

**MINE HILL BOARD OF EDUCATION
MINUTES
REGULAR MEETING
June 28, 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	Diane Morris	Yes
Katie Bartnick	Yes	Srinivasa Rajagopal	Absent
Peter Bruseo	Arrived at 6:50 p.m.	Jennifer Waters	Arrived at 7 p.m.
Brian Homeyer	Left at 6:50 p.m.		

4. Executive Session

On the motion of Katie Bartnick seconded by Jennifer Antoncich 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: Katie Bartnick

Motion of: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Yes	Yes	Absent	Yes	Absent	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 **June 7, 2021**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 7, 2021**.

Motion of: Katie Bartnick

Motion of: Jennifer Antoncich

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

9. **Correspondence**

10. **Superintendent's Report**

- Reopening plan for the 21-22 School Year

11. **Presentations / Report**

- 2020-21 Teacher of the Year - Jessica Cicchino
- 2020-21 Paraprofessional of the Year - Kelsey Alpaugh
- 2019-20 Teacher of the Year - Susan Day
- 2019-20 Paraprofessional of the Year - Lisa Van Ness

12. **Business Administrator's Report**

- ESSER II & III
- EOY Closing
- E-Rate SY 21-22

13. **Public Discussion**

- Nancy Gulley- acknowledge the hard work Teachers performed during the 2020-21 school year.

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 **May 2021 payroll** in the amount of \$328,855.66, (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 \$719,090.24;

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)	\$3,922.37

- b. WHEREAS, the Board of Education, due to COVID 19 has had to temporarily add an **additional Part Time Custodian** to assist in the cleaning and sanitizing during the lunch periods for the 2021-2022 school year;

WHEREAS, the current shared services agreement with Roxbury for Custodial services could not be amended and billing of the additional Part Time Custodian will be billed as a supplemental cost due to the fact that the position is temporary;

WHEREAS, Administration solicited quotes for the services and has recommended the District approve Pritchard. The supplemental billing invoice for the additional Part Time Custodian would be paid using ESSER II funds;

THEREFORE BE IT RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the additional temporary **Part Time Custodian with Pritchard** effective September 1, 2021 for the 2021-22 school year for a monthly cost of \$2,246.27 not to exceed \$26,955.29.

- c. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Joint Transportation Agreement with Rockaway Township BOE** for Transportation Services for field trips at a rate of \$70/hour for the 2021-2022 school year.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the agreement for **Home Care Therapies, LLC dba Horizon Healthcare Staffing for substitute School Nursing** for the 2021-2022 school year on an as-needed and as-requested basis at the hourly rate of \$26/hour as per the contract which shall remain on file in the business office. 11.000.213.100.00.101.
- e. RESOLVED that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Bayada Home Health Care, Inc. for Substitute School Nursing** for the 2021-2022 school year on an as-needed as-requested basis at a rate of \$63.00/hour for RN services, in accordance with the contract which shall remain on file in the business office. To be paid out of 11.000.213.100.00.101.
- 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 2021-2022 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 **Health and Environmental Safety Services Agreement between the Educational Services Commission of Morris County and the Mine Hill Township Board of Education** for the 2021-2022 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 \$2,550.00.

- h. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **sixth-grade rollover balance** in the amount of \$1,803.57 to be donated to future sixth grade classes.
- i. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the purchase of 110 Chromebooks and warranty for 2nd and 4th grade students through CDW-G in the amount of \$39,192.10 through the Educational Services Commission of NJ 65MCESCCPS #ESCNJ18/19-03(18/19-03). To be funded through the Elementary and Secondary School Emergency Relief (ESSER II) Fund.
- j. WHEREAS, that the Board of Education conducted a bid opening on June 22, 2021 for the **HVAC Upgrades at Canfield Avenue School - Phase 3 Project No 3796;**

RESOLVED, that a total of two (2) bids were received for this contract:

- | | |
|-----------------|-----------|
| 1. C. Dougherty | \$730,000 |
| 2. EACM Corp | \$844,450 |

BE IT FURTHER RESOLVED, that the following alternates were selected: Alt-1 State the cost difference to the Base Bid to provide and install new ceiling and light fixtures as indicated in the Construction Documents. Based upon acceptance of the above, the revised contract amount would be as follows:

Name of Bidder	C. Dougherty	EACM Corp.
Base Bid	\$730,000.00	\$844,450.00
Alternate 1	\$160,000.00	\$134,500.00
Total Amount	\$890,000.00	\$978,950.00

THEREFORE, BE IT RESOLVED, that based on Architect and pending attorney review, it is recommended that all project work for HVAC upgrades at Canfield Avenue School Phase 3 be awarded to **C. Dougherty in the amount of \$890,000.**

- k. 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 2021-2022 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
Avaya Inc.	80802	T1316 - Telecommunications Equipment & Services
CDW Government LLC	20-TELE-01511	T3121 – Software Reseller Services
Cisco - New Era Technology NJ, Inc..	21-TELE-01506	M7000 – Data Communication Products & Services
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 & Camera Imaging Detection Systems
Lenovo US	40121	M0483 – Computer Equipment Peripherals Related Services

Motion of: Jennifer Antoncich Motion of: Katie Bartnick

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Yes Abstained from 14a – 1 check	Yes	Absent	Yes	Absent	Yes

15. INSTRUCTION & CURRICULUM

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2021-2022 out of district placement** as follows:

Student SID	School	School Year Tuition inc. ESY if applicable	Dates	Aides or Services	Contract to BOE
3449821640	Mount Carmel Guild Academy	\$61,000.00 SY and ESY	7/6/2021-6/30/2022	Aide for ESY ONLY \$2,460.00	X
9885295431	Montgomery Academy	\$77,398.00 SY and ESY	7/5/2021-6/30/2022	N/A	X
9271750256	Chancellor Academy	\$76,677.00 SY Only	9/7/2021-6/30/2022	N/A	X
4793055462	Windsor Learning Center	\$69,930.00 SY and ESY	7/6/2021-6/30/2022	N/A	X
5010210394	Morris Knolls High School	\$21,764.00 SY Only	9/1/2021-6/30/2022	Resource and Clinical Services \$25,074.33	X
2874589379	Commission for the Blind	\$2,000.00 SY Only	9/1/2021-6/30/2022	N/A	X
1515495106	Inclusive Learning Academy	\$89,100.00* SY \$10,000.00 ESY	7/2/2021-6/30/2022	N/A	ESY Contract Received SY Contract available 6/25/21
6619824750	New Beginnings	\$85,368.16 SY and ESY	7/6/2021-6/30/2022	N/A	X
4108640816	Morris Knolls High School MD Program	\$35,937.00 SY and ESY	7/2/2021-6/30/2022	Aide \$24,445.00	X
601487446	Morris Knolls High School LLD Program	\$32,485.00 SY Only	9/1/2021-6/30/2022	Aide \$24,445.00	X
8694975161	Rockaway Township	\$35,900.00 SY and ESY	7/2/2021-6/30/2022	1:1 Aide \$30,400.00 Additional Speech Services \$1,600.00	X
6647263691	Essex Valley School	\$82,018.05 SY and ESY	7/1/2021-6/30/2022	N/A	X
2874589379	Eisenhower Middle School	\$43,466.00 SY and ESY	7/6/2021-6/30/2022	Aide \$53,363.00	X

*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

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to submit the application and accept the **2021-2022 IDEA grants** as listed below.
(Application available in the business office)

<u>IDEA</u>	<u>Amount</u>
Basic	\$105,042
Preschool	\$ 3,351
Total	\$108,393

- c. RESOLVED, that the Mine Hill Board of Education accepts the recommendation of the Superintendent to approve a shared services agreement with Rockaway Borough in Morris County NJ to provide **Teacher Training/Professional Development** for the Summer 2021. Training will take place off site. The Rockaway Borough will be soliciting RFP for the Teacher Training/Professional Development for the Mine Hill Township BOE and the Roxbury Township BOE, however; each district will pay a qualified vendor separately and directly. The provided services will be Funded through the Elementary and Secondary School Emergency Relief (ESSERII) Fund.
- d. WHEREAS, on May 28, 2021 the Rockaway Board of Education advertised on the Star-Ledger the intent for Request for Proposal (RFP) for the Teacher Training Professional development for the Summer 2021 (not for certification) and all materials & supplies, for the summer of 2021 professional development for 29 teachers (from Rockaway Borough, Mine Hill and Roxbury), for 30 hours (during the week of August 16);

WHEREAS, on June 8, 2021 based upon the recommendation of the Superintendent and the Business Administrator the Rockaway Board of Education approved a contract with the "Institute for Multi-Sensory Education" to provide Orton-Gillingham Reading Methodology Teacher Training (not for certification) and all materials & supplies, for the summer of 2021 professional development for 29 teachers (from Rockaway Borough, Mine Hill and Roxbury), for 30 hours (during the week of August 16) at a cost of \$1,028.62 per participant (\$29,830.00 total award), as per their response dated June 4, 2021, advertised on May 28, 2021 in the Star-Ledger newspaper, and in compliance with Federal procurement laws;

RESOLVED, that the Mine Hill Township Board of Education approve the contract with "Institute for Multi-Sensory Education" at a cost of \$1,028.62 per teacher to be funded from through the ESSER II.

Motion of: Katie Bartnick

Motion of: Jennifer Antoncich

Roll Call Vote	Jennifer Antonicich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
5-0	Yes	Yes	Yes	Absent	Yes	Absent	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 **Robby Suarez** as the **Summer Accelerated Program Administrator** Monday through Thursday, June 28, 2021 to July 15, 2021 from 8:30 to 12:30 not to exceed four (4) hours/day at a stipend amount of \$1,630.00 to be paid for out of the ESSER funds.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **dissolve the Transportation Coordinator** at the close of the current 2020-2021 school year.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the Summer Accelerated Program Administrator **job description**.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the *revised* **job description** for the Administrative Assistant to the Superintendent to include transportation coordinator duties.
- e. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves **Sebastian Rodriguez as a Technology Support Specialist summer assistant**, July 1, 2021 through August 27, 2021 Monday through Thursday, 8:00 a.m. to 4:00 p.m. at a rate of \$13.00/hour.
- f. RESOLVED, that the Board of Education approves the recommendation of the Superintendent and accepts the **resignation** of employee #: 4422, Instructional Aide, effective June 30, 2021.
- g. RESOLVED, that the Board of Education approves payment to **Carolina Rodriguez** for completing her **merit goals** as per her 2020-2021 county approved contract.

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
5-0	Yes	Yes	Yes	Absent	Yes	Absent	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 **Standard Operating Procedures for the 2021-2022 school year**.
- b. RESOLVED, that the Board of Education approves the following **Policies** for **First Reading**:

<u>Policy #</u>	<u>Policy Title</u>
P0131	Bylaws, Policies, and Regulations (Revised)
P1521	Educational Improvement Plans (M) (Abolished)
P1649	Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished)
P3134	Assignment of Extra Duties (Revised)
P3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
P3221	Evaluation of Teachers (M) (Revised)
P3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)

P4146 Nonrenewal of Nontenured Support Staff Member (Revised)
P6471 School District Travel (M) (Revised)
P8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

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

<u>Regulation #</u>	<u>Regulation Title</u>
R3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
R3221	Evaluation of Teachers (M) (Revised)
R3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
R3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
R3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
R4146	Nonrenewal of Nontenured Support Staff Member (Revised)
R6471	School District Travel (M) (Revised)

Motion of: Peter Bruseo

Motion of: Katie Bartnick

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

18. BUILDING & GROUNDS

Pete Bruseo, Brian Homeyer, Jennifer Waters

N/A

19. Presidents Report

20. Dover Report

Katie Bartnick, Brian Homeyer, Srinivasa Rajagopal

21. MHEF Report

Jennifer Antoncich, Katie Bartnick

N/A

22. Liaison to the Mine Hill Township Report

Jennifer Antoncich, Jennifer Waters

- Mr. Dave Bloom is moving. Township will need to look for a new representative.

23. Community Committee Report

Katie Bartnick, Brian Homeyer, Diane Morris

N/A

24. Old Business - N/A

25. New Business

- Dover High School graduation

26. Public Discussion

27. Executive Session – N/A

28. Return to Public Session – N/A

29. Adjournment

On the motion of Jennifer Antoncich seconded by Katie Bartnick, the board adjourns the meeting 7:56 p.m.

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

Respectfully submitted,

C. Rodriguez

Carolina Rodriguez, RSBA
Board Secretary