New home construction to take place in Dover, which will potentially bring in more students to the district.

19. MHEF Report *Jill Del Rio & Debbie Giordano*

20. Old Business

21. New Business

22. Public Discussion

23. Executive Session

On the motion of Bridget Mauro seconded by Jill Del Rio at 9:08 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)

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- 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.

24. Return to Public Session

On the motion of Bridget Mauro seconded by Karen Bruseo at 9:27 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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

25. Adjournment

On the motion of Bridget Mauro seconded by Karen Bruseo, the Board adjourns the meeting at 9:27 p.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,

C. Rodriguez

Carolina Rodriguez
Board Secretary