

**MINE HILL BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
October 26, 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	Absent	Srinivasa Rajagopal	Yes
Peter Bruseo	Absent	Jennifer Waters	Arrived at 6:35 pm
Brian Homeyer	Yes		

**4. Executive Session**

On the motion of Brian Homeyer seconded by Katie Bartnick at 6:34 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 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.***

Motion of: Brian Homeyer

Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	Yes	Yes	Yes

**5. Regular Session – 7:02 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 **executive session minutes** of the meeting held on **September 28, 2020**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **September 28, 2020**.
- c. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **October 5, 2020**.

Motion of: Brian Homeyer

Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-1	Yes	Absent	Absent	Yes	Yes	a & b – Abstain	Yes
5-0	Yes	Absent	Absent	Yes	Yes	c. Yes	Yes

9. **Correspondence**

10. **Superintendent’s Report**

- Health emergency update
- Halloween cancellation
- New Commissioner of Education
- QSAC year for Mine Hill School
- School Pictures
- Notification regarding holiday and traveling out of state
- December 9, 2020 first day of 2<sup>nd</sup> trimester
- Dover will remain remote until January 2021 at which point the Dover Board of Education will reassess

11. **Presentations / Report**

- Custodial Staff - Certificate of Appreciation

12. **Business Administrator’s Report**

- Mine Hill Board of Education June 30, 2020 Audit has commenced
- Food Service Management Company Maschio’s will be introducing the new Area Supervisor Sherry Toscano on 10/28/2020 to the Administration.

13. **Public Discussion**

- Cindy Pyrzynski: New school year has taken some time to get adjusted to, however; teachers are doing a great job adjusting to the new teaching environment.
- Mrs. Gulley: Would like to acknowledge the Teachers for their hard work managing both virtual and in person instruction.

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 **September 2020 payroll** in the amount of \$325,106.48 (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 \$451,950.32.

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)	\$373.77
Student Activity Fund (Canfield School Account)	\$0.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the submission of the **Annual Maintenance Budget Amount Worksheet (M-1) and the Comprehensive Maintenance Plan** for the district to the Interim Executive County Superintendent for the 2019-2020, 2020-2021 and 2021-2022 school years.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to accept the **2020-2021 Coronavirus Relief Fund Grant** in the amount of \$31,155.00.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **purchase of the following** as referenced in the Tech Plan:  
Purchase of twelve (12) BenQ 4K UHD 75" Education Interactive Flat Panel Displays and installation in the amount of \$40,140.00 through Ed Data contract #9830.  
Account #: 12.000.100.730.00.000. (To be installed in rooms: 102, 103, 105, 107, 108, 109, 110, 127, 200, 213, 214, 218)
- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of September**, which is attached and made part of this resolution by reference.
- f. 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 September** 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.

Motion of: Srinivasa Rajagopal

Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	Yes	Yes	Yes

## 15. INSTRUCTION & CURRICULUM

*Committee of a whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **out of district placement for the 2020-2021 school year**, as per Dover's CST.

Student ID	School District	School Year Tuition	Dates	Aides or Services	Contract to BOE
5010210394	Morris Knolls High School*	\$20,894.00	7/1/2020 - 6/30/2021	Resource Center Services: \$8,711.00 Clinical Services: \$14,072.00	X

*\*Previously approved at a different rate*

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

Student ID	School District	School Year Tuition	Dates	Aides or Services	Contract to BOE
8694975161	Katherine D. Malone Elementary School	\$31,355.00	9/29/20 - 6/23/21	Aide: \$26,240.00 Speech \$1,440.00	X

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Technology Plan for the 2020-2023 school years**.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **Curriculum for the 2020-21 school year**:

Subject	Grade Level
Art	PreK-4
ELA	K-6
Health	PreK-6
Library	PreK-4
Math	K-6
Music	PreK-6
Physical Education	K-6
Pre-K	PreK
Recess	K-6
Science	1-6
Social Studies	1-6
Technology	K-6
World Language (Spanish)	K-6
21 <sup>st</sup> Century Life and Careers	K-6

Motion of: Katie Bartnick

Seconded by: Brian Homeyer

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	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 **Medical Leave** for employee number 4205 beginning September 11, 2020 using accumulated sick days.
- b. WHEREAS, the Board of Education on September 28, 2020 approved the 2020-2021 Merit Goals for Carolina Rodriguez;

WHEREAS, previously approved Qualitative Goal needed to be revised as per County Superintendent recommendation. Once revision is approved by the Board the Qualitative Goal along with the previously approved merit goals will be submitted to the County Superintendent for re-approval.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education approves the **amended 2020-2021 Merit Goals for Carolina Rodriguez** as per contract.

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointment of **Substitute(s) for the 2020-21 school year** as indicated below at the following rates:

Teacher Certificate: \$95/day  
 Substitute Credentials: \$90/day  
 Aide: \$70/day

SUBSTITUTE’S NAME	TEACHER CERT.	SUB CRED.	AIDE
Anthony Bonafede	X		X
Dina Cuccaro			X

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves a position and hourly change for **Linda Beatty from a Cafeteria Aide at 1.5 hours/day to a Classroom Aide at 3.5 hours/day** at a prorated salary of \$8,762.00 per year beginning October 21, 2020.

Motion of: Jennifer Waters      Seconded by: Brian Homeyer

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	Yes	Yes	Yes

**17. POLICY, OPERATIONS & PUBLIC RELATIONS**

*Committee of a whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Health and Safety Evaluation of School Building checklist Statement of Assurance** for the 2020-2021 school year (Available for review in the business office)
- b. RESOLVED, that the Board of Education approves the following **Policies** for **Second Reading**:  

<u>Policy #</u>	<u>Policy Title</u>
2464	Gifted and Talented Students
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **revisions** to the **2020-2021 School Year Calendar** as follows:  

November 2-4, 2020 12:30 dismissal for Parent/Teacher Conferences change to  
November 23-24, 2020 12:30 dismissal for Parent/Teacher Conferences
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2020-2021 Uniform Memorandum of Agreement between Education and Law Enforcement Officials** (Documents available for review in the business office).
- e. RESOLVED, that the Board of Education approve the **District and Board goals** for the 2020-2021 school year.

Motion of: Brian Homeyer

Seconded by: Katie Bartnick

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	Yes	Yes	Yes

**18. BUILDING & GROUNDS**

*Jennifer Waters, Srinivasa Rajagopal, Pete Bruseo*

The Committee discussed the Facility Assessment projects and the key priorities of what the District would like to do with the Bond Referendum. A prioritization of the projects will be done and presented to the Committee and once it is approved it will be sent to the State for approval.

**19. Presidents Report**

The Board President recommended that the Board complete the Board self-evaluation. Self-evaluation will allow the Board of Education to attain credits towards the Board Certification program.

**20. Dover Report**

*Katie Bartnick, Diane Morris, Brian Homeyer*

The Dover Board of Education announced that they will remain with virtual instruction until January 2021. The Dover Board of Education contacted the Mine Hill Board of Education Board President to set up a Community Committee Meeting. Dover Superintendent would like to do a presentation at the Mine Hill Township Board of Education, Mr. Nittel will reach out to schedule the date and time of the presentation. SRO officers will be replaced with Class 3 officers.

**21. MHEF Report**

*Katie Bartnick, Jennifer Waters*

The MHEF will be re-evaluating the program due to COVID 19.

**22. Liaison to the Mine Hill Township Report**

*Karen Bruseo, Jennifer Waters*

Fireworks may need to be cancelled due to the weather forecast. Mine Hill Township will be holding a food collection.

- 23. **Community Committee Report**     *Katie Bartnick, Karen Bruseo, Diane Morris*  
N/A
- 24. **Old Business**  
N/A
- 25. **New Business**  
N/A
- 26. **Public Discussion**  
N/A
- 27. **Executive Session**  
N/A
- 28. **Return to Public Session -**  
N/A
- 29. **Adjournment**

On the motion of Katie Bartnick seconded by Brian Homeyer, the board adjourns the meeting at 8:29 p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Absent	Absent	Yes	Yes	Yes	Yes

Respectfully submitted,

***C. Rodriguez***

Carolina Rodriguez

Business Administrator/Board Secretary