

**MINE HILL BOARD OF EDUCATION  
AGENDA  
REGULAR MEETING  
July 26, 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, the Randolph Reporter on January 21, 2021 and the time change was advertised in the Daily Record on July 17, 2021. 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	Absent	Srinivasa Rajagopal	Yes
Peter Bruseo	Arrived at 6:30 p.m.	Jennifer Waters	Yes
Brian Homeyer	Arrived at 5:15 p.m.		

Recess at 6:17 p.m. on the motion of Srinivasa Rajagopal seconded by Brian Homeyer

**4. Executive Session**

On the motion of Srinivasa Rajagopal seconded by Brian Homeyer at 6:30 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: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	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 **June 28, 2021**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 28, 2021**.

Motion of: Peter Bruseo    Seconded by: Jennifer Antoncich

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

9. **Correspondence**

10. **Superintendent's Report**

- Reopening plan (Masks/no masks)
- Report of the end of the Summer Acceleration Program and Special Education ESY

11. **Presentations / Report**

- HIB Presentation
- Bond Referendum Presentation

12. **Business Administrator's Report**

- HVAC project update

13. **Public Discussion**

- Mayor Sam Morris- reported on the status of the ROD Grand that was submitted for the fields. Rod grand is still not approved.
- Bret Coronado – Bond referendum project information.

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 **June 2021 payroll** in the amount of \$361,085.67,

(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 \$239,656.18;

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. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the months of May and June 2021**, 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 **months of May and June 2021** are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Treasurer and Board Secretary Reports** above referenced reports and certifications subject to reconciliation of the secretary's report with the statements of cash position and reconciliation report when received, and orders that it be attached to and made part of the record of this meeting; and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6A:23-2.11(c)4, the board of Education certifies that, after review of the board secretary's and statements of cash position and reconciliation monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract with **Jeffrey A. Oster, Private Investigator to conduct residence verification** at a rate of \$48.00 per hour and .58¢ per mile for the 2021-2022 school year.
- e. WHEREAS, that the Board of Education accepts the recommendation of the Business Administrator and approves the *revised* purchase of **Technology for staff upgrades** as previously approved on April 26, 2021,

WHEREAS, the previously approved items were not available, the following replaces that order, 38 Lenovo Systems, Licenses, Warranty

RESOLVED, that the Board of Education approves the purchase through CDW-G in the amount of \$34,260.04 through State NJ State Approved Co-op #- 65MCESCCPS Contract for Technology Supplies and Services #ESCNJ18/19-03(18/19-03). Account # 11.190.100.610.50.518.

- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the purchase for a Principal upgrade of 1 MacBook Pro, MacBook protective case, 3-year AppleCare, Adaptor and Cable through Apple, Inc State approved contract ESCNJ 18/19-67 in the amount of \$2,873.95.

- g. WHEREAS, that the Board of Education previously awarded on June 28, 2021 project No 3796, for the **HVAC Upgrades at Canfield Avenue School - Phase 3**, with base bid and alternate pricing;

WHEREAS, based on the recommendation of the Administration and Architect, alternate bid will no longer be needed,

THEREFORE, BE IT RESOLVED, that the Mine Hill Board of Education approves the contract revision for HVAC upgrades at Canfield Avenue School - Phase 3 from \$890,000.00 to \$730,000.00 to **C. Dougherty**.

Motion of: Srinivasa Rajagopal

Seconded by: Jennifer Antoncich

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	Yes	Yes	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 and accept the application through the **Elementary and Secondary Education Act (ESEA) for the 2021-2022 school year** as listed below. (Application available in the business office)

<u>ESSA</u>	<u>Amount</u>
Title I	\$73,079
Title IIA	\$18,947
Title III	\$ 1,597*
TOTAL	\$99,027

*\*Consortium with Lincoln Park who will receive the Title III funds.*

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **Title Programs for the 2021-2022 school year**:

Position	Name	Hours	Compensation	Program
Program Administrator	Adam Zygmunt	2021-22 school year	\$3,924.00	Title I
Program Administrator	Adam Zygmunt	2021-22 school year	\$947.00	Title IIA
Jump Ahead Supervision	Lilly Conroy	1.25 hrs/week up to 30 weeks	\$18.75/hour	Title I
Reading Teacher	Beth Ondish	2021-22 school year	\$59,065 + \$26,579 TPAF	Title I
Parent Meeting's	Beth Ondish	Fall 1 hour & Spring 1 hour	\$37.00/hour	Title I

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **updated curriculum** as follows:

Subject	Grades
ELA	K-6
Math	K-6
Science	K-6
Social Studies	K-6
Art	PK-4
Health & P.E.	PK-6
Music	PK-6
World Language	1-6
Library	PK-4
STEM - Technology	K-6
21 <sup>st</sup> Century Life and Careers	K-6

Roll Call Vote	Jennifer Antonich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	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 **Ada Wagar as a Clerical summer assistant**, July 1, 2021 through August 27, 2021 at a rate of \$13.00/hour.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Hannah Gurmankin, Lansing Holman, Melissa Kenny, Beth Ondish**, to attend **Summer 2021 CST meetings** as needed at the hourly rate of \$37.00 as per contract.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **stipend positions for the 2021-22 school year**:

Position	Name	Hours	Compensation
Accelerated Reader 1-6	Michelle Eastman		\$717.33
Aesop Coordinator	Angela Sabatino		\$2,633.00
Afterschool Detention Monitor	Melissa Kenny	As needed	\$26.25/hour
Afterschool Detention Monitor	Robby Suarez	As needed	\$26.25/hour
After School Supervision (sheds) (if return to full day schedule)	Lansing Holman	Up to 1.5 hrs/wk	\$26.25/hour
After School Supervision (pick-up line) (if return to full day schedule)	Cindy Pyrzynski	Up to 1.5 hrs/wk	\$26.25/hour
Breakfast Monitor (8:00-8:15 am)	Danielle Wilson	Up to 1.25 hrs/week	\$26.25/hour
Curriculum Coordinator Math/Science - Grades K-3	Jessica Cicchino		\$2,927.40
Curriculum Coordinator ELA/Social Studies - Grades K-3	Melissa Gusterovic		\$2,927.40
Curriculum Coordinator Math/Science - Grades 4-6	Robby Suarez		\$2,927.40
Curriculum Coordinator ELA/Social Studies - Grades 4-6	Michelle Eastman		\$2,927.40
Curriculum Coordinator Specials - Grades K-6	Cindy Pyrzynski		\$2,927.40
Musical Director of Play	Mark Richardson		\$1,279.69
Assistant Director of Play	Robby Suarez		\$639.85
Safety Patrol	Janice Bochicchio	Not to exceed \$3,860 split between 2 advisors	\$26.25/hour
Safety Patrol	Melissa Gusterovic	Not to exceed \$3,860 split between 2 advisors	\$26.25/hour
Service Club	Amanda Mrasz		\$430.40
Six Grade Advisor	Danielle Wilson		\$1,112.27
Student Council Advisor	Jessica Cicchino		\$373.24
Student Council Advisor	Jennifer Ludwig		\$373.24
Teacher in Charge	Lauren Snarski	As needed	\$106.64/day or \$53.30/half day

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **staff members for 7 week sessions at to 1.5 hours/week not to exceed 29 sessions of after school clubs at an hourly rate of \$35.00 for the 2021-2022 school year:**

Mrs. Charlton, Mrs. Eastman, Mrs. Gusterovic, Mrs. Pyrzynski.

Mrs. Conroy as club coordinator at a rate of \$18.75/hour.

Motion of: Jennifer Waters

Seconded by: Brian Homeyer

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	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>
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)

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Integrated Pest Management Plan** evaluated by the IPM coordinator, Mr. Zygmunt in coordination with Mr. Cortes, Mrs. Rodriguez and Mr. Nittel. No changes were made to the IPM plan, and the recommendation is made to accept and implement the IPM plan for the **2021-22 school year**. (Available for review in the principal's office)

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2021-22 District Emergency Plan**. (Available for review in the principal's office)

Motion of: Brian Homeyer

Seconded by: Jennifer Antoncich

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes

## 18. BUILDING & GROUNDS

*Pete Bruseo, Brian Homeyer, Jennifer Waters*

N/A

**19. Presidents Report**

- Pride nights published with the NJEA “Staff highlighted”

**20. Dover Report**

*Katie Bartnick, Brian Homeyer, Srinivasa Rajagopal*

N/A

**21. MHEF Report**

*Jennifer Antoncich, Katie Bartnick*

N/A

**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**

- Bond Referendum Committee will meet to discuss what the next steps are to get information communicated about the Bond Referendum to the citizens of Mine Hill.

**26. Public Discussion**

- Jessica Cicchino - appreciates the acknowledgement of the Board.

**27. Executive Session – N/A**

**28. Return to Public Session - N/A**

**29. Adjournment**

On the motion of Jennifer Waters seconded by Srinivasa Rajagopal, the board adjourns the meeting at 7:28 p.m.

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Absent	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,

***C. Rodriguez***

Carolina Rodriguez, RSBA  
Board Secretary