

**MINE HILL TOWNSHIP BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
January 24, 2022**

**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 20, 2022, and the Randolph Reporter to be advertised on January 27, 2022, 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**

Board Member	Roll Call		Board Member	Roll Call	
Jennifer Antoncich	Yes	Yes	Diane Morris	Yes	Yes
Katie Bartnick	Yes	Yes	Srinivasa Rajagopal	Absent	
Peter Bruseo	Yes	Yes	Jennifer Waters	Arrived at 6:33 p.m.	Yes
Brian Homeyer	Yes	Yes			

**4. Executive Session**

On the motion of Brian Homeyer seconded by Katie Bartnick at 6:32 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 discuss: (select one 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 an 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 categories 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.***

**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 **December 20, 2021**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **December 20, 2021**.
- c. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **January 4, 2022**.

Motion of: Katie Bartnick

Seconded by: Peter Bruseo

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
a. & b. 6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes
c. 4-0	Yes	Yes	Abstain	Abstain	Yes		Yes

### 9. Correspondence

#### 10. Superintendent's Report

- Covid status and number of cases
- PD Training

#### 11. Presentations / Reports

- Start Strong Testing Presentation – Mr. Zygmunt

#### 12. Business Administrator's Report

- Quarterly transfer report

#### 13. Public Discussion

- Mr. Morris discussed the Recreation Open Space Grant received by the Township in the amount of \$45,000 for the installation of a soccer field in the Mine Hill BOE grounds.
- Brett Coronado – testing information
- Melissa Gusterovic- Education learning gap with the lower grades
- Cindy Pyrzynski- acknowledge the amount of work Nurse has conducted during covid
- Noreen Vetter-Briefed the board on Covid status and support

#### 14. FINANCE *Srinivasa Rajagopal, Jennifer Waters, Jennifer Antoncich*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **December 2021 payroll** in the amount of \$383,750.33, (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 \$642,226.98;

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 November and December 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 November and December 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 **Proposal for Professional Services for Electrical Upgrades** (D/R Project #:3947.) At this time, it is the opinion of DiCara Rubino that the probable construction cost is \$312,000.00. Architectural fee not to exceed \$34,500 to be paid out of Bond Referendum 2021, account #: 30.000.400.334.154.553.

**FEE PROPOSAL:**

The fee for professional services as outlined above will be a lump sum of **\$29,500.00** with the following breakdown:

A. Schematic Development. ....	\$ 4,500.00
B. Construction Documents. ....	\$17,500.00
C. Bidding& Award .....	\$ 1,500.00
D. Contract Administration .....	\$ 6,000.00

*Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, mileage, photocopies, printing, plotting, and facsimiles and will be invoiced at 1.15 times the expense.*

Reimbursable Expenses	\$ 5,000.00 (Budgeted)
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- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Proposal for Professional Services for Renovations** (D/R Project #3944). At this time, it is the opinion of DiCara Rubino that the probable construction cost is \$2,034,000.00. Architectural fee not to exceed \$173,000 to be paid out of Bond Referendum 2021, account #: 30.000.400.334.06.553, 30.000.400.334.08.553, 30.000.400.334.10.553, 30.000.400.334.12.553, 30.000.400.334.13.553, 30.000.400.334.14.553.

**FEE PROPOSAL:**

The fee for professional services as outlined above will be a lump sum of **\$163,000.00** with the following breakdown:

A. Schematic Development. ....	\$24,000.00
B. Construction Documents. ....	\$95,500.00
C. Bidding & Award .....	\$ 8,000.00
D. Contract Administration .....	\$32,500.00

*Reimbursable expenses are billed in addition to the fees indicated above and generally include postage, overnight mail/courier service, mileage, photocopies, printing, plotting, and facsimiles and will be invoiced at 1.15 times the expense.*

Reimbursable Expenses

\$ 10,000.00 (Budgeted)

- f. RESOLVED, that the Board of Education approves the **Horizon Dental Plan renewal contract for the period of 02/01/2022 to 06/30/2023**, renewal summary of rates as follows:

Coverage Type	Current Rate	Renewal Rate
Single	\$42.49	\$43.34
2 Adults	\$84.95	\$86.65
Family	\$135.95	\$138.67
Parent/Child	\$78.59	\$80.16

Motion of: Jennifer Antoncich

Seconded by: Brian Homeyer

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

## 15. INSTRUCTION & CURRICULUM

*Committee of a Whole*

## 16. PERSONNEL

*Committee of a Whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Substitutes** for the **2021-2022 school year** as indicated below at the following rates:

Certified Teacher: \$130/day

Substitute Credentials: \$105/day

Aide: \$87/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CERT.	AIDE
Kiara Rubiano		X	X

Motion of: Jennifer Waters

Seconded by: Brian Homeyer

Roll Call Vote	Jennifer Antonicich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
6-0	Yes	Yes	Yes	Yes	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 **Travel, Conference and Workshops** listed below:

Date(s)	Employee	Conference/Workshop Location	Registration	Travel / Tolls	Lodging / Meals	Estimated Total Expense
2/24 - 2/25/22	Mark Richardson	NJ Music Education Assoc., Atlantic City	\$95.00	\$108.00	\$184.50	\$387.50

Motion of: Katie Bartnick

Seconded by: Brian Homeyer

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

**18. BUILDINGS & GROUNDS** *Srinivasa Rajagopal, Pete Bruseo, Brian Homeyer*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2021-22 Use of Facilities** as follows:

Organization	Purpose	Room Needed	Dates
Mine Hill First Aid Squad	King of the Hill Car Show 6:30 a.m. - 5:00 p.m.	Gym, parking lot (copy room w/sink)	5/14/2022 Rain date: 5/15/2022

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	Yes	Yes	Yes	Yes	Absent	Yes

**19. Presidents Report**

- Send/Receive agreement status.
- Taxpayer communication in regards to the Bond Referendum project status.

**20. Dover Report** *Diane Morris, Katie Bartnick, Brian Homeyer*

- Dover BOE requested that Superintendent provide information regarding the amount of leaves throughout the district.
- Morris County Arts closing and provided a large donation to Dover BOE.
- Various School news.
- New appointment in the Business Office and job description.

**21. MHEF Report** *Katie Bartnick, Jennifer Antoncich*  
N/A

**22. Liaison to Mine Hill Township Report** *Jennifer Waters, Jennifer Antoncich*  
N/A

**23. Community Committee Report**  
N/A

**24. Old Business**  
N/A

**25. New Business**

- a. WHERE, New Jersey's public schools serve approximately 1.4 million children from pre-kindergarten through 12<sup>th</sup> grade; and

WHEREAS, the direction of public education in New Jersey is charted locally by individual school boards, whose 5,000 members serve as advocates for public education as they work with administrators, teachers, parents and local residents; and

WHEREAS, Boards of education provide accountability to the public, they communicate the needs of the school district to the community, and they convey to school administrators the public's expectations for the school district; and

WHEREAS, School board members receive no remuneration for their services; and

WHEREAS, the Mine Hill Township Board of Education is justly proud of the academic, athletic, and social achievements of the students in our community; and

WHEREAS, the New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members. Now, therefore, be it

RESOLVED, that the Mine Hill Township Board of Education does hereby commend the service of the Mine Hill Township Board of Education and its members to our community and its children; and

BE IT FURTHER RESOLVED, that the Mine Hill Township Board of Education proclaims January 2022 as SCHOOL BOARD RECOGNITION MONTH in Mine Hill and urges all citizens to join in recognizing the dedication of local school board members, past and present, as we work together to advance educational opportunities for our children.

Motion of: Katie Bartnick

Seconded by: Brian Homeyer

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

**26. Public Discussion – N/A**

**27. Executive Session – N/A**

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

**29. Adjournment**

On the motion of Brian Homeyer seconded by Katie Bartnick at 8:57 p.m. the Board returns to the regular session meeting.

Respectfully submitted,

***Carolina Rodriguez***

Carolina Rodriguez, RSBA  
Board Secretary