

MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
December 18, 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		
ABSENT			X			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: 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	Absent
NO							
ABSTAIN							

5. Regular Session – 7:06 p.m.

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES	X	X	Absent	X	X	Absent	Absent
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 **November 27, 2023**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **November 27, 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	X	Absent	X	X	Absent	Absent
NO							
ABSTAIN							

9. Correspondence - N/A

10. Superintendent's Report - N/A

11. Presentations / Reports

- Holiday festivities
- Preschool Expansion Grant

12. Business Administrator's Report

- Budget Discussion
- Project 3944 Change Order
- June 30, 2023 Audit
- ASSA
- Stage Lighting
- Gym Windows

13. Public Discussion

- Nancy Gulley – High School concert at 7:00 p.m.

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 **November 2023 payroll** in the amount of \$434,382.21 (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 \$410,640.16.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and Architect and approves for them to **solicit bids for Project 3947 Electrical Upgrades at Canfield Avenue School for State Project #3240-030-21-2000.**
- c. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Dover Board of Education tuition charges for the 2023-2024 school year Mine Hill Enrollment:**

REGULAR EDUCATION	STUDENT COUNT	PRELIMINARY TUITION RATE	TOTAL TUITION PER GRADE/PROGRAM
Dover Middle School – Grade 7	17	\$14,089.10	\$239,514.65
Dover Middle School – Grade 8	22	\$14,089.10	\$309,960.13
Total MS	39		\$549,474.78
Dover High School – Grade 9	18	\$14,487.57	\$260,776.26
Dover High School – Grade 10	14	\$14,487.57	\$202,825.98
Dover High School – Grade 11	33	\$14,487.57	\$478,089.81
Dover High School – Grade 12	17	\$14,487.57	\$246,288.69
Total HS	82		\$1,187,980.74
SPECIAL EDUCATION			
Dover Middle School			
LLD	0	\$35,407.93	-0-
BD	N/A		-0-
RC	2	\$7,528.34	\$15,056.68
Dover High School			
LLD	4	\$35,407.93	\$141,631.73
BD (No in District Program)	N/A		--
RC	11	\$6,480.59	\$71,286.53
Resource Room (\$6,480.59 annual tuition/ student @ 11 estimated students)			--
Total 2023-2024 Tuition (subject to Tuition Adjustment in 21-22)			\$1,965,430.46
Tuition Adjustment 2021-22			\$ (125,189.71)
GRAND TOTAL 2023-2024			\$1,840,240.74

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to accept and adopt the **2023-2024 Uniform Memorandum of Agreement between Education and Law Enforcement Officials.** (Documents available for review in the business office).

- e. WHEREAS, Lanyi and Tevald Inc. has submitted a change order No. GC-08 to delete the scope in room 124 and 127 PCO-23 in the amount of \$(11,708.75) CREDIT and for additional work in the Nurse's Room, PE Office, Coy Room Ceiling tiles, Ceiling track and lighting PCO-25 in the amount of \$46,004.23. The cost of PCO-25 shall be deducted from Allowance #6 the difference of \$27,673.65 will be added to the contract sum amount to increase from \$1,875,586.00 to \$1,903,259.65;

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 **GC-08 PCO-23 & PCO-25**

Motion of: Jennifer Antoncich

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	Absent
NO							
ABSTAIN		check #: 24804					

15. INSTRUCTION & CURRICULUM

Committee of a Whole

- a. 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
8338925018	Jefferson Township BOE	\$22,583.00	9/6/23 -6/30/23	BCBA - \$1,150.60 Speech - \$701.33	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
YES	X	X	Absent	X	X	Absent	Absent
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 to approve the attached **Side Bar Agreement between the Mine Hill Township Board of Education and the Mine Hill Teachers Association.** (See attached)

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **resignation of employee #:4359** fourth grade teacher effective on or before February 10, 2024.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves a **medical leave for employee #:4348** from December 11, 2023, to the estimated return to work date of February 12, 2024.
- 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 **Revised 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 which were previously approved at an incorrect rate:

Employee Name	Level of Coverage	Amount to be paid December 2023	Amount to be paid June 2024	Total Amount to be paid
Mendez, Lucas	Single	\$1,250.00	\$1,250.00	\$2,500.00
Vente, Marlene	Single	\$1,250.00	\$1,250.00	\$2,500.00

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **paraprofessionals/aides to receive a \$1,000 pro-rated stipend for having their substitute certificate**, to be paid in two installments, one in December and one in June:

Employee Name	Certificate Expiration Date
Kelsey Alpaugh	12/18/2025
Jodi Cullen	12/29/2025
Tara Dyson	08/01/2026
Victoria Mrasz	10/17/2027

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **staff members as Panther Pals Advisors** for up to 1 hour/week not to exceed 22 weeks at a rate of \$38.00/hour for the **2023-24 school year** as follows: *(to be paid with the funds from high dosage tutoring grant Acct #: 20.450.100.100.00.000)*

Mrs. Bochicchio, Mrs. Day, Mrs. Gusterovic, Mr. Holman, Mrs. Kenny,
Mrs. Lopa, Miss Ludwig, Mrs. Pyrzynski, Mr. Richardson, Mr. Suarez

- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **staff members as Before School Academic Support Advisors** for up to **30 minutes/day 4 days/week** not to exceed 22 weeks at a rate of \$38.00/hour for the **2023-24 school year** as follows: *(to be paid with the funds from high dosage tutoring grant Acct #: 20.450.100.100.00.000)*

Mrs. Conroy, Coordinator at a rate of \$20.38/hour
Mrs. Day (Supervisor & Advisor), Mrs. Charlton, Mrs. Kenny, Miss Ludwig, Mrs. Gutwein

- h. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **staff members as After School Academic Support Advisors** for up to **1 hour/week** not to exceed 22 weeks at a rate of \$38.00/hour for the **2023-24 school year** as follows: *(to be paid with the funds from high dosage tutoring grant Acct #: 20.450.100.100.00.000)*

Mrs. Giordano, Mrs. Kenny, Miss Ludwig, Mrs. Mikolay, Mrs. Savona

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	Absent
NO							
ABSTAIN							

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

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

Employee	Date(s)	Workshop & Location	Registration	Meals & Incidentals	Lodging & Parking	Mileage & Tolls	Total Cost
Matthew Bruhn	1/24/24- 1/26/24	Techspo, Atlantic City	\$540.00	\$147.50	\$214.00* \$33.16	\$153.52	\$1088.18
Maryeline Corro	1/25/24	All tools for the Language Classroom TCNJ, Ewing	\$285.00	N/A	N/A	\$50.00	\$335.00
Maryeline Corro	2/8/24	Lead w/Culture through Comprehensible Input TCNJ, Ewing	\$285.00	N/A	N/A	\$50.00	\$335.00
Maryeline Corro	3/7/24	Power of Reading for World Language & MLL Teachers TCNJ, Ewing	\$285.00	N/A	N/A	#51.84	\$336.84
Mike Marini	2/15/24	NJASBO Facilities Update, Whippany	\$175.00	N/A	N/A	\$11.28	\$186.28
Lee Nittel	1/24/24- 1/26/24	Techspo, Atlantic City	\$540.00	\$147.50	\$33.16	\$153.52	\$874.18
Milmari Sanchez	1/25/24	All tools for the Language Classroom TCNJ, Ewing	\$285.00	N/A	N/A	\$50.00	\$335.00
Milmari Sanchez	2/8/24	Lead w/Culture through Comprehensible Input TCNJ, Ewing	\$285.00	N/A	N/A	\$50.00	\$335.00
Milmari Sanchez	3/7/24	Power of Reading for World Language TCNJ, Ewing	\$285.00	N/A	N/A	51.84	\$336.84

*Lodging paid directly to vendor

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	Absent
NO							
ABSTAIN							

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

- Facility Project Status

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 Antoncich, Jennifer Waters

N/A

23. Community Committee Report – N/A

24. Old Business – N/A

25. New Business

- County Office of Morris meeting March 21, 2024
- Random selection for Roxbury to be held in January 2024

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 at 7:53 p.m. the Board adjourns meeting.

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

Respectfully submitted,

Carolina Rodriguez

**Carolina Rodriguez, SBA
Board Secretary**