

**MINE HILL TOWNSHIP BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
May 20, 2024**

**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 12, 2024, and the Randolph Reporter on January 18, 2024, 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 Katie Bartnick 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.***

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	Absent	X	Absent	X	X	X	Absent
NO							
ABSTAIN							
RECUSE							

**5. Regular Session – 7:08 p.m.**

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

## 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 **May 6, 2024**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **May 6, 2024**.

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	Absent	X	Absent	X	X	X	Absent
NO							
ABSTAIN							
RECUSE							

## 9. Correspondence – N/A

## 10. Superintendent's Report

- Canfield Avenue School End of Year school activities

## 11. Presentations / Reports

## 12. Business Administrator's Report

- Summer Project Update
- Tech Director and next board meeting attendance

## 13. Public Discussion

- Mrs. Perez – Aftercare not being offered for preschool students.
- Cindy Pyrzynski – 6<sup>th</sup> grade kickball.
- Nancy Gulley – Middle school and High school concerts.

**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 **May 2024 payroll** in the amount of \$447,178.84 (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 \$351,238.59.

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)	\$4,689.00

- b. RESOLVED, that the Mine Hill Board of Education accepts the recommendation of the Business Administrator and approves the **cooperative purchasing with Hertz Furniture** through the Ed Data NJ Contract #12288 for the purpose of purchasing furniture for the Faculty Lounge in the amount of \$751.08 in the 2023-2024 SY. Acct # 11.190.100.610.50.510

- c. RESOLVED, that the Board of Education approves the renewal of the Food Services Management Company contract with **Maschio's Food Services, Inc, the district's Food Service Management Company for the 2024-2025 school year** as follows:

Management Fee: The Local Education Agency shall pay Maschio's an annual management fee in the amount of \$9,440.00. The Management fee shall be payable in monthly installments of \$944.00 per month commencing on September 1, 2024, and ending on June 30, 2025.

Guarantee No/Cost/Breakeven: Maschio's guarantees a return profit of \$1,000.00. Maschio's will subsidize for any amount less than the guarantee.

Total cost of contract for the 2024-2025 school year is \$167,218.27.

- d. RESOLVED, that the Board of Education approves the **meal prices as listed below for the 2024-2025 school year** in accordance with the Paid Lunch Equity (PLE) requirement guidelines:

<u>BREAKFAST</u>	<u>LUNCH</u>
Student: \$2.00	Student: \$3.85
Reduced: \$0.00	Reduced: \$0.00
Adult: \$2.50	Adult: \$4.35

- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Bayada Substitute School Nursing Services for the 2024-2025 school year** on an as needed basis at the rate of \$70.00 per hour for RN services, in accordance with the contract which shall remain on file in the business office. To be paid out of Acct. 11.000.213.329.00.000.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the agreement with **Homecare Therapies, dba Horizon Healthcare Staffing for various Nursing services for the 2024-2025 school year** on an as needed basis and as requested. The rates are as per the contract which shall remain on file in the business office. 11.000.213.100.00.101.

- g. WHEREAS, **Lanyi and Tevald Inc.** has submitted a change order No. **GC-11** for **PCO-28** to supply the scope of work in room 120 & 125 ceiling, lights an flooring in the amount of \$67,000.00;

WHEREAS, the contract sum will be increase by this change order in the amount of \$67,000.00 increasing the contract sum from \$2,201,643.88 to \$2,268,643.88,

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

NOW, THREFORE BE IT RESOLVED, that the Mine Hill Board of Education approves change order **GC-11 PCO-28**.

- h. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Professional Support/Non-Public Services Agreement with Non-Public Chapters 192-193 Addendum-Supporting Documents** between the Mine Hill Township Board of Education and the Educational Services Commission of Morris County for Professional Support Services (rates per sheet on file), for various services for the **2024-25 School Year**.

Motion of: Srinivasa Rajagopal

Seconded by: Katie Bartnick

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

## 15. INSTRUCTION & CURRICULUM

*Committee of a Whole*

- a. RESOLVED, that the Board of Education accept the recommendation of the Superintendent for the Mine Hill School District's intent to collaborate with the applicant, Essex Regional Ed Services Commission, on the **McKinney-Vento Education of Homeless Children and Youth project for the 2024-25 school year**, if awarded, as follows:

- 1) Utilize resources and information provided by the lead applicant to support the federal and state required supplemental academic and support services to identified homeless children and youth;
- 2) Participate in partnerships with local, county and regional non-educational agencies (e.g., community based organizations, social service organizations, faith-based institutions) established by the lead applicant, if awarded, in providing supplemental services;
- 3) Provide district level data to support the lead applicant in identifying the academic and non-academic needs of homeless students for reporting to the New Jersey Department Of Education; and
- 4) Address the academic, non-academic and emergent needs of homeless children and youth.

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	Absent	X	Absent	X	X	X	Absent
NO							
ABSTAIN							
RECUSE							

## 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 Diana Morales** effective May 24, 2024.
- b. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves to **rescind the appointment** of employee #4520 effective June 13, 2024.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Rodobaldo Rosales-Troches, Custodian** at a pro-rated salary of \$40,000.00 with single benefits beginning May 21, 2024. To be paid out of Acct #: 11.000.262.100.00.100.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves teachers to attend **Summer 2024 CST meetings and translation services** as needed at the hourly rate of \$38.00 as per contract as follows:

Melissa Gusterovic, Tabitha Hertz, Danielle Jackson, Danielle Mikolay,  
Cindy Pyrzynski, Milmari Sanchez, Robby Suarez
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **thirty (30) 1-hour sessions per teacher for summer Virtual Tutoring** at the contracted rate of \$38.00/hour for the following teachers: (To be paid out of account 20.450.100.100.00.000 not to exceed \$5,700)

Susan Day, Melissa Gusterovic, Tabitha Hertz,  
Melissa Kenny, Danielle Mikolay
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves up to **twenty (20) hours per subject per grade for ELA and Math Curriculum Writing** at the contracted rate of \$38.00/hour for the following teachers: (To be paid out of account 11.000.221.104.00.105 total not to exceed \$10,640)

Susan Day, Michelle Eastman, Jessica Giordano, Melissa Gusterovic,  
Melissa Kenny, Amanda McGrane, Danelle Mikolay
- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves up to **twenty (20) hours per teacher for Pre-K Curriculum Writing** at the contracted rate of \$38.00/hour for the following teachers: (To be paid out of PEA Grant account 20.218.200.329.00.000 total not to exceed \$1,520)

Hallie Caparoni, Diana Carroll
- h. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **summer professional development training on Sheltered English Instruction** at the contracted rate of \$140/day for up to three (3) days for the following teachers: (Acct# 11.000.221.104.00.105 total not to exceed \$8,400)

Stephanie Alfieri, Jessica Asaro, Janice Bochicchio, Diana Carroll, Mary Corro,

Susan Day, Michelle Eastman, Jessica Giordano, Hannah Gurmankin,  
Melissa Gusterovic, Jessica Gutwein, Tabitha Hertz, Lansing Holman,  
Melissa Kenny, Jennifer Ludwig, Amanda McGrane, Danielle Mikolay,  
Milmari Sanchez, Robby Suarez, Nicole Torrey

- i. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointing **Megan D'Alessandro as a Speech Therapist , MA Step 4** at a salary of \$63,770.00 with benefits for the 2024-25 school year.
- j. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Megan D'Alessandro to work a total of not to exceed 40 hours, Speech Services** at the contracted rate of \$38/hour as needed for ministration from July 1, 2024 through August 29, 2024. Acct #11.000.221.104.00.105
- k. RESOLVED, that the Board of Education approves the **Business Administrator/Board Secretary Employment Contract** for **Carolina Rodriguez** for the **2024-2025 school year**, which was submitted and approved by the County Superintendent. (Available for review in the business office). Acct #11.000.251.100.00.100

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	Absent	X	Absent	X	X	X	Absent
NO							
ABSTAIN							
RECUSE							

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

N/A

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

N/A

**19. Presidents Report**

N/A

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

- Hiring of the new Interim Superintendent; Hamilton on Broadway, Teacher appreciation week

**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**

- Discussion of Parking lot traffic

**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 Srinivasa Rajagopal at 7:48 p.m. the Board adjourns meeting.

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

Respectfully submitted,

***Carolina Rodriguez***

**Carolina Rodriguez, SBA**

**Board Secretary**