

**MINE HILL BOARD OF EDUCATION
MINUTES
REGULAR MEETING
March 15, 2021**

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 15, 2021 and the Randolph Reporter on January 21, 2021 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

Jennifer Antoncich	Yes	Yes	Diane Morris	Yes	Yes
Katie Bartnick	Yes	Yes	Srinivasa Rajagopal	Yes	Yes
Peter Bruseo	Arrived 6:45 p.m.	Yes	Jennifer Waters	Yes	Yes
Brian Homeyer	Yes	Yes			

4. Executive Session

On the motion of Diane Morris seconded by Katie Bartnick at 6:31 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: Diane Morris

Motion of: Brian Homeyer

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

5. **Regular Session – 7:00 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 **February 22, 2021**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **February 22, 2021**.

Motion of: Brian Homeyer

Motion of: Diane Morris

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

9. **Correspondence – N/A**

10. **Superintendent’s Report**

11. **Presentations / Report**

- Preliminary Budget FY 2021-2022

12. **Business Administrator’s Report**

- SEC Financial Disclosure Form

13. **Public Discussion**

- Mrs. Gulley – Dover High Class of 2021 scholarship awards.
- Cindy Pyrzyński – Family night (STEM night)

14. **FINANCE**

Srinivasa Rajagopal, Brian Homeyer, Jennifer Antoncich

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **February 2021 payroll** in the amount of \$324,451.47. (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 \$575,308.66.

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)	\$0.00

b. PRELIMINARY BUDGET RESOLUTION

BE IT RESOLVED that the tentative budget be approved for the 2021-2022 school year using the 2021-2022 state aid figures and the Secretary to the Mine Hill Township Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2021-2022 TOTAL	\$10,789,321	\$217,911	\$198,354	\$11,205,586
EXPENDITURES LESS: ANTICIPATED	\$3,431,070	\$217,911	\$-0-	\$3,648,981
REVENUE TAXES TO BE RAISED	\$7,358,251	\$-0-	\$198,354	\$7,556,605

And, to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law;

AND a public hearing on the budget for the 2021-2022 school year will be held at Canfield Avenue School, 42 Canfield Avenue, Mine Hill, New Jersey 07803 on April 26, 2021 at 7:00 p.m.

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of **\$15,600** for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 is **\$15,600**, of which **\$200** has been spent and **\$819** is encumbered to date.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but

deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of **\$15,600** for all staff and board members for the 2021-2022 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

CAPITAL RESERVE

Capital Reserve Account Withdrawal: **\$161,000**

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$161,000 for:

- Security Camera Project - \$47,000
- Security Vestibule - \$42,000
- LED Signage - \$35,000
- Clock System - \$17,000
- Electrical Project - \$20,000

PROFESSIONAL SERVICE

WHEREAS, N.J.A.C. 6A:23a:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Architecture/Engineering	\$5,000
Legal	\$15,000
Audit	\$24,000
Physician	\$4,000
TOTAL	\$48,000

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Mine Hill Township Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2021-2022 school year.

TUITIONS

RESOLVED, to approve the tuition rates for the 2021-2022 school year as follows:

Preschool/K	\$19,482
Grades 1-5	\$18,578
Grades 6-8	\$17,860
Special Education MD	\$67,134

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the submittal of the amended application and to accept the **2020-2021 CARES Act** additional funding of \$3,410 bringing the total allocation to \$65,828. (Original Application and Amended Application available in the Business Office)
- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the cooperative purchasing with Hertz Furniture through contract number ESCNJ bid 20/21-01 Contract 65MCESCCPS for the purpose of **purchasing furniture** in the amount of \$37,720.85 for the **STEAM Lab as per the Boards 2020-21 goals**. Acct #: 11.190.100.610.50.510.

Motion of: Srinivasa Rajagopal

Motion of: Brian Homeyer

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
7-0	Yes Abstained from check #: 21927 check #: 21947	Yes	Yes Abstained from check #: 21942	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 accepts the **donation from Staples** of two-hundred ten (210) “Kickstart 2021 School Supply Bags” containing hand sanitizer, pocket folders, crayons, and colored pencils.

Motion of: Brian Homeyer

Motion of: Diane Morris

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
7-0	Yes	Yes	Yes	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 **Sarah Morris, a student at Caldwell University**, to conduct three observation hours with Mr. Richardson, as per college requirements.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Amirah Ibrahim, a student at Centenary University**, to conduct fifteen weeks of clinical experience and student teaching with Miss Cicchino during the 2021-22 school year.

Motion of: Katie Bartnick

Motion of: Srinivasa Rajagopal

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	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 Second Reading:**

<u>Policy #</u>	<u>Policy Title</u>
P0145	Board Member Resignation and Removal (M) (Revised)
P0164.6	Remote Public Board Meetings During A Declared Emergency (M) (New)
P1643	Family Leave (M) (New)
P2415	Every Student Succeeds Act (M) (Revised)
P2415.01	Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
P2415.02	Title I – Fiscal Responsibilities (M) (Revised)
P2415.03	High Qualified Teachers (M) (Abolished)
P2415.05	Student Surveys, Analysis, and/or Evaluations (M) (Revised)
P2415.20	Every Student Succeeds Act Complaints (M) (Revised)
P3431.1	Family Leave (M) (Abolished)
P4431.1	Family Leave (M) (Abolished)
P3431.3	New Jersey Family Leave Insurance Program (Abolished)
P4125	Employment of Support Staff Members (M) (Revised)
P4431.3	New Jersey Family Leave Insurance Program (Abolished)
P5330.01	Administration of Medical Cannabis (M) (Revised)
P6360	Political Contributions (M) (Revised)
P7425	Lead Testing of Water in Schools (M) (Revised)
P7430	School Safety (M) (Abolished)
P8330	Student Records (M) (Revised)
P9713	Recruitment by Special Interest Groups (M) (Revised)

Motion of: Jennifer Waters

Motion of: Katie Bartnick

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

18. BUILDING & GROUNDS

Pete Bruseo, Brian Homeyer, Jennifer Waters

N/A

19. Presidents Report

- Set-up timeline for Superintendent evaluation to complete by June 2021. Business Administrator will forward a copy of Superintendents executive skills documents via email.

- 20. **Dover Report** *Katie Bartnick, Brian Homeyer, Srinivasa Rajagopal*
 - Dover is looking to going back Hybrid April 12th.
- 21. **MHEF Report** *Jennifer Antoncich, Katie Bartnick*
- 22. **Liaison to the Mine Hill Township Report** *Jennifer Antoncich, Jennifer Waters*
N/A
- 23. **Community Committee Report** *Katie Bartnick, Brian Homeyer, 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 Jennifer Waters seconded by Jennifer Antoncich, the board adjourns the meeting at 8:19 p.m.

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

Respectfully submitted,
Carolina Rodriguez
 Carolina Rodriguez, SBA
 Board Secretary