

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
December 18, 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	Yes
Karen Bruseo	Yes	Dina Mikulka	Yes
Peter Bruseo	Yes	Brianna O'Brien	Yes
Jill Del Rio	Yes		

5. Executive Session

On the motion of Bridget Mauro seconded by Jill Del Rio at 6:38 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	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	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 **November 20, 2017**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **November 20, 2017**.

Motion of: Bridget Mauro Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

8. Correspondence

9. Superintendent's Report

- Settlement Agreement for the amendment of the shared services contract with Dover
- HVAC project status
- QSAC year for Mine Hill
- NJASA Techspo January 2018
- Christmas concerts

10. Presentation / Reports

11. Business Administrator's Report

- EMC Upgrade project status
- Local Government Energy Audit (LGEA) program

12. Public Discussion

Mine Hill residents attended the Board meeting to discuss the settlement agreement between Mine Hill Township BOE and the Dover Board of Education. Some residents were concerned and asked why both 7th and 8th grade would be pulled out at the same time and no phase in would be implemented. Mine Hill Township BOE has always recommended phase in for the amendment of the 7th and 8th grade shared services agreement with Dover Board of Education. Agreement will be sent to the Judge for approval and then it will be sent to the Commissioner of Education for approval. Residents will have 20 days once received by the Commissioner to address any concerns and recommendations.

13. FINANCE

Karen Bruseo, Jill Del Rio, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **payment of bills** from the General Operating Account, in the amount of \$530,430.02.
- b. This Agreement is entered into this 18th day of December, 2017 between the Mine Hill Township Board of Education, with administrative offices located at 42 Canfield Avenue, Mine Hill, New Jersey 07803 (“Mine Hill”) and the Dover Board of Education, with administrative offices located at 100 Grace Street, Dover, New Jersey 07801 (“Dover”).

WHEREAS, on or about March 28, 2017, Mine Hill filed a Petition of Appeal with the Commissioner of Education, captioned I/M/O Application for Approval of the Modification of the Sending/Receiving Relationship Between the Mine Hill and Dover Boards of Education; Morris County, Agency Ref. No. 60-3/17, seeking a limited severance of its send/receive relationship with Dover, such that Mine Hill’s seventh and eighth grade pupils would return to Mine Hill to be educated; and

WHEREAS, on April 17, 2017, Dover filed an Answer to Mine Hill’s Petition of Appeal, opposing Mine Hill’s application; and

WHEREAS, Mine Hill and Dover desire to resolve and settle this matter pursuant to the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth in this Agreement, the Parties agree as follows:

1. Mine Hill will educate its seventh and eighth grade pupils in Mine Hill at the Canfield Avenue School commencing in the 2018-19 school year.
2. If Mine Hill cannot or chooses not to educate its seventh and eighth grade pupils in Mine Hill for any of the next five (5) school years commencing with the 2018-19 school year, Mine Hill and Dover agree that the students will be educated at Dover Middle School.
3. Mine Hill agrees that it will only accept choice students in grades K-6 for the 2018-19 and 2019-20 school years. However, any current choice students attending school in Mine Hill will be permitted to continue their education in Mine Hill through eighth grade.
4. Any current Mine Hill seventh grade students who participate in interscholastic sports at Dover Middle School will be permitted to participate in said sports for the eighth grade at Dover Middle School.
5. For the purposes of this settlement agreement only, both parties agree that the statutory criteria for limited severance of the send/receive relationship at the seventh and eighth grade levels are satisfied.

6. A committee consisting of three (3) board members each from Mine Hill and Dover shall meet no less than two (2) times per year to evaluate the terms and conditions of the send/receive contract and compile an ongoing list of proposed modifications which will comprise the negotiations process one (1) year prior to the expiration of the send/receive contract.
 7. This Agreement is subject to the approval of both Mine Hill and Dover and the signatories to this agreement agree to recommend approval of same to their respective Boards.
 8. This Agreement is also subject to formal approval by the New Jersey Commissioner of Education.
 9. Once approved by the Commissioner, Mine Hill agrees to withdraw its Petition of Appeal in this matter.
 10. Upon approval of the limited severance by the Commissioner, the parties shall immediately commence negotiations for a successor send/receive contract.
- c. WHEREAS, on or about March 28, 2017, the Mine Hill Board of Education (“Mine Hill”) filed a Petition of Appeal with the Commissioner of Education, captioned I/M/O Application for Approval of the Modification of the Sending/Receiving Relationship Between the Mine Hill and Dover Boards of Education; Morris County, Agency Ref. No. 60-3/17, seeking a limited severance of its send/receive relationship with the Dover Board of Education (“Dover”), such that Mine Hill’s seventh and eighth grade pupils would return to Mine Hill to be educated; and

WHEREAS, on April 17, 2017, Dover filed an Answer to Mine Hill’s Petition of Appeal, opposing Mine Hill’s application; and

WHEREAS, on December 6, 2017, the parties appeared in Court and reached a settlement of this matter subject to the terms of a settlement agreement which is incorporated by reference into the minutes of this meeting, as well as formal Board approval;

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the settlement agreement in the matter captioned above in accordance with the terms and conditions therein; and

BE IT FURTHER RESOLVED, that the Superintendent is authorized to execute the agreement on behalf of the Board.

- d. WHEREAS, **EACM Corp. has submitted a change order No. GC-01 to furnish & install (5) five new circuits for the unit vents and add a condensate receptacle** at each unit vent as requested by the Township electrical code official in the amount of \$12,220.00 using part of the \$40,000.00 allowance with a balance of \$27,780.00;

WHEREAS, Di Cara Rubino Architects has reviewed the change order and recommends approval;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Board of Education approves change order No. GC-01.

- e. **WHEREAS, EACM Corp. has submitted a change order No. GC-02 to credit the owner in the amount of \$2,256.03 for expenses incurred** by the Mine Hill Board of Education. The credit is for custodial overtime, owner's boiler company had to drain the boilers due to a leak in a pipe damaged while EACM was performing demolition. WHEREAS, Di Cara Rubino Architects has reviewed the change order and recommends approval;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Board of Education approves change order No. GC-02.

- f. WHEREAS, this agreement is made as of the 18th day of December, 2017, between the Mine Hill Township Board of Education (hereinafter the "Board" or "District") located at 42 Canfield Avenue, Mine Hill, New Jersey 07803 and the Mine Hill Educational Foundation ("the Foundation") located at 3 Indian Falls Road, Mine Hill, New Jersey 07803.

WHEREAS, the Board and the Foundation are parties to a Facility Use Agreement ("Agreement") dated March 31, 2017; and

WHEREAS, the parties wish to clarify the Agreement regarding the operating days/hours of the before and after school care program known as Canfield Kids (hereinafter "the Program") through this contract amendment,

WHEREAS, Article 27 of the Agreement provides that it cannot be modified except by written agreement signed by the parties; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1. The Program will only run when the Canfield Avenue School is open and Canfield Avenue students are in attendance for regular educational instruction. If school is closed for the Canfield Avenue students, the program will not operate on the day(s) in question.
2. If there is an emergency closing the Program will not be permitted to operate.
3. During scheduled half days only, the Program will be permitted to operate until no later than 6:30 pm, unless in the Superintendent's sole discretion it would be unsafe for it to do so.

4. The Superintendent has the right to close the Program entirely on a particular day, or close the program early or delay the opening of the Program for any health, safety or welfare reason. The Superintendent shall provide as much notice as is reasonably possible to the Program Director, of his decision.
5. All other provisions of the Agreement shall remain the same.
6. To the extent that there are any conflicts between this amendment and the Agreement, this amendment shall control.

IN WITNESS WHEREOF, the Board and the Foundation caused this Agreement to be executed and delivered by their respective authorized representatives as of the above written date.

- g. RESOLVED, that the Mine Hill Board of Education accepts the recommendation of the Superintendent to apply for a grant and accept the funds available through **Learning Ally**, an audio support program for struggling readers. The grant is a two year commitment, the first year the program is free the second year the program would cost approximately \$800.00.

Motion of: Bridget Mauro

Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
a.b.c. 7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes
d. 4-3	No	Yes	No	Yes	Yes	Yes	No
e.f.g. 7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

14. INSTRUCTION & CURRICULUM *Jill Del Rio, Brianna O'Brien, Bridget Mauro*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **NJ Department of Education Equivalency Application**. (Available for review in the business office)
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the implementation of the **Computer Club** as an after school program for the 2017-2018 school year commencing in February, 2018.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **P.G. Chambers to conduct Initial Occupational Therapy Evaluations** at a rate of \$445.00 per evaluation.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the *revision* to the **2017-2018 field trips** previously approved on September 25, 2017 as listed below:

Grade	Destination
MD 1-6	Fosterfields Living Historical Farm, Morristown & Morristown Diner
MD 1-6	Frelinghuysen Arboretum Gingerbread Wonderland, Morris Plains & Cedar Knolls Plaza

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the 2017-2018 school year **Out-of-District tuition** for the students listed below, whose placement was approved on July 24, 2017:

Student ID	School	Tuition	Dates	Aides or Services
4108640816	Morris Knolls	\$64,283.00	9/1/2017 – 6/30/2018	Aide - \$21,950.00
3601487446	Rockaway LLD	\$29,133.00	9/1/2017 – 6/30/2018	Aide - \$16,898.10

Motion of: Bridget Mauro Seconded by: Pete Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	Yes	Yes	Yes	Yes	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.

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **revision** to the **Family Leave** approved on September 25, 2017 for employee #70840301, be revised to November 27, 2017 through January 1, 2018, using paid accumulated sick days.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves Danielle Wilson as an **after school advisor** for the **Computer Club**, from February through June, 2018, up to 1.5 hour/week at a rate of \$32.65/hour, based on participation.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Stacie Cascio as a Substitute Teacher** or Aide for the 2017-2018 school year.

Motion of: Bridget Mauro Seconded by: Karen Bruseo

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16. POLICY / OPERATIONS / PUBLIC RELATIONS

Katie Bartnick, Karen Bruseo, Bridget Mauro

- a. 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	Meals/Lodging/Travel	Estimated Total Expense
3-23-18	Susan Charlton	NJAGC Conference Building Creativity & Collaboration in Gifted West Windsor, NJ	\$199.00	\$31.80	\$230.80
1-25 to 1-26-18	Lee Nittel	Techspo 2018 Harrah's Atlantic City, NJ	\$340.00	\$437.20	\$777.20

b. RESOLVED, that the Board of Education, upon the recommendation of the Superintendent and approves the following items go to **bid with Gov Deals**:

<u>Item</u>	<u>Quantity</u>
Dell Latitude E5440 laptops	35
1980 upright Piano-tag #: 2543	1

Motion of: Bridget Mauro Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

17. BUILDING & GROUNDS *Katie Bartnick, Pete Bruseo, Bridget Mauro*

18. Dover Report *Pete Bruseo, Dina Mikulka*

19. MHEF Report *Pete Bruseo, Dina Mikulka*

20. Old Business

21. New Business

- 2018-19 Tentative Budget Calendar
- Review 2018 Board Meeting Dates

22. Public Discussion

23. Executive Session

On the motion of Bridget Mauro seconded by Karen Bruseo at 8:32 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
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- 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.

24. Return to Public Session

On the motion of Bridget Mauro seconded by Jill Del Rio at p.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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

25. Adjournment

On the motion of Bridget Mauro seconded by Jill Del Rio, the Board adjourns the meeting at 9:15 p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,

Carolina Rodriguez

Carolina Rodriguez
Board Secretary