

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**July 25, 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	Yes	Diane Morris	Yes
Katie Bartnick	Yes	Srinivasa Rajagopal	Yes
Peter Bruseo	Absent	Jennifer Waters	Yes
Brian Homeyer	Yes		

**4. Executive Session**

On the motion of Brian Homeyer seconded by Katie Bartnick at 6:35 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 - 6:50 p.m.**

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	Absent	Yes	Yes	Yes	Yes

**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 27, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 27, 2022**.

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
6-0	Yes	Yes	Absent	Yes	Yes	Yes	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 **June 2022 payroll** in the amount of \$413,924.82, (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 \$569,218.79;

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 month of June 2022**, 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 **month June 2022** 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. WHEREAS, the Mine Hill Township Board of Education solicited and opened Request for Proposals on July 6, 2022, for **Professional Development in Responsive Classroom Training** for the **2022-2023 school year**,

WHEREAS, one vendor presented a proposal, Center for Responsive Schools, Inc., in the amount of \$24,900.00;

THEREFORE, BE IT RESOLVED, that the Mine Hill Township Board of Education approve the contract for the **Professional Development in Responsive Classroom Training** with **Center for Responsive Schools, Inc.** in the total contract amount of \$24,900.00, to be paid with ESSER III Funding out of account **20.488.200.300.00.000**.

- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Bayada Home Healthcare Substitute School Nursing** for the 2022-2023 school year at the rate of \$65.00 per hour for RN services, in accordance with the contract which shall remain on file in the business office. To be paid out of account **11.000.213.100.00.101**.
- f. RESOLVED, that the Board of Education authorized the Business Administrator to solicit Request for Proposals (RFP) for **Mental Health Services** with ESSER III Funding.
- g. RESOLVED, that the Board of Education authorize the Business Administrator to solicit Request for Proposals (RFP) for **High Dosage Tutoring Services** with ESSER III Funding.
- h. RESOLVED, that the Board of Education authorize the Business Administrator to solicit Request for Proposals (RFP) for **Online Targeted Professional Development Services** with ESSER III Funding.

Motion of: Srinivasa Rajagopal

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	Absent	Yes	Yes	Yes	Yes

## 15. INSTRUCTION & CURRICULUM

*Committee of a Whole*

## 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 a **one-time payment for administrative costs associated with the PEBT** in the FY22 for Angela Sabatino in the amount of \$628.00. The one-time payment is to be paid out of NJDA funds.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the staff to participate in the **Responsive Classroom training** at a contracted rate of \$130/day, to be paid with ESSER III Funding out of account 20.488.200.300.00.000 as follows:

Lansing Holman, Melissa Kenny, Matthew Martyniuk, Jennifer Ludwig, Susan Day, Janice Bochicchio, Melissa Gusterovic, Tabitha Hertz, Nicole Torrey, Stephanie Alfieri, Kellie Savona, Jessica Gutwein, Robby Suarez, Claire Friedland, Jessica Asaro, Hannah Gurmankin, Lauren Snarski, Karyl Meehan, Diana Carroll, Amanda Mrasz, Cindy Pyrzynski and Danielle Jackson.

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	Absent	Yes	Yes	Yes	Yes

## 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>
P2415.50	Title I – District - Wide Parent and Family Engagement (M) (Revised)
P5512	Harassment, Intimidation, and Bullying (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. Santiago, 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 **2022-23 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 **2022-23 District Emergency Plan**. (Available for review in the principal's office)

Motion of: Jennifer Antoncich      Seconded by: Katie Bartnick

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

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

### 19. Presidents Report

- Superintendent evaluation was completed and send to NJSBA.

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

**21. MHEF Report** *Katie Bartnick, Jennifer Antoncich*

- Review contract

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

- Baker Street sidewalks

**23. Community Committee Report**

- Mine Hill Day

**24. Old Business – N/A**

**25. New Business**

- a. RESOLVED, that the Board of Education approves the attendance and reimbursement of expenses for board members attending the annual **2022 NJ School Boards Association Fall Conference and Workshop** from October 24 to October 26, 2022, up to the amounts listed below:

Board Member	M&IE	Lodging*	Mileage/ Tolls	Parking	Total Cost	Reimbursement
NJSBA Group Rate	-0-	-0-	-0-	-0-	\$2,100.00*	-0-
Diane Morris	\$147.50	\$228.00*	\$105.54	\$40.00	\$521.04	\$293.04
Jennifer Waters	\$147.50	\$228.00*	\$105.54	\$40.00	\$521.04	\$293.04
Jennifer Antoncich	\$147.50	\$228.00*	\$105.54	\$40.00	\$521.04	\$293.04
Katie Bartnick	\$103.25	\$114.00*	\$105.54	\$40.00	\$362.79	\$248.79
Lee Nittel	\$147.50	\$228.00*	\$105.54	\$40.00	\$521.04	\$293.04
Carolina Rodriguez	\$147.50	\$228.00*	\$105.54	\$40.00	\$521.04	\$293.04

*\*Conference cost & lodging paid directly to the vendor via purchase order*

Motion of: Jennifer Antoncich

Seconded by: Katie Bartnick

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

*Each board member abstained from individual vote*

**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 Jennifer Antoncich the Board adjourns the meeting at 7:43 p.m.

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

Respectfully submitted,

***C. Rodriguez***

Carolina Rodriguez, SBA  
Board Secretary