

**MINE HILL BOARD OF EDUCATION
MINUTES
REGULAR MEETING
June 24, 2019**

1. Call to Order

2. Statement of Compliance

In Compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, adequate notice of date, time and location for this meeting has been properly advertised in the Daily Record on January 25, 2019 and the Randolph Reporter on January 24, 2019 and copies of the agenda have been posted on the district website and emailed to the Clerk of the Township of Mine Hill.

3. Roll Call

Katie Bartnick	Yes	Dina Mikulka	Yes
Karen Bruseo	Yes	Diane Morris	Yes
Peter Bruseo	Yes	Jennifer Waters	Absent
Jill Del Rio	Yes		

4. Executive Session - None

5. Regular Session - 6:35 p.m.

- Superintendent Evaluation Training

6. Flag Salute

7. Approval of Minutes

- a. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 3, 2019**.

Motion of: Karen Bruseo Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
5-0	Yes	Yes	Yes	Abstain	Yes	Yes	Absent

8. Correspondence - None

9. Superintendent's Report - Introduction to Presentations

10. Presentations / Reports

- 3rd grade Mrs. Meehan and students
- 4th grade Miss Mrasz and students
- Patrick Fennel, Empowerment Solutions - Strategic Planning
 - 176 Responses - Reviewed results
 - Revised vision and mission statements

11. Business Administrator's Report

- Public suggestions; annual survey, progress on survey

12. **Public Discussion** - None

13. **FINANCE** *Karen Bruseo, Jill Del Rio, Dina Mikulka*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **May 2019 payrolls** in the amount of \$322,104.78 (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA), plus the **payment of bills** from the General Operating Account, in the amount of \$434,686.04.

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
Student Activity Fund (Canfield School Account)	\$2,202.50

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of May**, 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 May** are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Treasurer and Board Secretary 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 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 approves the **meal prices** as listed below for the 2019-2020 school year in accordance with the Paid Lunch Equity Requirement guidelines:

<u>BREAKFAST</u>	<u>LUNCH</u>
Student: \$1.45 (no increase)	Student: \$2.95 (.10¢ increase)
Reduced: \$0.30 (no increase)	Reduced: \$0.40 (no increase)
Adult: \$1.95 (.10¢ increase)	Adult: \$3.70 (no increase)

- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Bidding/Purchasing Program Cooperative Services contract **with the Educational Services Commission of Morris County in cooperation with Educational Data Services, Inc. for the purchase of goods and services for the 2019-2020** school year, which is made part of this resolution by reference, and recommends authorizing the Business Administrator to execute the contract in the amount of \$2,980.00. (List of awarded vendors available in the Business Office)

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Health and Environmental Safety Services Agreement between the Educational Services Commission of Morris County and the Mine Hill Township Board of Education for the 2019-2020 school year**, which is made part of this resolution by reference, and recommends authorizing the Business Administrator to execute the contract in the amount of \$2,500.00.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Child Study Team and the Administration to approve **J & B Therapy, LLC** at a cost of \$84.00 per hour for Speech Therapy and \$405.00 for Speech Evaluations for the **2019 Extended School Year Program** running from July 1, 2019 through July 25, 2019.
- h. WHEREAS, the Mine Hill Township Board of Education conducted a Competitive Contracting for **Speech Services**;

NOW, THEREFORE BE IT RESOLVED, based on the recommendation of the Child Study Team and the Administration, that the Board of Education award the contract for **Speech Services to Jump Ahead Pediatrics, LLC** at a cost of \$72.50 per hour for Speech Therapy and \$150.00 for Speech Evaluation for the 2019-2020 School Year. (Funds are budgeted and available in account 11.000.216.320.00.108)

- i. WHEREAS, the Mine Hill Township Board of Education conducted a Competitive Contracting for **Professional Development in Math**;

NOW, THEREFORE BE IT RESOLVED, based on the recommendation of the Administration and the math curriculum coordinators, that the Board of Education award the contract for **Professional Development in Math to Rutgers, Center for Effective School Practices (CEP)** at a cost of \$22,500.00 for nine (9) customized professional development sessions (\$2,500/day) for the 2019-20 school year, which is funded from Account Number 11.000.223.320.00.300.

- j. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approve the following vendors for **E-Rate Services**:

Vendor	Service	Amount
New Era	Data Network Equipment and Professional Services	\$7,627.85
TTI	Wireless Equipment and Professional Services	\$19,616.00
New Era	Firewall Equipment and Professional Services	\$18,104.43
Altice	Internet Access @ 300Mbps	\$1,150.50

Motion of: Jill Del Rio Seconded by: Diane Morris

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

14. INSTRUCTION & CURRICULUM

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves Canfield Avenue School, Mine Hill School District entering into a **consortium with the Lincoln Park School District for Title III funds** for the 2019-2020 school year.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to submit the application and accept the **2019-2020 IDEA grants** as listed below. (Application available in the business office)

<u>IDEA</u>	<u>Amount</u>
Basic	\$102,092.00
Preschool	\$3,297.00

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve and accept the funds available through the **Elementary and Secondary Education Act (ESEA) application for the 2019-2020 school year** as listed below. (Application available in the business office)

<u>ESSA</u>	<u>Amount</u>
Title I	\$77,633.00
Title II	\$11,379.00
Title III	\$ 912.00
Title IV	\$10,000.00
TOTAL:	\$99,924.00

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **Title Programs for the 2019-2020** school year:

Position	Name	Hours	Compensation	Program
Program Administrator	Adam Zygmunt	2019-20 school year	\$4,382.00	Title I
Program Administrator	Adam Zygmunt	2019-20 school year	\$569.00	Title IIA
Jump Ahead Supervision	Lilly Conroy	1.25 hrs/week for 26 weeks	\$17.18/hour	Title I
Reading Teacher	Beth Ondish	2019-20 school year	\$56,250 + \$19,688 TPAF	Title I
Parent Meeting's	Beth Ondish	Fall 1 hour & Spring 1 hour	\$33.30/hour	Title I

- e. RESOLVED that the Board of Education accepts the recommendation of the Superintendent and approves the **out of district placement** for Student ID: 2352695053 June 5, 2019 through the end of the school year which is anticipated to be June 20, 2019, at the prorated contract amount of \$4,505.52.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2019-2020 out of district placement** as follows:

Student ID	School	School Year Tuition Including ESY (if applicable)	Dates	Aides and/or Services	Contract to BOE
3882306147	PRIDE-Wharton	*\$2,633.00 for ESY - *SY TDB	7/1/2019 -6/30/2020	*\$228.00 Aide	
7282611557	PRIDE-Wharton	*2,633.00 for ESY - *SY TBD	7/1/2019-6/30/2020	*\$228.00 Aide	
2578726927	PALS-Rockaway	\$2,740.00 Attending ESY Only	7/1/2019-8/3/2019	N/A	X
9885295431	Montgomery Academy	\$72,512.00 Attending ESY	7/1/2019-6/30/2020	N/A	X
9271750256	Sage Day School	\$65,855.00 Attending ESY	7/1/2019-6/30/2019	N/A	X
4793055462	Mountain View Elementary School	*\$50,598.80 Attending ESY	7/1/2019-6/30/2020	*To be determined	
2021309062	Rockaway Boro	\$4,762.00 Attending ESY Only	7/1/2019-8/2/2019	N/A	X
2874529379	Creative Speech Solutions	\$2,830.00 Attending ESY Only	7/9/2019-8/15/2019	N/A	X
5010210394	Sage Day School	\$65,855.00 Attending ESY	7/1/2019-6/30/2020	N/A	X

2874589379	Commission for the Blind	*\$1,900.00	9/1/2019-6/30/2020	N/A	
1515495106	Inclusive Learning Academy	*\$78,706.00 Attending ESY	7/1/2019-6/30/2020	N/A	
2352695053	Chancellor Academy	*\$78,967.00 Attending ESY	7/1/2019-6/30/2020	N/A	
6619824750	New Beginnings	\$76,928.44 Attending ESY	7/1/2018-6/30/2019	\$43,460.00 Aide ESY & SY	X
3206091314	Developmental Learning Center, Warren	\$109,485.00 Attending ESY	7/1/2019-6/30/2020	Aide \$83,168.00 ESY & SY Add'l Services \$18,240.00 Behaviorist \$18,480.00	X
2790265827	Shepard School	\$54,658.44	9/1/2019-6/30/2020	N/A	X
4108640816	Morris Knolls High School MD Program	*\$36,668.00 Attending ESY	7/1/2019-6/30/2020	*\$25,890.00 Aide	
3601487446	Morris Knolls High School LLD Program	*\$32,477.00	9/1/2019-6/30/2020	*\$23,185.00 Aide	

*indicates verbal confirmation of tuition or related services charges-no contract received yet.

**indicates that no contract or verbal confirmation of tuition or related services charges has been received yet.

Motion of: Katie Bartnick Seconded by: Jill Del Rio

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

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 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 appointment of **Moises Diaz, summer custodian** for up to 24 hours/week, at a rate of \$19.00/hour effective 6/25/19 thru 9/06/2019.
- b. RESOLVED that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Rhett Munson for Sustainable NJ and clerical work**, at a rate of \$12.33 per hour for the 2019-20 school year.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following teachers to participate in the six (6) day **Learner Active Technology Infused Classroom (LATIC) 2019 Summer** training at a rate of \$125/day:

Janice Bochicchio, Diana Carroll, Jessica Cicchino, Susan Day,
Claire Friedland, Melissa Gusterovic, Jessica Gutwein, Tabitha Hertz, Lansing Holman,
Melissa Kenny, Matthew Martyniuk, Margaret Nunnermacker, Robby Suarez,

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **stipend positions for the 2019-20** school year:

Position	Name	Hours	Compensation
Accelerated Reader 1-3	Margaret Nunnermacker		\$699.83
Accelerated Reader 4-6	Jill Ramacciotti		\$699.83
Aesop Coordinator	Angela Sabatino		\$2,568.75
Afterschool Detention Monitor	Melissa Kenny	As needed	\$25.61/hr
After School Supervision (sheds)	Lansing Holman	Up to 1.5 hrs/wk	\$25.61/hr
After School Supervision (pick up line)	Cindy Pyrzynski	Up to 1.5 hrs/wk	\$25.61/hr
Breakfast Supervision (8-8:15)	Danielle Wilson	Up to 1.25 hrs/wk	\$25.61/hr
Curriculum Coordinator Math/Science - Grades K-3	Jessica Cicchino		\$2,856
Curriculum Coordinator ELA/Social Studies - Grades K-3	Melissa Gusterovic		\$2,856
Curriculum Coordinator Math/Science - Grades 4-6	Robby Suarez		\$2,856
Curriculum Coordinator ELA/Social Studies - Grades 4-6	Jill Ramacciotti		\$2,856
Curriculum Coordinator Specials - Grades K-6	Cindy Pyrzynski		\$2,856
Memorial Day Parade	Mark Richardson	Up to 3 hours	\$33.30/hour
Musical Director of the Play	Mark Richardson		\$1,248.48
Assistant Director of the Play	Robby Suarez		\$624.24
Safety Patrol Advisor	Susan Day		\$25.61/hour not to exceed \$3,766 split between 2 advisors
Safety Patrol Advisor	Melissa Gusterovic		\$25.61/hour not to exceed \$3,766 split between 2 advisors
Sixth Grade Advisor	Danielle Wilson		\$1,085.14
Student Council Advisor	Jessica Cicchino		\$364.14
Student Council Advisor	Jennifer Ludwig		\$364.14
Teacher in Charge	Lauren Snarski	As needed	\$104.04/day or \$52/half day
Transportation Coordinator	Angela Sabatino		\$4,932.00
Yearbook Advisor	Tabitha Hertz		\$699.83
Yearbook Advisor	Mark Richardson		\$699.83

- e. 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 2019-2020** school year:

Position	Name	Hours	Compensation	Program
Jump Ahead Coordinator	Susan Day	5.0 hours	\$33.30/hour	Title I
Jump Ahead Substitute	Amanda Mrasz	As needed	\$33.30/hour	Title I
Jump Ahead	Susan Charlton	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
Jump Ahead	Jessica Cicchino	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
Jump Ahead	Susan Day	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
Jump Ahead	Claire Friedland	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
Jump Ahead	Melissa Gusterovic	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
Jump Ahead	Theresa Steele	.50 hrs/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Susan Day	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Lansing Holman	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Melissa Kenny	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Jennifer Ludwig	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Cindy Pyrzynski	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Jill Ramacciotti	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Lauren Snarski	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Jeff Steidl	1 hr/week for 26 weeks	\$33.30/hour	Title I
STEP Mentor	Danielle Wilson	1 hr/week for 26 weeks	\$33.30/hour	Title I

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **payment to Adam Zygmunt**, in the amount of \$2,500 for completing his **merit goal** as per his 2018-2019 employment contract.

Motion of: Jill Del Rio Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the **Standard Operating Procedures for the 2019-2020 school year.**

Motion of: Diane Morris Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

17. BUILDINGS & GROUNDS

Peter Bruseo, Jennifer Waters, Karen Bruseo

Discussed sign and roof work.

18. Dover Report

Jill Del Rio, Diane Morris

- No attendance at the last meeting
- Next year work with Dover to get representative to attain the 6th grade graduation

19. MHEF Report

Peter Bruseo, Dina Mikulka

- \$300-\$500 grants open to teachers, 4 responses to date from teachers
- 9 scholarship applications received: 5-Dover, 2-Roxbury, 1-Randolph, 1-MH; 6 presented.
- Created Katie Blodgett Memorial Scholarship presented to AJ Anderson and will be annual going forward

20. Liaison to the Mine Hill Township Report

- Discussed scholarships
- LED Sign
- Beach
- Sewers
- Deb Mulson retirement
- BOE discussed new apartments possibly developed on Hurd Street

21. Community Committee Report

- Continue to use Swift Reach
- Deb Mulson retirement

22. Old Business - N/A

23. New Business - N/A

24. Public Discussion

25. Executive Session

On the motion of Karen Bruseo seconded by Diane Morris at 9:27 p.m., the board approves the following resolution:

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meeting in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select on 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 and 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 category(s) 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

26. Return to Public Session - 10:12 p.m.

27. Adjournment

On the motion of Karen Bruseo seconded by Diane Morris, the board adjourns the meeting at 10:13p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	Yes	Yes	Absent

Respectfully submitted,

Karen Bruseo

Karen Bruseo
Board President