

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
October 17, 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 March 1, 2022 and the Randolph Reporter on March 3, 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	Arrived at 6:34
Peter Bruseo	Absent	Jennifer Waters	Arrived at 6:41
Brian Homeyer	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, 4, 8. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

5. Regular Session

Motion of: Brian Homeyer

Seconded by: Srinivasa Rajagopal

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 **September 26, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **September 26, 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

- c. RESOLVED, that the Board of Education approves the **executive session minutes** of the meeting held on **October 3, 2022**.
- d. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **October 3, 2022**.

Motion of: Brian Homeyer

Seconded by: Srinivasa Rajagopal

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**

N/A

10. **Superintendent’s Report**

- Fire department presentation 10/20
- Unity Day 10/19
- Mental Health therapist
- University Hub presentation to staff

11. **Presentations / Reports**

- Standardized testing scores presentation.
- HIB Assessment

12. **Business Administrator’s Report**

- NJSBA Workshop
- Business Office Accountant position interviews
- B&G meeting brief

13. **Public Discussion**

- Bret Coranto – Standardize testing
- Cindy Pyrzynski – Accountant Position

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 **September 2022 payroll** in the amount of \$355,878.54, (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 \$311,969.25;

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)	\$130.50
Student Activity Fund (Canfield School Account)	\$0.00

- b. WHEREAS, the Board of Education conducted a bid opening on September 28, 2022 for the **Partial Window and Exterior Door Replacement at Canfield Ave School Project #3946,**

WHEREAS, a total of two (2) bids were received for this contract as per the attached recapitulation sheet, the two lowest bids were as follows:

	D & E Windows	Panoramic
Base Bid	\$695,000.00	\$664,000.00
Alternate 1 - Integral Blinds	\$102,000.00	90,000.00
Alternate 2 - Additional Windows	\$18,000.00	\$13,500.00
TOTAL	\$815,000.00	\$767,500.00

RESOLVED, that all project work for the Partial Window and Exterior Door Replacement at the Canfield Ave School be awarded to **Panoramic Window and Door Systems** in the amount of \$767,500.00. Acct #'s 30.000.400.450.04.553 \$583,300.00, 30.000.400.450.05.553 \$122,800.00, 30.000.400.450.06.553 \$61,400.00.

- c. WHEREAS, the Arthur J. Gallagher Risk Management Services, Inc./George Morville (Educational Facility") has resolved to join the **School Alliance Insurance Fund ("SAIF")** following a detailed analysis; and

WHEREAS, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED, that the Mine Hill Board of Education, does hereby appoint **Arthur J. Gallagher Risk Management Services, Inc./George Morville as its Risk Management Consultant in accordance with the Fund's Bylaws for the 2022-23 school year.**

- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the submission of the **Annual Maintenance Budget Amount Worksheet (M-1) and the Comprehensive Maintenance Plan** for the district to the Interim Executive County Superintendent for the 2021-2022, 2022-2023 and 2023-2024 school years.

- e. WHEREAS, the Board of Education solicited proposals for **Fencing Installation**.

WHEREAS, the vendor **Fox Fence** presented the Administration with a quote in the amount of \$98,175.00 with the New Jersey State Approved Co-op #65MCESSCCPS ESCN 20/21-37 **Fencing Purchase Installation and Repair**,

WHEREAS, the Board of Education allocated \$57,700.00 through the 22-23 budget. Difference of \$40,475.00 will be withdrawn from the Capital Reserve due to the unforeseen price increase due to Covid 19,

RESOLVED, that the Board Education approve the proposal submitted from Fox Fence in the amount of \$98,175.00 and approve the transfer from the Capital Reserve in the amount of \$40,475.00. Acct #12.000.400.932.00.900

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Accelerated Learning Tutoring Program** to be paid out of ESSER funds.* (*Pending approval of amended grant.)
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the sidebar agreement for the **Learning Tutoring Program** to be paid out of ESSER funds.* (*Pending ESSER II amendment III grant approval and per the terms of the sidebar agreement available for review in the business office.)
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2022-2023 proposed field trip** listed below:

Grade	Destination
Kindergarten	Turtle Back Zoo, West Orange
4 th Grade	Ocean Institute, Sandy Hook

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

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 **resignation of employee #4473** effective October 26, 2022.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Matthew Martyniuk and Lauren Snarks** as **after-school club advisors** for up to 1.5 hours/week not to exceed 29 sessions of after school clubs at an hourly rate of \$35.00 for the 2022-2023 school year.
- c. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves **Feona Walters-Harris as a Substitute Teacher** at a rate of \$105/day or a **substitute Aide** at the rate of \$87/day.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Catherine Murillo, Instructional Aide** for the **2022-23 school year** at a prorated salary of \$15,747.00, no benefits, effective October 26, 2022. (Pending criminal history results & physical to be completed within 30 days)

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*

- a. RESOLVED, that the Board of Education approve the **District and Board goals for the 2022-2023 school year.**
- b. RESOLVED, that the Board of Education approves the following **Policies for Second Reading:**

<u>Policy #</u>	<u>Policy Title</u>
P0163	Quorum (Revised)
P1511	Board of Education Website Accessibility (M) (Revised)
P2415	Every Student Succeeds Act (M) (Revised)
P3216	Dress and Grooming (Revised)
P3270	Professional Responsibilities (Revised)
P4216	Dress and Grooming (New)
P5513	Care of School Property (M) (Revised)
P5722	Student Journalism (M) (New)
- c. WHEREAS, that the Board of Education approved the attendance reimbursement of expenses for the **NJ School Boards Association Fall Conference** previously approved on July 25, 2022, resolution number 25a;

WHEREAS, attendees need to be revised as follows:

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	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Carolina Rodriguez	\$147.50	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Jennifer Antoncich	\$147.50	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Matthew Bruhn	\$103.25	\$115.00*	\$105.54	\$40.00	\$363.79	\$248.79
Lee Nittel	\$147.50	-0-	\$105.54	\$40.00	\$293.04	\$293.04

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

- d. To approve the submission of the **2021-22 Harassment, Intimidation and Bullying (HIB) School Self-Assessment for Determining Grades and a Statement of Assurances.**

WHEREAS, the Mine Hill Board of Education is required to submit an HIB Self-Assessment and a Statement of Assurances to the NJ Department of Education as required under the Anti-Bullying Bill of Rights Act (P.L. 2010, c. 122); and,

WHEREAS, copies of said Self-Assessment and Statement of Assurances are available for review upon request in the business office.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education herewith approves submission of the HIB Self-Assessment for Determining Grades, and Statement of Assurances, to the NJ Department of Education for the 2021-2022 school year.

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	Yes c. Abstained	Absent	Yes	Yes c. Abstained	Yes	Yes

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

- a. For information purposes the following facility use applications were received:

Organization	Purpose	Room Needed	Dates
Township of Mine Hill	Soup Sampler	Gym, Parking lot	December 2, 2022
Boy Scouts	Monthly meetings	Gym, outside	October 2022 - June 2023

19. Presidents Report – N/A

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

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

24. Old Business

- Waiting for town Engineer to brief us on the sink hole.

25. New Business

- Morris County School Boards meeting November 3rd, hybrid @ Dover Cafeteria.

26. Public Discussion

27. Return to Public Session -

28. Adjournment

On the motion of Brian Homeyer seconded by Srinivasa Rajagopal the Board adjourns the meeting at 8:30 p.m.

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

Respectfully submitted,

C. Rodriguez

Carolina Rodriguez, SBA

Board Secretary