

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
May 9, 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 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	Absent	Diane Morris	Yes
Katie Bartnick	Yes	Srinivasa Rajagopal	Absent
Peter Bruseo	Absent	Jennifer Waters	Yes
Brian Homeyer	Yes		

4. Executive Session

On the motion of Brian Homeyer seconded by Katie Bartnick at 6:36 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 _____. 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	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-0	Absent	Yes	Absent	Yes	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 **April 25, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **April 25, 2022**.

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
4-0	Absent	Yes	Absent	Yes	Yes	Absent	Yes

9. **Correspondence**

10. **Superintendent’s Report**

11. **Presentations / Reports**

12. **Business Administrator’s Report**

13. **Public Discussion**

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 **payment of bills** from the General Operating Account, in the amount of \$369,586.15;
- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **withdrawal of funds** in the amount of, not to exceed \$35,800 from Capital Reserve Account to be transferred to the Capital Outlay account to fund **Change Order #1 for Room #208, removal and replacement of UV unit.**
- c. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the establishment of the Mine Hill Township School District **Petty Cash for the 2022-2023 school year** in the amount of \$750.00, with the approved signatures of the Superintendent and the Business Administrator.
- d. RESOLVED, that the Mine Hill Township Board of Education approve Jersey State Controls contract for Direct Digital Controls and/or HVAC Service Work for the **2022-2023 school year, Educational Data Services, Inc. Bid #: 9736** at the rates below:

Labor Rate Per Hour M-F 7:00 am-4:30pm	Labor Rate Per Hour Saturday & M-F before 7:00 & after 4:00	Labor Rate Per Hour Sunday or Holidays	*Discount (-) from List Price on Parts %*
\$120.00	\$180.00	\$240.00	45%

- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Joint Transportation Agreement with Sussex County Regional Cooperative** for Transportation Services for Special Education, Public/Private School, and Field trips, as needed for the 2022-2023 school year.
- f. WHEREAS, on April 30, 2018, the Board of Education accepted and approved the 5-year joint Transportation Agreement between the **Roxbury Township Board of Education and the Mine Hill Township Board of Education**, to provide transportation for Mine Hill resident students attending Dover High School, Dover Middle School, Mine Hill paid tuition students attending Roxbury High School, Mine Hill Choice students attending Roxbury High School and Eisenhower Middle School and various Field Trips;

RESOLVED, that the Board of Education approve the **transportation rates for the 2022-2023 school year** as listed below at the sum specified herein which may be adjusted based on changes to the route:

- 2 - Dover High School routes - \$36,739.84 per route
- 1 - Dover Middle School route - \$35,668.22
- 1 - Roxbury High School Choice route - \$13,650.00 (Estimate, route cost based on AIL)
- 1 - Eisenhower Middle School Choice route - \$5,850.00 (Estimate, route cost based on AIL)
- 1 - Dover High School late route - \$19,674.79
- 1 - Dover Middle School late route - \$19,674.79
- School Related Activities (Field trips, Special Ed. Routes, etc.) hourly rate of \$65.00
- 4% Administrative fee

- g. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **2022-2023 school year Joint Transportation Agreement between the Educational Services Commission of Morris County, and the Mine Hill Board of Education** as follows:
 1. The Commission agrees to transport public, nonpublic and/or special education pupils on established routes as assignment in writing by the Board, for each day that school is in session during the 2021-2022 school year – for such student(s) the district may choose the Commission to provide services.
 2. In consideration of the performance of paragraph 1, the Board agrees to pay the Commission the total sum of estimated costs, including administrative fees in accordance with the provisions of the payment policy established by the Board of Directors 4% surcharge.
Advance payment of 10% of the previous year’s final special education cost by August 30th and monthly payments in full for actual transportation costs incurred from September through June. Any credit balance due to the district will be refunded;
 3. It is understood that any change in the number of children being transported on each route or changes in mileage during the course of the year will necessitate a reapportionment and adjustment to the costs. Apportioned costs also include an aide, if assigned to the vehicle. A personal or health aide will be billed to the district placing the request;

4. The Commission accepts no responsibility for assuring a pupil's us of arranged transportation or attendance on an established route. Once assigned to a route, the monthly billings for the pupil's reserved seat will continue until the Commission is otherwise notified, in writing, to delete the pupil from the assigned route;
 5. The Board agrees that all requests sent to the Commission are for the purpose of making arrangements for the transportation of the pupil(s) referred, and not for the purpose of obtaining pricing information. If the Board or its administrators wishes to obtain pricing information, it must be so identified, in writing, thirty (30) days prior to the date that the requested transportation is to start;
 6. The Commission agrees to process Private School Transportation Applications for aid in lieu of transportation for those nonpublic school pupils who are unable to be placed on established or competitively bid routes. This process includes bi-annual certification of pupil attendance and preparation of payment vouchers. Such payments are to be made by the Board directly to the parents of eligible pupils. The Board agrees to pay the Commission an administrative fee for processing aid in lieu of transportation payment vouchers in accordance with the rates established by the Board of Directors of the Commission. If the Board of Education decides to utilize the Commission for such services.
 7. It is understood and agreed by the parties hereto that this agreement shall be without force and effect until such time it has been approved by the Superintendent of Schools of the County of Morris.
- h.** RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the agreement with **Home Care Therapies, LLC dba Horizon Healthcare Staffing for various Nursing services for the 2021-2022** school year on an as needed basis and as requested. The rates are as per the contract which shall remain on file in the business office. 11.000.213.100.00.101.

Motion of: Jennifer Waters

Seconded by: Katie Bartnick

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-0	Absent	Yes	Absent	Yes	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 proposed field trip** listed below:

Grade	Destination
Kindergarten	Turtleback Zoo, West Orange

- b.** RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the out of district placement as listed below:

Student ID	School	School Year Tuition	Dates	Aides or Services	Contract to BOE
6647263691	Bonnie Brae	\$18,900	4/12/22 – 6/30/22	N/A	X

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
4-0	Absent	Yes	Absent	Yes	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 the **renewal of tenured certificated staff for the 2022-2023 school year** as follows:

Tenured Staff	Certification
Janice Bochicchio	Elementary School Teacher
Diana Carroll	Teacher of Preschool Through Grade 3
Susan Charlton	School Librarian, Educational Media Specialist/Gifted & Talented
Jessica Cicchino	Elementary School Teacher in Grades K-6
Susan Day	Elementary School Teacher
Michelle Eastman	Elementary School Teacher in Grades K-6, Teacher of the Handicapped
Melissa Gusterovic	Elementary School Teacher in Grades K-6
Tabitha Hertz	Elementary School Teacher, Teacher of the Handicapped
Jessica Gutwein	Elementary School Teacher in Grades K-6
Lansing Holman	Teacher of the Handicapped
Melissa Kenny	Elementary School Teacher
Kay Kim	Elementary School Teacher
Jennifer Ludwig	Elementary School Teacher
Matthew Martyniuk	Elementary School Teacher with Subject Matter Preparation: Science I
Karyl Meehan	Elementary School Teacher
Lyndsee Olivo	Elementary School Teacher
Beth Ondish	Elementary School Teacher, Teacher of the Handicapped
Cindy Pyrzynski	Teacher of Physical Education
Dorothy Quinn	Elementary School Teacher
Mark Richardson	Teacher of Music
Cortney Smith	Teacher of Art
Lauren Snarski	School Counselor
Jeffrey Steidl	Teacher of Health and Physical Education
Robby Suarez	Elementary School Teacher in Grades K-6
Noreen Vetter	School Nurse
Danielle Wilson	Elementary School Teacher with Subject Matter Preparation: Mathematics, Teacher of S.S.

- b. RESOLVED that the Board of Education accepts the recommendation of the Superintendent and approves the **renewal of non-tenured certificated staff for the 2022-2023 school year** as follows:

Non-Tenured Staff	Tenured Date	Certification
Stephanie Alfieri	9-2-2025	Elementary School Teacher in Grades K-6
Jessica Asaro	9-2-2024	Elementary School Teacher in Grades K-6
Claire Friedland	8-30-2022	Teacher of Preschool Through Grade 3, Elementary School Teacher in Grades K-6
Hannah Gurmankin	9-2-2025	Elementary School Teacher in Grades K-6, Teacher of Students w/Disabilities
Amanda Mrasz	8-30-2022	Elementary School Teacher in Grades K-6, Teacher of Students w/Disabilities
Kellie Savona	9-2-2024	Elementary School Teacher in Grades K-6
Nicole Torrey	9-2-2024	Elementary School Teacher in Grades K-6

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **renewal of Support Staff for the 2022-2023 school year** as follows:

Staff Member	Position
Kelsey Alpaugh	Paraprofessional Aide
Linda Beatty	Paraprofessional Aide
Jodianne Cullen	Paraprofessional Aide
Jessica Doblado	Paraprofessional Aide
Tara Dyson	Paraprofessional Aide
Keri Hanlon	Paraprofessional Aide
Jobsie Hernandez	Paraprofessional Aide
Maria Herrera	Paraprofessional Aide
Danielle Jackson	Paraprofessional Aide
Lisa Lardieri	Paraprofessional Aide
Kathleen Mury	Paraprofessional Aide
Lisa Spellmon	Paraprofessional Aide
Ryan Spellmon	Paraprofessional Aide
Lisa Van Ness	Paraprofessional Aide
Patricia Carter	Cafeteria Aide
Angelina Catalan	Cafeteria Aide
Vincent Decicco	Cafeteria Aide
Linda Slahor	Cafeteria Aide

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **renewal of the full-time Administrative Staff for the 2022-2023 school year** as follows:

Employee Name	Position
Lee Nittel	Superintendent
Carolina Rodriguez	Business Administrator/Board Secretary
Adam Zygmunt	Principal
Lori Bullock	Administrative Assistant to the Principal
Matthew Bruhn	Technology Coordinator/Supervisor
Lourdes Conroy	Main Office Secretary
Debra Hanley	Administrative Assistant to the Business Administrator
Lisa Palmieri	School Treasurer
Angela Sabatino	Administrative Assistant to the Superintendent; Secretary to the Board Secretary

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **abolish the Child Student Team Secretary position**. (Position is part of the Dover CST shared service contract).

Motion of: Brian Homeyer

Seconded by: Katie Bartnick

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-0	Absent	Yes	Absent	Yes	Yes	Absent	Yes
14 c. 3-0 (D.J.)	Absent	Yes	Absent	Yes	Yes	Absent	Abstained

17. POLICY / OPERATIONS / PUBLIC RELATIONS *Committee of a Whole 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>
2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) Revised

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
4-0	Absent	Yes	Absent	Yes	Yes	Absent	Yes

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

19. **Presidents Report**

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

- 63 new positions

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** – 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 Brian Homeyer seconded by Katie Bartnick the board adjourns the meeting at 7:48 p.m.

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-0	Absent	Yes	Absent	Yes	Yes	Absent	Yes

Respectfully Submitted,

Lee S. Nittel

Lee S. Nittel
Superintendent of Schools