

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**June 3, 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	7:08 p.m.	X
ABSENT			X				

**4. Executive Session**

On the motion of Brian Homeyer seconded by Katie Bartnick at 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 1 & 8. 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

**5. Regular Session – 7:04 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	X
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 20, 2024**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **May 20, 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		X	Absent	X	X	X	
NO							
ABSTAIN	X						X
RECUSE							

9. **Correspondence** – N/A

10. **Superintendent's Report**

- Recognition of Staff and retirees
- EOY items (kickball game, 6<sup>th</sup> grade celebration, promotion ceremony)

11. **Presentations / Reports**

- Tech Director Presentation

12. **Business Administrator's Report**

13. **Public Discussion**

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

- a. RESOLVED, that the Board of Education approves the **payment of bills** from the General Operating Account in the amount of \$145,463.46 and

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)	\$6,565.00
Student Activity Fund (Canfield School Account)	\$222.07

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of April 2024**, 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 April 2024** 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 Superintendent of Schools with the recommendation of the Business Administrator approves the Mine Hill Board of Education **Purchasing Manual** for the **2024-2025 school year**. (Available for review in the Business Office)
- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Professional Support/Non-Public Services Agreement** 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 **2024-2025 School Year**.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Health and Environmental Safety Services Agreement between the Educational Services Commission of Morris County and the Mine Hill Township Board of Education** for the **2024-2025 school year**, which is made part of this resolution by reference, and recommends authorizing the Business Administrator to execute the contract in the amount of \$2,754.00.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Shared Services Agreement, Addendum and Invoice for the Bidding/Purchasing Program contract **with the Educational Services Commission of Morris County in cooperation with Educational Data Services, Inc. for the purchase of goods and services for the 2024-2025 school year**, which is made part of this resolution by reference, and recommends authorizing the Business Administrator to execute the contract in the amount of \$3,142.00. (List of awarded vendors available in the Business Office)
- h. WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Mine Hill Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a **Capital Reserve** account at year end up to the allowable total local share of projects in the District's LRFP, and

WHEREAS, the Mine Hill Township Board of Education has determined that funds transferred to the **Capital Reserve** account should not exceed the LRFP amount of \$13,437,425.00;

THEREFORE BE IT RESOLVED by the Mine Hill Township Board of Education that it hereby authorizes the district's School Business Administrator.

- i. RESOLVED, that in accordance with N.J.A.C. 17:27-3.2 your Committee of the Whole designates Carolina Rodriguez, School Business Administrator/Board Secretary, **Purchasing Agent as the Public Agency Compliance Officer** for the Mine Hill Township Board of Education. The Public Agency Compliance Officer is the liaison between the Mine Hill Township Board of Education and the State of New Jersey Department of the Treasury Division of Contract Compliance Equal Employment Opportunity in Public Contracts. The Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding the Mine Hill Township Board of Education and the appropriate contract vendors. The major responsibilities of the Public Agency Compliance Officer are to Obtain and keep a current file of the required Affirmative Action Evidence from contracted vendors who do business with the Board; Include the mandatory Affirmative Action language in all advertisements for bids and all solicitation of proposals; and Include the appropriate mandatory Affirmative Action Language in all bid specifications and all Board contracts.

Mrs. Rodriguez will assume the responsibilities at no extra compensation. The effective date of this resolution is from July 1, 2024 through June 30, 2025.

- j. RESOLVED, that the Board of Education **authorize the Business Administrator/ Board Secretary to pay supplementary bill lists and payroll, including all year-end payables**; to proceed with all necessary adjustments and transfers to close the books for the 2023-24 fiscal year, as well as any and all entries and actions for the opening of the 2024-25 fiscal year, including but not limited to the issuance and/or cancellation of purchase orders, transfers, compliance with the Public Contracts Law, and other such actions as may be required by statute, code and Board Policy; and

BE IT FURTHER RESOLVED, that the Board of Education authorize the Business Administrator/Board Secretary to process and submit the payment of bills and claims between board meetings during the months of July and August 2024; and

BE IT FURTHER RESOLVED, that all of these actions shall be presented to the Board of Education at its next meeting for final approval.

- k. RESOLVED, that the Mine Hill Township Board of Education approve **Phoenix Advisors, LLC** to serve as our Continuing Disclosure Agent and Municipal Advisor to the Mine Hill Township School District for the 2024-2025. Acct#11.000.251.500.00.490
- l. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Cooperative services contract **with Educational Data Services, Inc.** for the purchase of goods and services for the 2024-2025 school year with the awarded vendors. (List of awarded vendors available in the Business Office)
- m. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Cooperative services contract **with Hunterdon ESC Cooperative Bid, Inc.** for the purchase of goods and services for the 2024-2025 school year with the awarded vendors. (List of awarded vendors available in the Business Office)

- n. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Cooperative services contract with **Middlesex Regional Educational Services Commission** approved Co-op #65-MCESCCPS for the purchase of goods and services for the 2024-2025 school year with the awarded vendors. (List of awarded vendors available in the Business Office)
- o. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the Cooperative services contract with the **County of Bergen New Jersey Cooperative Purchasing Alliance #CK04-** Cooperative Pricing System for the purchase of goods and services for the 2024-2025 school year. (List of awarded vendors available in the Business Office)
- p. WHEREAS, the Board of Education conducted a bid opening on May 24, 2024, for **HVAC Upgrades Phase 4 at Canfield Avenue School Project #4148,**

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

Name Bidder	Thassian Mechanical Contracting Inc	EACM Corp
Base Bid	\$752,000.00	\$970,000.00
ALT-1	\$67,000.00	\$85,000.00
<b>TOTAL AMOUNT</b>	<b>\$819,000.00</b>	<b>\$1,055,000.00</b>

RESOLVED, that all project work for the HVAC Upgrades Phase 4 at the Canfield Avenue School be awarded to **Thassian Mechanical Contracting Inc** in the amount of \$819,000.00 Acct #30.000.400.450.00.550

- q. RESOLVED, that pursuant to PL 2015, Chapter 47 the Mine Hill Township Board of Education intends to **renew, award, or permit to expire the following contracts previously awarded by the board of education for the 2024-2025 school year.** These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et.seq.

121 LEARNING WORKS	MGL FORMS-SYSTEMS, LLC
A&M INDUSTRIAL, INC.	MICHELLE R. LAWTON
A. C. DAUGHTRY, INC.	MINE HILL PAYROLL
ABLE SECURITY INC.	MINE HILL SUMMER PAY
ACCO BRANDS CORPORATION	MINE HILL TWP BOE
ADORAMA INC	MINE HILL TWP BOE MILK A
AERO ENVIRONMENTAL SERVICES INC.	MINE HILL WATER DEPT
AFLAC - AFT TX DIS	MOHAWK USA LLC
AFLAC - PRE-TAX	MONTGOMERY ACADEMY
AIDE IN LIEU	MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
ALLEN BRITWAY ELECTRICAL UTILITY CONTRA	MORRIS CTY ASSOC. OF SCH ADMIN
ALPINE CONSULTING INC	MORRIS ESSEX INSURANCE G
AMAZON.COM SALES, INC.	MORRIS HILLS REGIONAL
AMPLIFIED IT, LLC	MORRIS SCHOOL DISTRICT
APPLE INC	MORRIS UNION JOINTURE CO
ARTHUR J. GALLAGHER RISK MANAGEMENT SERV	MORRISTOWN HOUSE OF GLASS
ASSOC FOR SUPERVISION & CURRICULUM & DEV	MOUNT CARMEL GUILD ACADEMY
ATLANTIC TOMORROWS OFFICE TECHNOLOGY	MRA INTERNATIONAL, INC
AXA EQUITABLE 403B	MUSIC IN MOTION, INC.
B & H FOTO & ELECTRONICS CORP.	MYSTERY SCIENCE INC
BAYADA HOME HEALTH CARE, INC	NASCO EDUCATION LLC
BECKER'S SCHOOL SUPPLIES	NATIONAL ART & SCHOOL SUPPLIES

BERIT GORDON	NATIVE FIELDS LANDSCAPING, LLC
BLICK ART MATERIALS, LLC	NCS PEARSON, INC
BLUE DIAMOND DISPOSAL, INC.	NEW ERA TECHNOLOGY
BONNIE BRAE	NICK RESTORATION LLC
BOOK SOURCE	NJ ASSOC OF SCHOOL ADMINISTRATORS
BRAINPOP LLC	NJ ASSOC OF SCHOOL BUSINESS OFFICIALS
BREAKOUT, INC.	NJ COMMISSION FOR THE BLIND & VISUALLY
BUREAU OF FIRE CODE ENFORCEMENT	NJ NATURAL GAS COMPANY
CABLEVISION LIGHTPATH, INC.	NJ STATE – 927
CABLEVISION SYSTEMS CORPORATION	NJEA DUES
CAMCOR, INC.	NJPSA - NJ PRINCIPALS & SUPERVISORS
CAROLINA BIOLOGICAL SUPPLY COMPANY	NJSBA
CASCADE SCHOOL SUPPLIES	NJSCHOOLJOBS.COM
CCH, INCORPORATED	NO TEARS LEARNING INC.
CDW LLC	NORTHEAST COMMUNICATIONS, INC.
CHESTER BOARD OF EDUCATION	OKIO LABS, INC
CLASSIC SPORT FLOORS	OMEGA LABS INC
CLASSLINK, INC.	ONCOURSE SYSTEMS FOR EDUCATION, LLC
COLLEEN LONERGAN	OVERDRIVE, INC
CP-DBS, LLC	P.G. CHAMBERS SCHOOL
CUNNINGHAM II, JOHN T	PA TAX
DATAFINCH TECHNOLOGIES INC	PARTNERSHIPS IN EDUCATION, INC.
DCRP PENSION	PATRICK L. FENNELL
DELIGHTEX, INC.	PAYROLL
DEMCO, INC.	PC UNIVERSITY DISTRIBUTORS, INC.
DENIS SHEERAN	PCS PUMP AND PROCESS, INC.
DEZINE LINE CORPORATION	PEARSON - CURRICULUM CUSTOMER SERVICE
DICARA RUBINO, ARCHITECTS, P.C.	PERCEPTUAL DEVELOPMENT CORP
DISCOUNT SCHOOL SUPPLY	PERFORMANCE HEALTH SUPPLY INC.
DIVERSE NETWORK ASSOC. INC.	PERS - NJ DIVISION OF PEN & BENEFITS
DON JOHNSTON INCORPORATED	PERS PENSION
DOVER PUBLIC SCHOOLS	PITSCO, INC.
DR J. BRENT FORWARD, M.D., F.A.C.P.	PLANK ROAD PUBLISHING
DRILL CONSTRUCTION CO, INC.	PRO-ED, INC.
EDUCATIONAL DATA SERVICE	PRUDENTIAL INS (WA/PR)
ELISSA RAEL, PT, MS	PTCFAST, LLC
EMEDCO	RAPID RECOVERY SERVICES, LLC
ENCYCLOPAEDIA BRITANNICA, INC.	REALLY GOOD STUFF, LLC
ERATE CONSULTING, INC	RECORDER PUBLISHING CO., INC.
ERIC ARMIN INC.	REINER GROUP INC.
ESC OF MORRIS COUNTY	RELCOMM INC
ESSEX VALLEY SCHOOL INC.	RENAISSANCE LEARNING INC
FAMILY LEAVE INSURANCE	RICOH USA, INC
FEA - FOUNDATION FOR EDUCATIONAL ADMIN.	ROCKAWAY TOWNSHIP BOARD OF EDUCATION
FEDERAL FIRE PROTECTION	ROXBURY TWP BD OF ED
FEDERAL TAX 941	S&H UNIFORM CORPORATION
FISH NET, INC	S&S WORLDWIDE, INC.
FISHER SCIENTIFIC COMPANY, LLC	SAGE EDUCATIONAL ENTERPRISES, INC.
FLINN SCIENTIFIC INC	SAINT CLARES HOSPITAL
FOLLETT SCHOOL SOLUTIONS INC	SAINT CLARE'S HOSPITAL A
FRANCOTYP-POSTALLA, INC	SCHENCK, PRICE, SMITH & KING, LLP
FRONTLINE TECHNOLOGIES GROUP LLC	SCHOLASTIC INC.
GANNETT SATELLITE INFORMATION NETWORK	SCHOLASTIC MAGAZINES
GATEWAY EDUCATION HOLDINGS, LLC	SCHOOL ALLIANCE INS FUND
GENERAL AIRE SYSTEMS, INC.	SCHOOL HEALTH CORPORATION
GENERATIONS ELECTRICAL COMPANY	SCHOOL SPECIALTY, LLC
GIA PUBLICATIONS, INC	SCHOOLLABELS.COM, INC.
GLOBAL EQUIPMENT COMPANY INC.	SCREENCASTIFY, LLC
GOV CONNECTION, INC.	SDI INNOVATIONS, INC.
GRANT BENEFITS SOLUTIONS, LLC	SEESAW LEARNING, INC
GROTH MUSIC COMPANY	SOCIAL SECURITY (FICA & MEDI)
H BUSCAFUSCO LLC	SPOHRER AIR COMPRESSOR I
HAND2MIND, INC	STAPLES INC

HEALTH BENEFITS (SEC 125 & HBCONT)	STAPLES, INC.
HEINEMANN / GREENWOOD PUBLISHING GROUP	STATE OF NJ COMMISSION FOR THE BLIND
HENRY SCHEIN, INC	STRAUSS ESMAY ASSOCIATES, LLP
HERCULES ACHIEVEMENT, INC.	STUDIES WEEKLY, INC.
HERTZ FURNITURE SYSTEMS LLC	SUCCESS ADVERTISING INC.
HERTZ-NEGLIA, TABITHA	SUI
HILLMAR, LLC	SUMDOG, INC.
HOME DEPOT COMMERCIAL ACCOUNT	SUNLIGHT GENERAL MORRIS SOLAR, LLC
HOMECARE THERAPIES LIMITED LIABILITY	SUPER DUPER, INC.
HORIZON BLUE CROSS BLUE	SUSSEX COUNTY REGIONAL COOPERATIVE
HOUGHTON MIFFLIN HARCOURT	SWEETWATER SOUND, INC
IDE CORP.	SYSTEMS 3000 INC.
INDUSTRIAL APPRAISAL COMPANY	TEACHERS DISCOVERY
INTEGRITY ROOFING, INC.	THASSIAN MECHANICAL CONTRACTING, INC
INTRADO INTERACTIVE SERVICES CORPORATION	THE ART OF SOUND, LLC
IXL LEARNING, INC.	THE GILLESPIE GROUP, INC.
J W PEPPER & SON INC	THE HON COMPANY LLC
JA-HILL CORP.	THE LIBRARY STORE, INC
JEFFREY A. OSTER	THE NEWGRANGE SCHOOL OF PRINCETON, INC.
JERSEY CENTRAL POWER & LIGHT COMPANY	THE PROPHET CORPORATION
JERSEY MAIL SYSTEM	TJ'S SPORTWIDE TROPHY & AWARDS, INC.
JERSEY STATE ENERGY CONTROLS, INC.	TOWNSHIP OF MINE HILL - SEWER
JOHN SHAVER INSTRUMENTATION	TPAF PENSION
JUMP AHEAD PEDIATRICS LLC	TREASURER - STATE OF NJ
KAPLAN EARLY LEARNING COMPANY	TRU STOR, LLC
KATHRYN SCHULTZ MILLER	UGI CORPORATION
KDDS III, INC.	UNITED SUPPLY CORP.
KENVIL POWER MOWER	UNIVERSITY OF OREGON
KEVIN N AURIEMMA	UPCYCLE LLC
KIDBLOG, INC.	URGI-MED FAMILY MEDICAL CENTER
KURTZ BROS. INC.	V E RALPH COMPANY
LAKESHORE EQUIPMENT COMPANY	VARSITY BRANDS HOLDING CO., INC
LAKEVIEW LEARNING CENTER	VERIZON
LAZEL, INC.	VIKING PEST CONTROL
LEARNING ALLY, INC	VWR FUNDING, INC.
LERCH, VINCI & HIGGINS, LLP	W.B. MASON CO., INC.
LINCOLN FINANCIAL 403B	WALMART
MACHADO LAW GROUP	WEBSTER BANK
MANDARIN NEW JERSEY	WHARTON BOROUGH BOARD OF
MARSHALL MEMO	WHIRL CONSTRUCTION, INC
MARYRUTH BOOKS, INC	WILSON LANGUAGE TRAINING CORPORATION
MASCHIO'S FOOD SERVICES, INC.	WINDSOR LEARNING CENTER, INC.
LAKELAND-ANDOVER SCHOOL	XTEL COMMUNICATIONS, INC.
MCAEMSA	VERIZON WIRELESS - CELLCO PARTNERSHIP
MCGRAW-HILL EDUCATION, INC.	

- r. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve to accept the **final 2024-2025 Preschool Program Budget Approval below:**

**New Jersey Department of Education  
Division of Early Childhood Education**

**Preschool Education Aid  
2024-25 DISTRICT BUDGET PLANNING WORKSHEET**

<b>District:</b>	<b>County:</b>
<b>Mine Hill Twp</b>	<b>Morris</b>

<b>Resident General Education Students</b>	<b>Projected Enrollment</b>	<b>Estimated Preschool Education Aid (PEA)</b>
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Projected GENERAL EDUCATION Enrollment in <b>District</b>	35	\$555,555
Projected GENERAL EDUCATION Enrollment in <b>Head Start</b>	10	\$98,580
Projected GENERAL EDUCATION Enrollment in <b>Providers</b>	30	\$535,230
Projected GENERAL EDUCATION Enrollment in <b>Charter Schools</b>	0	\$0
	<b>75</b>	<b>\$1,189,365</b>

<b>Tuition from Individuals</b>	
<b>Tuition from Other LEAs</b>	
<b>Prior Year PEA Carryover</b>	
<b>Minimum Amt for Students w/Disabilities in Gen Ed Classrooms*</b>	\$208,020
<b>Additional Amt for Students w/Disabilities in Gen Ed Classrooms</b>	
<b>Additional Contribution from the General Fund</b>	

<b>Total Estimated Preschool Education Aid, Tuition, Carryover, and Special Education Funding</b>	<b>\$1,397,385</b>
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<b>Description</b>	<b>Account Number</b>	<b>Amount Budgeted</b>
<b>INSTRUCTION</b>	<b>20-218-100-</b>	
Salaries of Teachers	20-218-100-101	\$196,365
Teacher Salaries		\$191,365
Relief Teacher Salaries		\$0
Teacher stipends for professional development		
Substitute teacher stipends		\$5,000
Other Salaries for Instruction	20-218-100-106	\$75,200
Teacher Assistant Salaries		\$69,000
Teacher Assistant stipends for professional development		\$1,200
Substitute teacher assistant stipends		\$5,000
Unused Vacation Payment to Terminated/Retired Staff	20-218-100-199	
Purchased Professional and Educational Services	20-218-100-321	\$13,839
Other Pur. Serv. (400-500)	20-218-100-500	\$2,500
Tuition to Other LEA's within the State - Regular	20-218-100-561	
Supplies and Materials	20-218-100-600	\$20,000
Other Objects	20-218-100-800	
<b>SUBTOTAL – INSTRUCTION</b>		<b>\$307,904</b>
<b>SUPPORT SERVICES</b>	<b>20-218-200-</b>	
Sal. of Supervisors of Instruction	20-218-200-102	\$35,359
Sal. of Principals/Asst. Principals/Program Directors	20-218-200-103	\$31,513
Sal. of other Professional Staff	20-218-200-104	\$14,400
Sal. of Secretarial & Clerical Assistants	20-218-200-105	\$10,492
Other Salaries	20-218-200-110	\$74,844
Fiscal Specialist		\$57,852
Custodian		\$9,360



Security guard		\$7,632
Family/Parent Liaison	20-218-200-173	\$38,288
PIC/PIRS Coach	20-218-200-176	\$53,383
Unused Vacation Payment to Terminated/Retired Staff	20-218-200-199	
Personnel Services - Employee Benefits	20-218-200-200	\$213,067
Purchased Educational Services - Contracted Pre-K	20-218-200-321	\$431,164
Purchased Educational Services - Head Start	20-218-200-325	\$145,275
Other Purchased Professional - Education Services	20-218-200-329	\$6,575
Other Purchased Professional Services	20-218-200-330	\$2,000
Cleaning, Repair and Maintenance Services	20-218-200-420	
Rentals	20-218-200-440	\$0
Contracted Services - Transportation	20-218-200-511	\$0
Contracted Services (Field Trips)	20-218-200-516	\$2,500
Travel	20-218-200-580	\$500
Miscellaneous Purchased Services	20-218-200-590	\$0
Supplies and Materials	20-218-200-600	\$6,575
Other Objects	20-218-200-800	\$3,548
<b>SUBTOTAL – SUPPORT SERVICES</b>		<b>\$1,069,481</b>
<b>FACILITIES ACQ. CONSTR. SERVICES</b>	<b>20-218-400-</b>	
Instructional Equipment	20-218-400-731	\$20,000
Noninstructional Equipment	20-218-400-732	
<b>SUBTOTAL – FAC. ACQ. &amp; CONSTRUCTION</b>		<b>\$20,000</b>
<b>TOTAL</b>		<b>\$1,397,385</b>

\*\*\*Minimum Amt for Students w/Disabilities in Gen Ed Classrooms" is calculated by applying the estimated PEA county rate to each classified special education child in general education classrooms (full-time only) entered in Table 1, based on their program. This is the estimated minimum amount needed to educate such students; any additional amounts needed may be entered on the subsequent line, "Additional Amt for Students w/Disabilities in Gen Ed Classrooms".

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
YES	X	X	Absent	X	X	X	X
NO							
ABSTAIN							
RECUSE							

## 15. INSTRUCTION & CURRICULUM

*Committee of a Whole*

## 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 **authorizes the Superintendent to hire new personnel between board meetings during the months of July and August 2024;** and

BE IT FURTHER RESOLVED, that all of these actions shall be presented to the Board of Education at its next meeting for final approval.

- b. RESOLVED, that the Board of Education approves the **Principal Employment Contract for Adam Zygmunt for the 2024-2025 school year.** (Available for review in the Business Office)
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointing **Stacia Rothrock as a STEAM Teacher/Tech Coach, MA Step 15** at a salary of \$84,615.00 with benefits for the **2024-25 school year.** To be paid out of Acct # 11-120-100-101-00-100 75%, 11-110-100-101-00-100 15%, 11-130-100-101-00-100 10%.
- d. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves to **rescind the previously approved appointment of Hallie Caparoni and Diana Carroll for twenty (20) hours per teacher for Pre-K Curriculum Writing** at the contract rate of \$38.00/hour.
- e. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves to **rescind the previously approved appointment Brittany Ruane to work a total not to exceed 40 hours** at the contracted rate of \$38.00/hour as needed for Pre-School administration form July 1, 2024 through August 29, 2024.

Motion of: Brian Homeyer

Seconded by: Jennifer Antoncich

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

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Charlotte Danielson as the Teacher Evaluation Plan and Multidimensional Leadership Performance System as the Principal Evaluation Plan** for the 2024-2025 school year.
- b. WHEREAS, the Superintendent recommends the approval of **summer hours** for twelve month staff beginning June 17, 2024 and ending August 23, 2024.

RESOLVED, that the summer hours will be Monday through Thursday, 8 a.m. to 4 p.m. including a working lunch and elimination of the 15-minute a.m. and p.m. break for the secretaries, the building will be closed on Fridays.

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	X	X
NO							
ABSTAIN							
RECUSE							

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

- a. For informational purposes the following facility use application(s) were received:

Organization	Purpose	Room Needed	Dates
Wharton Area Little League	Baseball & Softball Games & Practices	Gym and Field	3/1/24 – 10/31/24 Gym: 3/1-4/30 Monday-Friday 6-8:30 p.m. Field: 3/1-10/31 Monday-Friday 5pm-8pm Saturdays 8am-2pm

- 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	Travel Parking	Meals	Estimated Total Expense
7-1-24 to 8-6-24	Nicole Torrey	Social -Emotional Learning Facilitator & Yoga Instructor Certification	\$1,999.00	N/A	N/A	\$1,999.00

- c. RESOLVED, that the Board of Education approves that there will be **no anticipated changes to the facility use for the school year 2024-2025** however, the district will be requesting a toilet room waiver for the kindergarten classrooms for the 2024-25 school year.

WHEREAS, the Board of Education **elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3.**

WHEREAS, In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible, and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

WHEREAS, the Board of Education has already retrofitted one toilet stall and one handwashing station to accommodate Kindergarten students,

THEREFORE, LET IT BE RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the Mine Hill Township school district to use the alternate method of compliance in accordance with **N.J.A.C. 6A:26-6.3, in lieu of individual toilet rooms for kindergarten classrooms 111 and 119 for the 2024-2025 school year.**

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	X	X
NO							
ABSTAIN							
RECUSE							

**19. Presidents Report – N/A**

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

**21. MHEF Report** *Katie Bartnick, Jennifer Antoncich*  
• Donation

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

**23. Community Committee Report** - N/A

**24. Old Business**  
• Plaster/Parking lot design

**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 Brian Homeyer seconded by Katie Bartnick at 8:30 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	X	X
NO							
ABSTAIN							
RECUSE							

Respectfully submitted,  
***Carolina Rodriguez***  
Carolina Rodriguez, SBA  
Board Secretary