

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
November 27, 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

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
PRESENT	X	X		X	X		X
ABSENT			X			X	

4. Executive Session

On the motion of Brian Homeyer seconded by Katie Bartnick at 6:37 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.

Motion of: Brian Homeyer

Seconded by: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

5. **Regular Session – 7:04 p.m.**

Motion of: Brian Homeyer

Seconded by: Jennifer Waters

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

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 **October 30, 2023**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **October 30, 2023**.

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
YES		X	Absent	X	X	Absent	
NO							
ABSTAIN	X						X

9. **Correspondence – N/A**

10. **Superintendent's Report**

- Preschool program status
- Holiday festivities

11. **Presentations / Reports**

12. **Business Administrator's Report**

- Project status
- Auditors

13. **Public Discussion**

- Nancy G. – Middle and High School Activities
- Brett C. – Window project

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **October 2023 payroll** in the amount of \$419,133.40 (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 \$307,509.36;

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 October 2023**, 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 of October** 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 authorizes the Business Administrator to solicit **Competitive Contracting Proposals for High Impact Tutoring** with grant funding.
- e. RESOLVED, that the Board of Education approves the recommendation of the Superintendent and approves the application and acceptance of the **High Impact Tutoring Grant** in the amount of \$75,992, which is a single year grant program for the 2023-2024 school year. To be paid out of Acct 20.450.100.100.00.000 - \$16,500, 20.450.200.200.00.000 - \$1,262 and 20.450.200.320.00.000 - \$58,230.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator to approve to submit and accept the **FY23 Emergent and Capital Maintenance Needs Grant Program** in the amount \$7,348.

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
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

15. INSTRUCTION & CURRICULUM

Committee of a Whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves to submit the **three (3) year Preschool Program Operation Plan for the 2024-2027 school year**.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **submission of the FY24 projected Preschool Enrollment**.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **out of district contracts** as listed below:

Student ID	School	Transportation and/or Education cost	Dates	Contractor
8385263578	Lake Drive School	\$340 per diem	12/4/23-3/15/24	R & May
8338925018	Cozy Lake E. S.	\$319/diem previously \$290/diem new rate	12/01/23 - 6/30/24	MYH
2874589379	Roxbury High School	\$1,230.00	11/29/23-12/29/23	N//A
9515647115	Mountain Lakes High School	\$290/diem previously \$96.66/diem new rate	11/27/23-6/30/24	Cassidy Transportation

- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Morris School District** as another vendor to provide **Field Trip transportation** at a rate of \$655/bus. (Pending Contract from Morris School District)

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
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

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 appointment of **Substitutes** for the **2023-24 school year** as indicated below at the following rates:
 - Teacher Certificate: \$150/day
 - Substitute Credentials: \$120/day
 - After 20 consecutive days in the same class \$150/day
 - After 40 consecutive days in the same class \$190/day
 - After 60 consecutive days in the same class, rate of pay will be BA Step 1 of the teacher contract.
 - Aide/Clerical: \$110.00/day
 - Nurse: \$200/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE / CLERICAL	NURSE
Eleuteri, Lauren	X		X	
Munson, Zorina			X	
Toth, Antonietta	X		X	

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the appointment of **Lyndsee Olivo** as an afterschool **Club Advisor** at a rate of \$38.00 per hour for the 2023-2024 school year.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Yaricelys Guerra as an Instructional Aide**, at a pro-rated salary of \$18,745.00/year, no benefits with an anticipated start date of December 4, 2023 (pending final paperwork). To be paid out of account Acct# 11.213.100.106.00.100 (85%), 20.487.100.100.00.000 (15%).
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the payment in accordance with rules established by the statute and code for **Waiver of Coverage for all health benefits during the 2023-2024 school year** to be paid in two installments as per contract, for the following employees:

Employee Name	Level of Coverage	Amount to be paid December 2023	Amount to be paid June 2024	Total Amount to be paid
Alfieri, Stephanie	Family	\$2,000.00	\$2,000.00	\$4,000.00
Corro, Maryeline	Family	\$2,000.00	-0-	\$2,000.00
Carroll, Diana	Family	\$2,000.00	\$2,000.00	\$4,000.00
Eastman, Michelle	Family	\$2,000.00	\$2,000.00	\$4,000.00
Jackson, Danielle	Single	\$1,250.00	\$1,250.00	\$2,500.00
Mendez, Lucas	Parent/Child	\$1,500.00	\$1,500.00	\$3,000.00
Ondish, Beth	Family	\$2,000.00	\$2,000.00	\$4,000.00
Snarski, Lauren	Family	\$2,000.00	\$2,000.00	\$4,000.00
Vente, Marlene	Husband/Wife	\$1,500.00	\$1,500.00	\$3,000.00
Vetter, Noreen	Husband/Wife	\$1,500.00	\$1,500.00	\$3,000.00

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
YES	X	X	Absent	X	X	Absent	
NO							
ABSTAIN							X

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Travel, Conference and Workshops** listed below:

Employee	Date(s)	Workshop & Location	Registration	Meals	Lodging & Parking	Mileage & Tolls	Total Cost
Rosalia Aragon	12/12/23 4/17/24 5/21/24	NJASBO Workshops Whippany*	\$375.00	N/A	N/A	\$33.12	\$408.12
Rosalia Aragon	3/21/24	NJASBO Workshops Whippany	\$225.00	N/A	N/A	\$11.04	\$236.04
Hannah Gurmankin	12/1/23	NJIDA Fall Conference, Somerset	\$219.56	N/A	N/A	\$30.64	\$250.20

*Previously approved on 10/30/23 w/incorrect amount

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2023-2024 NJQSAC DPR**, which are made part of this resolution by reference. (Documents available for review in the business office).
- c. RESOLVED, that the Board of Education approves the following **Policies** for second reading:

<u>Policy #</u>	<u>Policy Title</u>
P1524	<i>School Leadership Councils (Abolished)</i>
P1642.01	Sick Leave (New)
P2270	Religion in the Schools (Revised)
P2419	School Threat Assessment Teams (M) (New)
P3161	Examination for Cause (Revised)
P3212	Attendance (M) (Revised)
P3432	<i>Sick Leave (Abolished)</i>
P4161	Examination for Cause (Revised)
P4212	Attendance (M) (Revised)
P4324	Right of Privacy (Revised)
P4432	<i>Sick Leave (Abolished)</i>
P5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P5116	Education of Homeless Children and Youths (Revised)
P5460.02	<i>Bridge Year Pilot Program (M) (Abolished)</i>
P6361	<i>Relations with Vendors for Abbott Districts (Abolished)</i>
P8500	Food Services (M) (Revised)
P8540	<i>School Nutrition Programs (M) (Abolished)</i>
P8550	<i>Meal Charges/Outstanding Food Service Bill (M) (Abolished)</i>

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
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

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

19. Presidents Report

- Budget discussion for December Board meeting.
- Board President will attend the next Dover Board meeting to address Board on the send/receive contract.
- PTA Tricky Tray

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

- Dover Board of Education Meeting held on 11/14/23. One of the highly discussed items included the number of HIBs being reported.

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

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

- Tree lighting; lighting ceremony; breakfast with Santa.

23. Community Committee Report – N/A

24. Old Business – N/A

25. New Business

- Resolved that the Board of Education approve the unopened alcohol on school grounds for the PTA tricky tray baskets on 3/23/24.

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
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

- December 7th Morris Knolls Morris County Meeting.
- Re-organization meeting to be held on January 4, 2024.

26. Public Discussion – N/A

27. Executive Session – N/A

28. Adjournment

On the motion of Brian Homeyer seconded by Katie Bartnick at 7:47 p.m. the Board adjourns meeting.

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES	X	X	Absent	X	X	Absent	X
NO							
ABSTAIN							

Respectfully submitted,

Carolina Rodriguez

**Carolina Rodriguez, SBA
Board Secretary**