

**MINE HILL TOWNSHIP BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
August 21, 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	Bridget Mauro	Absent
Karen Bruseo	Yes	Dina Mikulka	Yes
Peter Bruseo	Arrived at 7:23	Brianna O'Brien	Yes
Jill Del Rio	Arrived at 7:36		

**5. Executive Session**

On the motion of Katie Bartnick seconded by Dina Mikulka at 6:38p.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 Dina Mikulka seconded by Katie Bartnick at 7:01p.m. the Board returns to the regular session meeting.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
4-0	Yes	Yes	---	---	Absent	Yes	Yes

## 7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **July 24, 2017**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **July 24, 2017**.

Motion of: Katie Bartnick    Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
4-0	Yes	Yes	---	---	Absent	Yes	Yes

## 8. Correspondence

## 9. Superintendent's Report

- HVAC-Status: installation of the supply and return piping above the corridor complete. Condensers arrived on 8/9/2017 and unit ventilators are scheduled to arrive on 8/24/2017.
- EMC Project: Architect is putting his proposal together. Project specifications will begin being drafted with the assistance of the Board of Education.
- Summer Work Items:
  - i. Hand dryers installed in the blue hallway bathrooms
  - ii. Faculty bathroom in the green hallway has been updated
  - iii. Kitchen has been painted
  - iv. Sections of the Gym floor will get replaced during the month of September
  - v. Furniture has been purchased for rooms #119 and 100
  - vi. 15 teachers participated in summer Latic training
  - vii. Welcomed new staff
  - viii. The realignment of the ELA and Math curriculum is for approval in tonight's agenda
  - ix. Current student population is 365
  - x. August 30<sup>th</sup> the Board President and Administration are scheduled for a hearing in with Dover Board of Education for the amendment of the shared services agreement

## 10. Presentation / Reports

- Mashio's presentation: Ms. Elizabeth Shea and Katie Filosa presented the Board of Education with an overview of the food service program.

## 11. Business Administrator's Report

- Audit Status: Auditors completed the field work and an exit conference will be scheduled with Administration to discuss the findings and recommendations. Once the final report is complete Auditors will present to the Board of Education at a scheduled Board meeting.

## 12. Public Discussion

- Nancy Gulley: Dover High School provided the students with a one week course in the morning to assist students with an insight as to how to write essays for their scholarship applications.
- Brett Coronado: When will the final audit report be available? Final Audit report deadline is in December 2017, however; it will probably be presented sooner.

## 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 \$361,854.74 plus \$53,309.72 for the **July** payrolls (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA).
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2017-2018 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)  
Bio Teach Academy; Mt. Lakes (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	\$9,200.00	\$14,000.00
Part-time Students	\$4,600.00	\$ 7,000.00

- c. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and pursuant to N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), and the Board of Education purchases with the following **Keystone Purchasing Network Vendor** who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual 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 **Keystone Purchasing Network Vendor** shall be for the 2017-2018 school year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury, Cooperative Purchasing Program.

Vendor	KPN #	State Contract
Hertz Furniture	201501-04	Keystone Purchasing Network (KPN)

Motion of: Jill Del Rio

Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
6-0	Yes	Yes	Yes	Yes	Absent	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 realignment of the student learning standards to the **English Language Arts curriculum** for the Mine Hill School District.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the realignment of the student learning standards to the **Math curriculum** for the Mine Hill School District.

Motion of: Jill Del Rio Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
6-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

#### 15. PERSONNEL *Jill Del Rio, Bridget Mauro, Brianna O'Brien*

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 the following **Title Programs for the 2017-2018** school year:

Position	Name	Hours	Compensation	Program
Program Administrator	Adam Zygmunt	2017-18 school year	\$4,612.00	Title I
Program Administrator	Adam Zygmunt	2017-18 school year	\$651.00	Title IIA
Jump Ahead Supervision	Lilly Conroy	1.25 hours/week for 30 weeks	\$15.74/hour	Title I
Reading Teacher	Beth Ondish	2017-18 school year	\$53,800.00 + benefits	Title I
Parent Meeting's	Beth Ondish	Fall 1 hour & Spring 1 hour	\$32.65/hour	Title I

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **correction to the annual salary** for Scott Ronay, appointed on July 24, 2017 as a full-time MD Teacher, MA Step G, at an annual salary of \$62,125 with benefits, to a full-time MD Teacher, MA Step H, at an annual salary of \$64,125 with benefits.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **correction to the hourly rate** for Ruthie Champagne as Breakfast Supervision, appointed on July 24, 2017 at a rate of \$32.65/hr up to 1.25 hrs/week to \$25.11/hr up to 1.25 hrs/week, as per the sidebar agreement.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves a **restricted work schedule for employee #:48754048**, to work half days for the month of September, 2017. A substitute will be required to cover the half day work schedule.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves payment to **Carolina Rodriguez**, for completing her **merit goals** as per her 2016-2017 employment contract as follows:

Increase alternative revenue sources by 20% or more (Partially Achieved): \$1,222.78

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Substitutes** for the **2017-2018 school year** as indicated below at the following rates:

Teacher Certificate: \$95/day  
 Substitute Credentials: 90/day  
 Aide: \$70/day  
 Clerical: \$12/hour  
 Custodian: \$19/hour  
 Nurse: \$150/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE	CLERICAL/ OFFICE	CUSTODIAN	NURSE
Alfieri, Stephanie	X					
Antonicich, Jennifer	X		X			
Beatty, Linda			X			
Bowers, Rosemary						X
Brennan, Deborah	X		X			
Carter, Patricia			X			
Conciatori, Annette		X				
Cullen, Jodi		X				
Dattolo, Tamara		X	X			
LeDonne, Teresa		X				
DePalma, Sheila		X				
Dyson, Tara		X				
Earley, Douglas						X
Fremeth, Rachel						X
Gonzalez, Miriam					X	
Gulley, Nancy	X		X			

Hamilton, Kayla		X	X			
Hendershot, Emily		X				
Hoyos, Carlos					X	
Isenberg, Dan		X				
Johnston, Michelle	X		X			
LaBanca, Gianna		X	X			
Lardieri, Lisa			X			
Leary, Charlene		X				
LeDonne, Teresa		X				
Mazzola, Deanna		X	X			
Miller, Jerry					X	
Mrasz, Amanda		X	X	X		
Mrasz, Victoria				X		
Munson, Rhett		X	X	X		
Nebesnak, Eileen			X			
Ondish, Jennifer			X			
Peres, Anna		X				
Pyrzynski, Hannah		X	X			
Roselle, Tammy						X
Scherr, Shannon	X					
Scheuerman, Robert		X	X			
Soares, Victoria		X	X			
Van Ness, Lisa			X			

Motion of: Jill Del Rio Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
6-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

## 16. POLICY/OPERATIONS/PUBLIC RELATIONS

*Dina Mikulka, Bridget Mauro, Brianna O'Brien*

## 17. BUILDING & 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	9/1/17 - 6/30/18
Camp Fire Girls	Various Events	Gym, Teachers Lounge	9/1/17 - 6/30/18
*Boy Scouts	Monthly Pack Meetings	Gym	Sept. 2017 - May, 2018
*Boy Scouts	Blue & Gold Awards Ceremony	Gym	2/24/18
*Boy Scouts	Pinewood Derby	Gym	3/24/18
*Boy Scouts	Picnic	Outside or Gym	6/16/18
Girl Scouts	Halloween Dance	Gym	10/27/17
Girl Scouts	Me & My Guy Dance	Gym	5/18/18

\* Pending Insurance accord

Motion of: Jill Del Rio Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
5-1-0	Yes Abstained from Girl Scouts	Yes	Yes	Yes	Absent	Yes	Yes

**18. Dover Report**     *Pete Bruseo*

**19. MHEF Report**     *Jill Del Rio, Brianna O'Brien*

**20. Old Business**

**21. New Business**

- Available dates in September to reschedule the Board Retreat Tuesday, September 12; Wednesday, September 20; or Thursday, September 7, 14, 21, 28
- The Board of Education decided that Administration look into October dates for the Board Retreat.

**22. Public Discussion**

**23. Adjournment**

On the motion of Jill Del Rio seconded by Karen Bruseo, the Board adjourns the meeting at 7:52 p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
6-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

Respectfully Submitted,

***Carolina Rodriguez***

Carolina Rodriguez

Board Secretary