

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
January 23, 2023**

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 16, 2023, and the Randolph Reporter on January 19, 2023, 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	Yes	Jennifer Waters	Yes
Brian Homeyer	Absent		

4. Executive Session

On the motion of Jennifer Waters seconded by Katie Bartnick at 6:34 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 -

Motion of: Katie Bartnick

Seconded by: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
4-0	Absent	Yes	Yes	Absent	Yes	Absent	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 **December 19, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **December 19, 2022**.
- c. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **January 4, 2023**.

Motion of: Katie Bartnick

Seconded by: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
a. 3-0		Yes	Yes		Yes		Abstain
b. 2-0	Absent	Yes	Yes	Absent	Yes	Absent	Abstain
c. 2-0		Yes	Abstain		Yes		Yes

**Put on February agenda for re-approval.*

9. Correspondence

10. Superintendent's Report

11. Presentations / Reports

- Responsive Classroom Teacher presentation
- Audit Report – fiscal year ending June 30, 2022

12. Business Administrator's Report

13. Public Discussion

- Nancy Gulley: Spaghetti Dinner February 11, 2023
- Cindy Pyrzynski: Responsive Classroom Feedback
- Jennifer Ludwig: Responsive Classroom Feedback

14. FINANCE *Committee of a Whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **December 2022 payroll** in the amount of \$403,676.32, (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 \$670,450.88;

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)	\$311.24
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 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 **months of November and December 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. RESOLVED, that the Board of Education accept the recommendation of the Business Administrator and approve **MEIG Education/Cyber Security Liability through Carrier: CFC/RPS Placement Services** for an 18-month premium in the amount of \$10,950.00 + \$250.00 broker fee for a total of \$11,200.00 for coverage from 1/1/2023 to 7/1/2024.
- e. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approve the contract with **Handle With Care** in the amount not to exceed \$3,250.00 **to conduct staff training**.
- f. WHEREAS, **Drill Construction has submitted a change order No. GC-2 to relocate the existing Fire Alarm pull station (Security Vestibule Project)** in the amount of \$2,000.00. The following item shall be deducted from Allowance (actual balance on Allowance before this deduction is \$1,230.00) and the remaining balance shall be added to the Original Contract Sum;

WHEREAS, the original contract sum is \$105,635.00 and the new contract sum including the Change Order is **\$106,405.00**;

WHEREAS, Di Cara Rubino Architects and Administration have reviewed the change order and recommends approval;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Board of Education approves change order #2.

- g. WHEREAS, Drill Construction has submitted a change order No. GC-2 request increasing the contract sum to \$106,405.00 from \$105,635.00 a difference of \$770.00,

WHEREAS, contract sum difference of \$770.00 will be funded by the **Capital Reserve** account,

RESOLVED, that the Board of Education approves the withdrawal of funds in the amount not to exceed \$770.00 from **Capital Reserve account to be transferred to the Capital Outlay** account to fund the Security Vestibule Project.

Motion of: Peter Bruseo

Seconded by: Katie Bartnick

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

15. INSTRUCTION & CURRICULUM

Committee of a Whole

- RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the out of district contract in the amount of \$17,422.00, prorated, individual Speech services at \$80.00/hour per week and OT services in the amount of \$80/hour per week, prorated, with **Rockaway Township Birchwood Public School** for student ID #: 3898419686 beginning January 3, 2023.
- RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves an additional contract with **Hillmar, LLC** for **Bilingual Evaluations** for the **2022-2023 school year** at the rate of **\$550.00 per evaluation for Spanish, \$825.00 per evaluation for Specialty Language, \$450.00 per evaluation for Monolingual, \$550.00 per evaluation for CST Evaluations for the Hearing Impaired** not to exceed \$6,600.00.
- RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **out of district placement for the 2022-2023 school year** as follows:

Student	School District	School Year Tuition	Dates	Aides and/or Services
I. G. S.	Jefferson Township BOE	\$17,746.68 prorated	1/23/23 thru 6/30/23	Shared Aide - \$4,559.10* OT Services - \$1,056.30* PT Services - \$696.64*

*Shared Aide Services - \$4,559.10 (estimated cost for 104 school days)

*Occupational Therapy - \$1,056.30 (estimated costs for 21 weeks of services in accordance with the student's IEP)

*Speech Therapy - estimated costs for 21 weeks of services in accordance with the student's IEP

Motion of: Katie Bartnick

Seconded by: Jennifer Waters

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

- RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **resignation of Ashley Becker, Instructional Aide**, effective February 4, 2023.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Liv Charette as an Instructional Aide**, effective February 6, 2023, at the pro-rated amount of \$15,757.00/year, no benefits.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the placement of **Victoria Mrasz, to conduct field work experience** with Mrs. Snarski, Guidance Counselor, as part of her certification for her Human Services program at UCCS.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Stephanie Alfieri as advisor for the after-school clubs**, January through June (replacing Melissa Gusterovic), up to 1.5 hours/week at the rate of \$35.00/hour.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve appointing **Danielle Jackson as a Homebound Instructors for the 2022-2023** school year as needed at a rate of \$37.00 per hour, with the number of hours to be determined on an individual basis.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointment of **Substitutes** at the below rates for the **2022-23 school year**:
 Teacher Certificate: \$130/day
 Substitute Credentials: \$105/day
 Aide: \$87/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE
Charette, Liv		X	X
Hanley, Michael		X	X

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 e. 3-0	Absent	Yes Yes	Yes Yes	Absent	Yes Yes	Absent	Yes Abstained

17. POLICY / OPERATIONS / PUBLIC RELATIONS *Committee of a Whole*

- a. RESOLVED, that the Board of Education affirms the Superintendent's decision provided in the **Harassment, Intimidation and Bullying Report's** for **Case #: 2022-1** and **Case #: 2022-2**;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education acknowledges receipt of the Harassment Intimidation and Bullying Report's for Case #: 2022-1 and Case #: 2022-2.

- b. 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 / Meals	Lodging / Travel	Estimated Total Expense
2/23/23-2/25/23	Mark Richardson	NJMEA Conference for Music, Atlantic City	\$95.00 \$147.50	\$272.00 \$330.00	\$844.50

**Lodging paid directly to vendor*

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	Yes	Absent	Yes	Absent	Yes

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

19. Presidents Report

- School Safety Protocol

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

- Meeting scheduled for 1/24/23

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

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

23. Community Committee Report

- Form for parade floats, September 23, 2023

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 Jennifer Waters seconded by Katie Bartnick the Board adjourns the meeting at 8:15 p.m.

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

Respectfully submitted,

Carolina Rodriguez
Carolina Rodriguez, SBA
Board Secretary