

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
January 22, 2018**

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 and the Randolph Reporter on January 11, 2018 and copies of the agenda have been posted on the district web site 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	Yes	Brianna O'Brien	Yes
Jill Del Rio			

5. Executive Session

On the motion of Jill Del Rio seconded by Dina Mikulka 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 Jill Del Rio seconded by Bridget Mauro at 7:01 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	Absent	Yes	Yes

7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the **executive session minutes** of the meeting held on **December 18, 2017**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **December 18, 2017** and **January 4, 2018**.

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
7-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

8. Correspondence

9. Superintendent's Report

- 7th & 8th grade update, new commissioner, delay parent forum to mid-February; survey/student forum
- HVAC – last classroom this week 1/26/18
- QSAC – filed equivalency came back accepted using actual test scores growth model through PARCC
- Techspo presenting 1/25/18. Showcasing Mine Hill
- Lighthouse meeting/presentation
- Future ready cannot start certification process until February 22, 2018
- 2nd Marking Period or the 24th of January – report cards February 2nd
- ELA Family Literacy night 1/24/18 at 6:30 p.m.
- Fun Night February 2nd at 7:00 p.m.
- PTA Meeting February 7th
- Lip sync battle February 8th

10. Presentation / Reports

11. Business Administrator's Report

- Budget status

12. Public Discussion

- Nancy Gulley – discussed winter concert; college acceptances, Alumni graduating early because of college courses that were obtained at the Dover School District. February 28th is Founders Day.
- Cindy Pyrzynski – ELA night; Mine Hill day back in September. NJEA \$5,000 in scholarships. NJEA pride grants and 4 pride events.

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 **November and December, 2017 payrolls** in the amount of \$506,226.41 (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA), plus the **payment of bills** (including state health and dental benefits) from the General Operating Account, in the amount of \$733,123.39.

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)	\$2375.08
Student Activity Fund (Canfield School Account)	\$6220.16

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of November**, 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 November** 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 authorize the Business Administrator to **increase appropriation for legal fees for the 2017-2018 school year** to \$27,000.00 as per 6A:23A-5.2. Increase is due to the amendment of the 7th and 8th grade shared service agreement with Dover Board of Education.
- e. RESOLVED, that the Board of Education approves the **Horizon Dental Plan renewal contract for the period of 02/01/2018 to 01/31/2019**, renewal summary of rates as follows:

Coverage Type	Current Rate	Renewal Rate	Change in Premium
Single	\$40.05	\$41.25	\$1.20
2 Adults	\$80.08	\$82.48	\$2.40
Family	\$128.15	\$131.99	\$3.84
Parent/Child	\$74.08	\$76.30	\$2.22

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **2018-2019 Special Medicaid Waiver**, as there are 40 or fewer Medicaid eligible classified students.

Motion of: Jill Del Rio

Seconded by: Dina Mikulka

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	Absent	Yes	Yes

14. INSTRUCTION & CURRICULUM

Committee of a whole

15. PERSONNEL

Committee of a whole

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 submits 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 **Family Leave** for employee #4383 as follows:

April 16, 2018 through May 31, 2018, using paid accumulated sick days, June 1, 2018 through the end of the school year, unpaid leave (benefits to be paid by the employee) pursuant to the Federal Family Leave Act and the NJ Family Leave Act.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Family Leave** for employee #4051 as follows:

May 7, 2018 through the end of the school year, the first day of the 2018-2019 school year through September 24, 2018 using paid accumulated sick days; September 25, 2018 through December 18, 2018 unpaid leave (benefits to be paid by the employee) pursuant to the Federal Family Leave Act and the NJ Family Leave Act.

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
7-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

16. POLICY / OPERATIONS / PUBLIC RELATIONS *Committee of a whole*

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

RESOLVED, that on January 8, 2018 the Business Administrator/Purchasing Agent declared an Emergency Contract situation for a heating coil that burst in Room 215;

As per 18A:18A-7 and in accordance with N.J.A.C 5:34-6.1 the Board of Education at its next regular Board of Education Public Meeting, shall review and acknowledge the emergency purchases. A copy of the contract/agreements and requisition will be filed with the State and County by the Board Secretary/School Business Administrator.

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
7-0	Yes	Yes	Yes	Yes	Absent	Yes	Yes

18. Dover Report *Pete Bruseo*
N/A

19. MHEF Report *Pete Bruseo, Dina Mikulka*
N/A

20. Old Business

21. New Business

22. Public Discussion

23. Adjournment

On the motion of Jill Del Rio seconded by Dina Mikulka, the Board adjourns the meeting at 7:29 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	Absent	Yes	Yes

Respectfully submitted,

Carolina Rodriguez

Carolina Rodriguez

Board Secretary