

**MINE HILL BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
June 29, 2020**

**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 11, 2020 and the Randolph Reporter on January 16, 2020 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 | Diane Morris        | Yes |
| Karen Bruseo   | Yes | Srinivasa Rajagopal | Yes |
| Peter Bruseo   | Yes | Jennifer Waters     | Yes |

**4. Executive Session – 6:36 pm to 6:45 pm**

**5. Regular Session – 7:07 p.m.**

**6. Flag Salute**

**7. Mission and Vision**

**Vision**

*We envision all learners maximizing their potential to be innovators, global thinkers, and lifelong learners.*

**Mission**

*Through a variety of learning experiences, Canfield Avenue School students will be challenged to maximize their potential in a nurturing and supportive learning environment.*

**8. Approval of Minutes**

- a. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 1, 2020**.

Motion of: Katie Bartnick

Motion of: Karen Bruseo

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|-----------------|------------------------|--------------------|
| 6-0               | Yes               | Yes             | Yes             | Yes             | Yes                    | Yes                |

**9. Correspondence**

- Thank you from Lu Olivo

## 10. Superintendent's Report

### 11. Presentations / Report

- a. Board Member vacancy interviews

- b. On the motion of Karen Bruseo seconded by Katie Bartnick at 7:45 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 deliberate the selection for the vacancy on the board.

| Roll Call Vote | Katie Bartnick | Karen Bruseo | Peter Bruseo | Diane Morris | Srinivasa Rajagopal | Jennifer Waters |
|----------------|----------------|--------------|--------------|--------------|---------------------|-----------------|
| 6-0            | Yes            | Yes          | Yes          | Yes          | Yes                 | Yes             |

- c. On the motion of Karen Bruseo seconded by Srinivasa Rajagopal at 7:51 p.m. the Board returns to regular session.

| Roll Call Vote | Katie Bartnick | Karen Bruseo | Peter Bruseo | Diane Morris | Srinivasa Rajagopal | Jennifer Waters |
|----------------|----------------|--------------|--------------|--------------|---------------------|-----------------|
| 6-0            | Yes            | Yes          | Yes          | Yes          | Yes                 | Yes             |

- d. RESOLVED, that the Board of Education declares nomination is in order for the position of Board Member until December 31, 2020 by the resignation of former board member, Frank Dugan.

Brian Homeyer is elected Board Member of the Mine Hill Township Board of Education.

Roll Call Vote - All Present Voting Yes - Motion Carried

- e. School Business Administrator/Board Secretary, Carolina Rodriguez, administered the Oath of Allegiance to the newly elected Board Member.

AND BE IT FURTHER RESOLVED, that the newly elected member of the Board of Education acknowledge, in writing that she has received and read the Code of Ethics:

1. I will uphold and enforce all laws, state board rules and regulations and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confirm my Board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. I will carry out my responsibilities, not to administer the schools, but, together with my fellow Board members, to see that they run well.
5. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action, which may compromise the Board.
6. I will refuse to surrender my independent judgment to special interest or partisan groups or to use the school for personal gain or for the gain of friends.

7. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals of the school. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspiration of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

## 12. Business Administrator's Report

- a. Meeting with Dover Board of Education and Mine Hill Administration Team to discuss Preschool Contract.
- b. Furniture delivery for grades 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> scheduled for July 13<sup>th</sup>.
- c. Meeting with vendors to put in orders for required PPE and required items and projects needed for the facility before the start of the school year.
- d. Building summer cleaning.
- e. Toilet waiver retro fit.
- f. Nurse office door opening to room 117.
- g. Food Service meeting with Mashios to discuss the reopening of schools and feeding of students.
- h. Meeting with Morris Hill to discuss custodial hours and cleaning schedule for the reopening of schools.
- i. Emergency Reserve.

## 13. Public Discussion

## 14. FINANCE

*Srinivasa Rajagopal, Karen Bruseo, Diane Morris*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **May 2020 payroll** in the amount of \$309,033.02 (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 \$654,394.03.

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)           | \$257.82 |
| Student Activity Fund (Canfield School Account) | \$0.00   |

- 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. WHEREAS, Carolina Rodriguez, School Business Administrator/Board Secretary possesses a **Qualified Purchasing Agent (QPA)** certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3(b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the (Name of Board of Education), pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes (Name of SBA/Bd. Secy.), the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- e. WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain **reserve accounts** at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Mine Hill Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into Emergency Reserve account at year end up to the allowable total of \$250,000, and

NOW THEREFORE BE IT RESOLVED by the Mine Hill Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- f. 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 2020-2021** 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)
- g. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Bayada Home Healthcare Substitute School Nursing** for the 2020-2021 school year at the rate of \$62.00 per hour for RN services, in accordance with the contract which shall remain on file in the business office. To be paid out of account 11.000.213.100.00.101.

- h. 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 School Business Administrator /Board Secretary the Mine Hill Township Board of Education purchases with the following **State Contract Vendors** who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the Mine Hill Township Board of Education and the referenced **State Contract Vendors shall be for the 2020-2021 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                               | State Contract # | State Contract   |
|--------------------------------------|------------------|--|
| Ricoh (Atlantic Tomorrow)            | 40467            | G2075 - Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services |
| Home Depot Inc. (43894)              | 18-Fleet-00234   | M8001 - Walk-In Building Supplies  |
| Tru Stor LLC dba Hunter Technologies | 80802            | T1316 - Telecommunications Equipment & Services                                  |
| CDW Government LLC                   | 89849            | M0003 - Software License & Related Services                                      |
| Cisco - New Era Technology NJ, Inc.. | 87720            | M7000 - Data Communications Equipment  |
| Verizon Wireless                     | 82583            | T216A - Wireless Devices and Services  |
| EXTEL Communications Inc.            | 80807            | T1316 - Telecommunications Equipment & Services                                  |
| EXTEL Communications Inc.            | 88737            | T2989 - Communications Wiring & Services   |
| Signal Control Products Inc          | 87152            | T1956 - LED Signal Indications & Warning Devices                                 |
| Signal Control Products Inc          | 19-Food-01028    | T1473 - Traffic Signal Controllers and Camera Imaging Detection Systems          |

- i. WHEREAS, the following participation in **Joint Transportation Agreement with Sussex County Regional Transportation for the 2020-2021** school year as follows:

WHEREAS, the following Boards of Education: Andover Regional, Blairstown, Butler, Byram Township, Caldwell/West Caldwell, Fairfield, Franklin Borough, Fredon Twp., Great Meadows, Frelinghuysen, Frankford Twp., Green Twp., Hackettstown, Hamburg Borough, Hampton Twp., Harding, Hardyston Twp., High Point Reg. H.S., Hopatcong Borough, Hope, Irvington, Jefferson Twp., Lafayette Twp., Lenape Valley Regional, Lafayette, Livingston, Long Hill, Millburn, Mine Hill, Montague, Montclair, Morris County Education Services Commission, Morris Hills Regional, Mount Arlington, Mountain Lakes, Mount Olive, Netcong, Newton, North Caldwell, North Warren, Nutley, Ogdensburg, Orange, Paterson, Pompton Lakes, Randolph, Rockaway Borough, Roseland, Roxbury, Sandyston, Secaucus, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex Wantage, Vernon Twp., Verona, Warren County Special Services School District, Warren Hills, Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Wayne, Weehawken, West Essex, West Milford, West Morris Reg., West Orange, and Mine Hill Township desire to transport students to specific destinations; and

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to special education, schools for the handicapped, and other students who have specialized and specific transportation needs along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the Mine Hill Township Board of Education that pursuant hereto the President and Secretary of the Mine Hill Township Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Mine Hill Township Board of Education and the Sussex County Regional Transportation Cooperative for the

coordination of transportation of special education, schools for the handicapped, and other students who have specialized and specific transportation to specific destinations upon the following terms and conditions:

1. The Mine Hill Township Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the Mine Hill Township Board of Education's actual cost paid for transportation of special education, schools for the handicapped, and other students who have specialized and specific needs to specific destinations during the 2020-2021 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

|  | <u>Payment Due</u> |
|--|--------------------|
| 4.0% Administrative Fees . . . . .   | 07/31/20           |
| (100% of estimated fees)   |                    |
| Initial Deposit . . . . .  | 07/31/20           |
| (20% of estimated charges)   |                    |
| 20% of current annual charges . . . . .                                    | 10/31/20           |
| 20% of current annual charges . . . . .                                    | 12/31/20           |
| 20% of current annual charges . . . . .                                    | 02/29/21           |
| 20% of current annual changes . . . . .                                    | 04/30/21           |
| June - plus or minus final adjustments                                     |                    |
| *All 2020 summer routes shall be billed upon completion of transportation. |                    |

2. The Sussex County Regional Transportation Cooperative will provide the following services:
  - a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
  - c. computer printouts of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;
  - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - e. timely review and revision of routes;
  - f. provide transportation within three days or sooner after receipt of the formal written request;
  - g. timely submission of contracts, renewals or addenda to the county office for approval.
3. The Mine Hill Township Board of Education will provide the Sussex County Regional Transportation Cooperative with the following:
  - a. requests for any special education, schools for the handicapped, and other students who have specific transportation needs on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by Mine Hill Township Board of Education Secretary or other designated district personnel;
  - b. withdrawal for any special education, schools for the handicapped, and other students who have specific transportation needs, on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by the Mine Hill Township Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
  - c. strict adherence to the above payment schedule.

4. Additional Cost – all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the Mine Hill Township Board of Education.
5. Invoice Disputes – The Mine Hill Township Board of Education shall notify the Sussex County Regional Transportation Cooperative in writing of any dispute with any invoice, along with a reasonably detailed description of the dispute, within 30 days from the date of receipt of such invoice. Invoices for which no such timely notification is received shall be deemed accepted by the Mine Hill Board of Education as true and correct, and the Mine Hill Township Board of Education shall pay all amounts due under such invoices within the period set forth above. The parties shall seek to resolve all such disputes expeditiously and in good faith. The Mine Hill Township Board of Education shall not withhold payment of any amount due and payable under this agreement by reason of any setoff of any claim or dispute with the Hopatcong Board of Education and/or the Sussex County Regional Transportation Cooperative.
6. Late Payments – Invoices shall be paid within 45 days of receipt. Except for invoiced payments that have been successfully disputed, all late payments shall bear interest at the lesser of the rate of 2% per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. The Mine Hill Township Board of Education also shall reimburse the Hopatcong Board of Education under the name of the Sussex County Regional Transportation Cooperative for all costs incurred in collecting and any late payments including, without limitation, attorney's fees. In addition to all other remedies available under this agreement or at law, which the Hopatcong Board of Education under the name of the Sussex County Regional Transportation Cooperative does not waive by the exercise of any rights hereunder, the Hopatcong Board of Education under the name of the Sussex County Regional Transportation Cooperative shall be entitled to suspend the provision of any Services provided under this Agreement if the Mine Hill Township Board of Education fails to pay any amounts when due hereunder.
7. Length of Agreement – This agreement and obligations and requirements herein shall be in effect between July 1, 2020 and June 30, 2021.
8. It is a condition of this agreement that it shall automatically be renewed annually without amendment and may not be terminated without a notice by certified mail, return receipt requested having been delivered to the Secretary of either party hereto at least 180 days before June 30 of any year. In the event this agreement is renewed, the consideration to be paid to the Sussex County Regional Transportation Cooperative set forth in Paragraph 1 hereof, shall be revised to equal four percent (4.0%) of the Mine Hill Township Board of Education's actual cost paid for transportation of students to special education, schools for the handicapped, and other students who have specialized and specific transportation needs to specific destinations during the prior year.
9. Termination – The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative, in its sole discretion, may terminate this agreement at any time, without cause, by providing at least 30 days' prior written notice to the Mine Hill Township Board of Education.
10. The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Transportation Cooperative is otherwise noticed in writing to delete the pupil from the assigned route.

11. Force Majeure – No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's control.
  12. Headings - The descriptive headings in the Agreement are for convenience only and are not intended to be part of, or to affect the interpretation of, this Agreement.
  13. Entire Agreement – This agreement constitutes the entire and only agreement between the parties with respect to the subject matter of this agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. This agreement only may be amended by an instrument in writing over authorized signature.
  14. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Regional Transportation Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.
- j. WHEREAS, on March 17, 2020 due to the Mine Hill Township Board of Education closure as a result of the COVID19 virus, it was necessary to establish an emergency agreement to facilitate the feeding of students as required by the NJDOE directive,

WHEREAS, the district submitted an application to offer a **Seamless Summer Option (SSO)** with the NJ Department of Agriculture. This is a separate and distinct program compared to the traditional contract in place between Mashios and the District, therefore an emergency procurement and contract modification due to the Coronavirus was warranted,

WHEREAS, On March 23, 2020 the Mine Hill BOE and the Dover BOE agreed that the Canfield Avenue School would become a feeding site for both Mine Hill and Dover Students for the remaining of the school year. Agreement was made due to the fact that both districts currently have a send received relationship for Middle and High school students and the location was ideal for family members to attain lunches. Dover would feed the children using their FSMC (Pomptonion), Mine Hill would submit for reimbursement and Dover would bill Mine Hill for the students served at this location. \*Pending on signed contract from Dover Board of Education\*

THEREFORE, LET IT BE RESOLVED that the Mine Hill Township Board of Education approve the Emergency Procurement Request to include the addition of the Seamless Summer Option (SSO) for the period of March 23, 2020 to June 19, 2020.

Motion of: Karen Bruseo Seconded by: Katie Bartnick

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Brian<br>Homeyer | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|------------------|-----------------|------------------------|--------------------|
| 6-1               | Yes               | Yes             | Yes             | Abstain          | Yes             | Yes                    | Yes                |

## 15. INSTRUCTION & CURRICULUM

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to submit the application and accept the **2020-2021 IDEA grants** as listed below. (Application available in the business office)

| <u>IDEA</u> | <u>Amount</u> |
|-------------|---------------|
| Basic       | \$106,041     |
| Preschool   | \$3,297       |

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to submit the application through the **Elementary and Secondary Education Act (ESEA) for the 2020-2021 school year** as listed below. (Application available in the business office)

| <u>ESSA</u> | <u>Amount</u> |
|-------------|---------------|
| Title I     | \$82,554      |
| Title IIA   | \$16,764      |
| Title III   | \$ 2,333      |
| TOTAL       | \$101,651     |

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to submit the application and accept the **2020-2021 CARES Act** in the amount of \$62,418.00. (Application available in the business office)
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **Title Programs for the 2020-2021 school year**:

| Position               | Name         | Hours                        | Compensation             | Program   |
|------------------------|--------------|------------------------------|--------------------------|-----------|
| Program Administrator  | Adam Zygmunt | 2020-21 school year          | \$3,902.00               | Title I   |
| Program Administrator  | Adam Zygmunt | 2020-21 school year          | \$564.00                 | Title IIA |
| Jump Ahead Supervision | Lilly Conroy | 1.25 hrs/week up to 32 weeks | \$18.35/hour             | Title I   |
| Reading Teacher        | Beth Ondish  | 2020-21 school year          | \$57,628 + \$21,711 TPAF | Title I   |
| Parent Meeting's       | Beth Ondish  | Fall 1 hour & Spring 1 hour  | \$37.00/hour             | Title I   |

(At this time employment and payment are contingent upon the status of school closures, enrollment numbers and state funding.)

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2020-2021 out of district placement** as follows:

| Student SID | School                     | School Year Tuition inc. ESY if applicable | Dates              | Aides or Services | Contract to BOE |
|-------------|----------------------------|--|--------------------|-------------------|-----------------|
| 3882306147  | Marie V. Duffy Elementary  | **   | 7/1/2020-6/30/2021 | **                |                 |
| 3449821640  | Mount Carmel Guild Academy | **   | 7/1/2020-6/30/2021 | **                |                 |
| 9885295431  | Montgomery Academy         | \$65,602.80 SY Only                        | 7/1/2020-6/30/2021 | N/A               | X               |
| 9271750256  | Sage Day School            | \$64,620.00 SY Only                        | 7/1/2020-6/30/2021 | N/A               | X               |
| 4793055462  | Windsor Learning Center    | \$62,790.00 SY and ESY                     | 7/1/2020-6/30/2021 | N/A               | X               |
| 5010210394  | Morris Knolls H.S.         | **   | 7/1/2020-6/30/2021 | **                |                 |
| 2874589379  | Commission for the Blind   | \$2,100.00                                 | 7/1/2020-6/30/2021 | N/A               | X               |

|            |                                   |                           |                    |     |   |
|------------|-----------------------------------|---------------------------|--------------------|-----|---|
| 1515495106 | Inclusive Learning Academy        | **                        | 7/1/2020-6/30/2021 | N/A |   |
| 6619824750 | New Beginnings                    | \$83,462.28<br>SY and ESY | 7/1/2020-6/30/2021 | N/A | X |
| 4108640816 | Morris Knolls H.S.<br>MD Program  | **                        | 7/1/2020-6/30/2021 | **  |   |
| 3601487446 | Morris Knolls H.S.<br>LLD Program | **                        | 7/1/2020-6/30/2021 | **  |   |

\*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: Jennifer Waters

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Brian<br>Homeyer | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|------------------|-----------------|------------------------|--------------------|
| 6-1               | Yes               | Yes             | Yes             | Abstain          | Yes             | Yes                    | Yes                |

## 16. 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 **Jessica Asaro as a full-time Teacher, BA +18 Step 5**, at an annual salary of \$58,453.00 with benefits, for the 2020-2021 school year. (To be paid out of account number: 11-120-100-101-00-100)
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Kellie Savona as a full-time Teacher, MA +18 Step 10**, at an annual salary of \$71,376.00 with benefits, for the 2020-2021 school year. (To be paid out of account number: 11-120-100-101-00-100)
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Nicole Torrey as a full-time Teacher, BA Step 1**, at an annual salary of \$55,528.00 with benefits, for the 2020-2021 school year. (To be paid out of account number: 11-120-100-101-00-100)
- d. RESOLVED, that the Board of Education approves payment to **Lee Nittel**, for completing his **merit goal, Strategic Planning** \$3,340.58, as per his 2018-2019 employment contract. (To be paid out of account #: P1-000-230-100-00-100)
- e. 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 2019-2020 employment contract. (To be paid out of account #: 11-000-221-104-00-100)

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **dissolve the Attendance Officer and Bonded Security Officer positions** at the close of the current 2019-2020 school year.
- g. WHEREAS, the Board and Mr. Nittel are parties to an employment contract dated July 1, 2017 through June 30, 2022; and

WHEREAS, the parties have agreed to mutually rescind that contract and enter into **a new five (5) year contract from July 1, 2020 through June 30, 2025**; and

NOW, THEREFORE, BE IT RESOLVED that, with the consent of Mr. Nittel, the Board of Education hereby rescinds Mr. Nittel's current employment contract and with the approval of the Executive County Superintendent of Schools, in accordance with *N.J.A.C. 6A:23A-3.1*, the Board of Education approves a new five-year Contract of Employment for Mr. Nittel effective July 1, 2020 through June 30, 2025, at initial annual salary of \$157,110.00 with 2% salary increases in each year thereafter; and

BE IT FURTHER RESOLVED, that effective July 1, 2020, the 2020-2025 contract shall supersede and replace the 2017-2022 contract that the Board has rescinded; and

BE IT FINALLY RESOLVED, that the Board President is authorized to execute the contract on behalf of the Board.

Motion of: Jennifer Waters      Seconded by: Srinivasa Rajagopal

| Roll Call Vote | Katie Bartnick | Karen Bruseo | Peter Bruseo | Brian Homeyer | Diane Morris | Srinivasa Rajagopal | Jennifer Waters |
|----------------|----------------|--------------|--------------|---------------|--------------|---------------------|-----------------|
| 7-0            | Yes            | Yes          | Yes          | Yes           | Yes          | Yes                 | Yes             |

## 17. POLICY, OPERATIONS & PUBLIC RELATIONS

*Committee of a whole*

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

| <u>Policy #</u> | <u>Policy Title</u>  |
|-----------------|--|
| P1649           | Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) (M) (New) |
| P2270           | Religion in the Schools (Revised)  |
| P2431.3         | Heat Participation Policy for Student-Athlete Safety (M) (Revised)           |
| P2622           | Student Assessment (M) (Revised)   |
| P5111           | Eligibility of Resident/Nonresident Students (M) (Revised)                   |
| P5200           | Attendance (M) (Revised)   |
| P5320           | Immunization (Revised)   |
| P5610           | Suspension (M) (Revised)   |
| P5620           | Expulsion (M) (Revised)  |
| P8320           | Personnel Records (M) (Revised)  |

- b. RESOLVED, that the Board of Education approves the following **Regulations**:

| <u>Regulation #</u> | <u>Regulation Title</u>                                    |
|---------------------|--|
| R5111               | Eligibility of Resident/Nonresident Students (M) (Revised) |
| R5200               | Attendance (M) (Revised)                                   |
| R5320               | Immunization (Revised)                                     |
| R5610               | Suspension Procedures (M) (Revised)                        |
| R8320               | Personnel Records (M) (Revised)                            |

- c. WHEREAS, the Board of Education elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3.

WHEREAS, In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- a. No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- b. Toilet facilities shall be readily accessible, and the toilet room and signage shall be visible to the child from the classroom door;
- c. Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

WHEREAS, the Board of Education will be retrofitting one toilet stall and one handwashing station to accommodate Kindergarten students,

WHEREAS, the Board of Education has contacted a contractor and is currently waiting for a project estimate,

THEREFORE, LET IT BE RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the Mine Hill Township school district to use the alternate method of compliance in accordance with **N.J.A.C. 6A:26-6.3. in lieu of individual toilet rooms for kindergarten classrooms 116 and 119.**

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the **revised Standard Operating Procedures for the 2020-2021 school year.**

Motion of: Katie Bartnick      Seconded by: Karen Bruseo

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Brian<br>Homeyer | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|------------------|-----------------|------------------------|--------------------|
| 6-1               | Yes               | Yes             | Yes             | Abstain          | Yes             | Yes                    | Yes                |

## 18. BUILDING & GROUNDS

*Jennifer Waters, Srinivasa Rajagopal, Pete Bruseo*

## 19. Presidents Report

Dover Board of Education President and Mine Hill Board of Education President have an open communication with relevant items pertaining to the Mine Hill. Mine Hill Board President was also in communication with the Town's Mayor in regard to the High School celebration. On behalf of the Mine Hill Board President and the Board of Education the Mine Hill Board would like to acknowledge and thank the teachers of Mine Hill, they have done an outstanding job during this pandemic.

## 20. Dover Report

*Katie Bartnick, Diane Morris, Karen Bruseo*

Representative stated that there were many comments related to the SRO that was appointed, Victory Gardens attendance and the air conditioning situation in some of the schools.

## 21. MHEF Report

*Katie Bartnick, Jennifer Waters*

## 22. Liaison to the Mine Hill Township Report

*Karen Bruseo, Jennifer Waters*

## 23. Community Committee Report

*Katie Bartnick, Karen Bruseo, Diane Morris*

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MINUTES: Regular Meeting – June 29, 2020

*"We envision all learners maximizing their potential to be innovators, global thinkers and lifelong learners."*

**24. Old Business – N/A**

**25. New Business – N/A**

**26. Public Discussion – N/A**

**27. Executive Session – 9:25 p.m.**

Motion of: Karen Bruseo      Seconded by: Srinivasa Rajagopal

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Brian<br>Homeyer | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|------------------|-----------------|------------------------|--------------------|
| 6-1               | Yes               | Yes             | Yes             | Abstain          | Yes             | Yes                    | Yes                |

**28. Return to Public Session – 9:58 p.m.**

**29. Adjournment**

On the motion of Srinivasa Rajagopal seconded by Jennifer Waters the board adjourns the meeting at 10:00 p.m.

| Roll Call<br>Vote | Katie<br>Bartnick | Karen<br>Bruseo | Peter<br>Bruseo | Brian<br>Homeyer | Diane<br>Morris | Srinivasa<br>Rajagopal | Jennifer<br>Waters |
|-------------------|-------------------|-----------------|-----------------|------------------|-----------------|------------------------|--------------------|
| 7-0               | Yes               | Yes             | Yes             | Yes              | Yes             | Yes                    | Yes                |

Respectfully submitted,

***C. Rodriguez***

Carolina Rodriguez

Business Administrator/Board Secretary