

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
May 23, 2016

1. Call to Order

2. Statement of Compliance

In compliance with the Open Public meetings Act, Public Law 1975, Chapter 231, adequate notice of the date, time and location for this meeting has been properly advertised in the Daily Record on January 17, 2016 and copies of the agenda have been posted on the district web site and locations designated by the Board, and emailed to the Clerk of the Township of Mine Hill.

3. Flag Salute

4. Roll Call

Katie Bartnick		Jill Del Rio	
Karen Bruseo		Debbie Giordano	
Peter Bruseo		Bridget Mauro	

5. Executive Session

On the motion of _____ seconded by _____ at _____ 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 _____. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

6. Return to Regular Session

On the motion of _____ seconded by _____ at _____ p.m. the Board returns to the regular session meeting.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro

7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **May 23, 2016**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **May 23, 2016**.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro

8. Correspondence

9. Superintendent's Report

10. Presentation / Reports

11. Business Administrator's Report

12. Public Discussion

13. FINANCE

Karen Bruseo, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **payment of bills** (including state health and dental benefits) from the General Operating Account, in the amount of \$538,199.13 plus \$300,402.68 for the **April, 2016** payrolls (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA); 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)	\$0.00
Food Service Fund	\$0.00
Student Activity Fund (Canfield School Account)	\$7,324.55

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of April**, 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** are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Board Secretary and Treasurer 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

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 that the Board of Education accepts the recommendation of the Business Administrator and approves the renewal of **voluntary student accident insurance** for the period of **September 1, 2016 to August 31, 2017**, through T.L. Groseclose Associates, Inc., at the following annual rates: \$10.50 for School Time Coverage, \$72.00 for 24 hour Coverage and \$12.00 for Accident Dental Coverage.
- e. Resolution Determining the Form and Other Details of Not to Exceed \$1,150,000 Principal Amount of Refunding School Bonds of the Board of Education of the Township of Mine Hill in the County of Morris, New Jersey and to Provide for Such Refunding.

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED MARCH 1, 2001, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$2,633,000, APPROPRIATING NOT TO EXCEED \$1,150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,150,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

- Section 1. The Board of Education of the Township of Mine Hill in the County of Morris, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable school bonds of the School District issued in the original principal amount of \$2,633,000 and dated March 1, 2001 (the "2001 Bonds"). While the first call date for the 2001 Bonds was March 1, 2010, the 2001 Bonds maturing on or after March 1, 2011 (the "Refunded Bonds") now may be redeemed at the option of the Board of Education in whole or in part on any date (the "Redemption Date") at a redemption price equal to 100% of such Refunded Bonds.
- Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$1,150,000 pursuant to N.J.S.A. 18A:24-61 et seq.
- Section 3. An aggregate amount not exceeding \$45,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.
- Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.
- Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.
- Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.
- Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2001 Bonds referred to in Section 1 hereof.
- Section 8. This bond ordinance shall take effect immediately after final adoption.
- f. BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF MINE HILL IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:**

- Section 1. The Board of Education of the Township of Mine Hill in the County of Morris, New Jersey (referred herein as the “Board of Education” or “Board”) hereby authorizes the sale of \$1,150,000 Refunding School Bonds (the “Bonds”) by virtue of its final adoption by a two-thirds majority of its full membership on May 23, 2016 of a bond ordinance entitled, “Refunding Bond Ordinance of The Board of Education of the Township of Mine Hill in the County of Morris, New Jersey, Providing for the Refunding of All or a Portion of the Outstanding Callable School Bonds of the School District, Dated March 1, 2001, Issued in the Original Principal Amount of \$2,633,000, Appropriating Not to Exceed \$1,150,000 Therefor and Authorizing the Issuance of Not to Exceed \$1,150,000 Refunding Bonds to Provide for Such Refunding” (the “Bond Ordinance”).
- Section 2. The Bonds are hereby authorized to be sold to an investment banking or financial institution (referred to herein as the “Purchaser”) selected by the Business Administrator/Board Secretary, based on the solicitation of proposals for such financial services by Phoenix Advisors, LLC, the financial adviser (the “Financial Advisor”) in accordance with the term sheet submitted by the Purchaser (the “Term Sheet”). The purchase price for the Bonds will equal the par amount of the Bonds. The Business Administrator/Board Secretary is hereby authorized to accept the terms of the Term Sheet on behalf of the Board of Education for the sale of the Bonds to the Purchaser in accordance with the provisions of this resolution. In consultation with Bond Counsel and the Financial Advisor to the Board of Education, the Business Administrator/Board Secretary is authorized to revise the interest payment dates, principal payments amounts, the form of the Bond and number of maturities provided for herein between the sale date and closing date on such Bonds. The Board of Education hereby designates the Business Administrator/Board Secretary to sell and to award the Bonds in accordance with the Term Sheet prepared by the Financial Advisor.
- Section 3. The Bonds are being issued to incur interest cost savings by redeeming all of the callable outstanding school bonds of the Board of Education originally issued in the principal amount of \$2,633,000, dated March 1, 2001, which bonds maturing on or after March 1, 2017 (the “Refunded Bonds”) are redeemable at the option of the Board of Education in whole or in part on any date at par (the “Redemption Price”), plus in each case accrued interest, if any, to the date fixed for redemption. Proceeds of the Bonds will be used to provide for the refunding and the costs of issuance necessary for the issuance of the Bonds.
- Section 4. The Bonds shall be issued in accordance with the terms and the conditions set forth in the Term Sheet within the parameters set forth herein:
- (A) The Bonds shall be issued in the par amount of \$1,150,000 as determined by the Business Administrator/Board Secretary with the advice of the Financial Advisor. The proceeds of the Bonds will pay costs of issuance and will provide for payment of the Redemption Price

or the amount necessary to fund an escrow which, when invested, will be sufficient to pay the Redemption Price of the Refunded Bonds on the Redemption Date and the interest due on the Refunded Bonds through the Redemption Date;

- (B) The Bonds shall be dated the date of delivery or as otherwise established by the Business Administrator/Board Secretary with the advice of the Financial Advisor;
- (C) The Bonds shall mature in the principal amounts on March 1 of each year, commencing on March 1, 2017 and annually thereafter until March 1, 2022 as determined by the Business Administrator/Board Secretary with the advice of the Financial Advisor and shall bear interest at the interest rate per annum set forth in the Term Sheet on the unpaid principal balance on each March 1 and September 1 until maturity, commencing on September 1, 2016 and ending March 1, 2022;
- (D) The Bonds shall be issued in the form of one bond for each maturity or as determined by McManimon, Scotland & Baumann, LLC (“Bond Counsel”);
- (E) The Bonds shall be numbered consecutively from R-1 upward and shall mature in such principal amounts as set forth herein; and
- (F) The Bonds are not subject to optional redemption.

Section 5. The Bonds shall be substantially in the form attached hereto as Exhibit A, with such additions, deletions and omissions as may be necessary for the Board of Education to market the Bonds.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel, complete except for omission of its date.

Section 7. Bond Counsel is authorized to arrange for the printing of the Bonds.

Section 8. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

Section 9. The Business Administrator/Board Secretary is hereby authorized to make representations and warranties, if necessary, to enter into agreements and to make all arrangements with the paying agent as may be necessary in order to provide that the Bonds will be eligible for deposit with the paying agent and to satisfy any obligation undertaken in connection therewith.

- Section 10. The Business Administrator/Board Secretary is also authorized and directed to pay the costs of issuance in connection with the sale of the Bonds pursuant to a certificate of the Business Administrator/Board Secretary to be executed upon delivery of the Bonds in an aggregate amount not to exceed the amount outlined in the Bond Ordinance.
- Section 11. The Business Administrator/Board Secretary shall take all steps necessary to call the Refunded Bonds on the Redemption Date, at par, plus any unpaid accrued interest thereon and to take all steps necessary for the investment of the proceeds of the Refunded Bonds necessary to arrange for such redemption. The Financial Advisor and/or the Purchaser, on behalf of the Board of Education, are authorized to reserve and purchase open market treasury securities and/or United State Treasury—State and Local Government Series (SLGs) for deposit with the escrow agent if required. All of the principal amount and interest earnings on the open market treasury securities and/or SLGs, as well as cash, if necessary, will be used to pay the interest due on the Refunded Bonds through the Redemption Date and pay the Redemption Price on the Refunded Bonds on the Redemption Date. The Board hereby authorizes the Business Administrator/Board Secretary to select a bank to serve as escrow agent, if necessary, based upon the recommendation of the Financial Advisor and authorizes the Business Administrator/Board Secretary and/or Board President to enter into an Escrow Deposit Agreement with such escrow agent in order to provide instructions regarding the deposit of the open market treasury securities and/or SLGs and cash, if any.
- Section 12. The Board hereby authorizes the Business Administrator/Board Secretary to select a firm to serve as verification agent, if necessary, based upon the recommendation of the Financial Advisor, to confirm the accuracy of the arithmetical and mathematical computations supporting (i) the accuracy of the interest cost savings and the sufficiency of the amount in the escrow account to pay the interest due on the Refunded Bonds through the Redemption Date and pay the Redemption Price on the Redemption Date; and (ii) the calculations of yield supporting the conclusion of Bond Counsel that the Bonds are not “arbitrage bonds” as such meaning is set forth in the Code.
- Section 13. The Business Administrator/Board Secretary is authorized to invest the proceeds of the Bonds in investment obligations or deposits as permitted in accordance with New Jersey law. The Business Administrator/Board Secretary, Board President and Bond Counsel are hereby authorized to take the necessary actions to fulfill the intent and requirements of this resolution.
- Section 14. This resolution shall take effect immediately.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro

14. INSTRUCTION/CURRICULUM

Katie Bartnick, Jill Del Rio, Bridget Mauro

- a. WHEREAS, five Mine Hill students are accepted at **Roxbury High School** and the lottery was held on February 22, 2016 for available seats;

WHEREAS, student J.O. was accepted but has decided to decline placement from the lottery;

BE IT RESOLVED, that a parent inquired about the lottery and the available seat will be filled by student, L.V. for the 2016-2017 school year.

15. OPERATIONS

Debbie Giordano, Bridget Mauro

16. PERSONNEL

Jill Del-Rio, Debbie Giordano, Bridget Mauro

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. on the recommendation of the Superintendent.

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves payment to **Mark Richardson**, per the agreement between the Mine Hill Teachers Association and the Mine Hill Township Board of Education, for the Memorial Day festivities, at a rate of \$32.01 per hour for three (3) hours.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Joseph Heredia	Bridget Mauro

17. POLICY

Debbie Giordano, Bridget Mauro

18. BUILDINGS AND GROUNDS

Katie Bartnick, Pete Bruseo & Bridget Mauro

19. Dover Report

Peter Bruseo

20. MHEF Report

Karen Bruseo, Jill Del Rio

21. Old Business

22. New Business

23. Public Discussion

24. Executive Session

On the motion of _____ seconded by _____ at _____ 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)

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- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
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- 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 _____. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

25. Return to Public Session

On the motion of _____ seconded by _____ at _____ p.m. the Board returns to the regular session meeting.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro

26. Adjournment

On the motion of _____ seconded by _____, the Board adjourns the meeting at _____ p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Debbie Giordano	Bridget Mauro