

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
November 20, 2017

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 11, 2017 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		Bridget Mauro	
Karen Bruseo		Dina Mikulka	
Peter Bruseo		Brianna O'Brien	
Jill Del Rio			

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	Bridget Mauro	Dina Mikulka	Brianna O'Brien

7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **October 16, 2017**.
- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **October 16, 2017**.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien

8. Correspondence

9. Superintendent's Report

10. Presentation / Reports

- Election Results

Vote for 2

Karen Bruseo: 494 votes

Peter Bruseo: 485 votes

Write-In: 9

Unexpired Term 1 Year (Vote for 1)

Brianna O'Brien: 503 votes

Write-In: 4

Statement of Declaration

A STATEMENT of Determination of the **BOARD OF CANVASSERS**, relative to a School Board Election held in the County of Morris, State of New Jersey, for the election of School Board Members for the Municipality of **MINE HILL TOWNSHIP** on the **7th day of November, 2017**.

The Board does determine that at the said election:

Karen Bruseo	Member of the Board of Education	3 Year Term
Peter Bruseo	Member of the Board of Education	3 Year Term
Brianna O'Brien	Member of the Board of Education	1 Year Term

- Innovation Time student presentation

11. Business Administrator's Report

12. Public Discussion

13. FINANCE

Karen Bruseo, Jill Del Rio, 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 \$859,608.67 plus \$314,095.16 for the **October, 2017** payrolls (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA).
- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of October**, 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 **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 of Education accepts the recommendation of the Business Administrator and approves the contract for **Bilingual Evaluations** for the 2017-2018 school year with **Hillmar, LLC** at the rate of **\$525.00 per evaluation for Spanish** and **\$700.00 per evaluation for Hebrew, Arabic, Mandarin, Cantonese, Hindi/Kannada, Ukrainian, French, Russia; Korean, Italian; Portuguese, Polish, Gujarati** not to exceed \$6,000.00.
- e. RESOLVED RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and Business Administrator to approve the contract with **William Librera of West Hudson Associates** to provide expert witness services in the trial for the amendment of the shared service agreement with Dover Board of Education in withdrawing Mine Hill Township Grade 7 and 8 pupils from Dover Middle School. The fee structure will be \$175 per hour for meetings, preparation, report writing, etc. and \$1,000 for ½ day and \$1,500 for a full day for depositions and court appearances.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien

14. INSTRUCTION & CURRICULUM *Jill Del Rio, Brianna O'Brien, Bridget Mauro*

- a. RESOLVED, that the Board of Education accepts the NJ Department of Education's designation as a **Lighthouse District**, and recognizes the hard work and effort of the teachers and staff of the Canfield Avenue School for all they do to assure the growth and achievement of all students.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2017-2018 Uniform Memorandum of Agreement between Education and Law Enforcement Officials**. (Documents available for review in the business office).
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves for **Educational Services** to be provided to Student ID: 5802441844 while student is attending Daytop New Jersey Academy commencing on September 22nd, 2017, at a daily rate of \$254.27, as per Dover's CST. (Pending receipt of updated IEP.)
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves an **Educational Evaluation** for Student ID: 5942816747 at a rate of \$380.00, as per Dover's CST.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves an **Educational and Psychological Evaluation** for Student ID: 1928698773, at a rate of \$760.00, as per Dover's CST.

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves an **Educational and Psychological Evaluation** for Student ID: 5802441844, at a rate of \$760.00, as per Dover's CST.

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien

15. PERSONNEL

Jill Del Rio, Bridget Mauro, Brianna O'Brien

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 **tenure for Mr. Adam Zygmunt**, principal of the Canfield Avenue School.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves Robby Suarez as a **STEP Mentor (Title 1)** for the 2017-18 school year, for 1 hour/week for 30 weeks at a rate of \$32.65/hour.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Anna Xhumba, Randolph High School Option II program**, to observe Noreen Vetter, school nurse, 2-3 times per week for one hour between November, 2017 and June, 2018.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Donna Grossman** as a **Substitute Nurse** for the 2017-2018 school year.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Margaret Nunnermacker as a substitute for after school clubs**, on an as needed basis, at a rate of \$32.65/hour, for the 2017-2018 school year.
- f. 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 (family coverage) during the 2017-2018 school year to be paid in two installments as per contract, for the following employees:

Employee Name	Amount to be paid December, 2017	Amount to be paid June, 2018	Total Amount to be paid
Carroll, Diana	\$1,250.00	\$1,250.00	\$2,500.00
Eastman, Michelle	\$1,250.00	\$1,250.00	\$2,500.00
Ondish, Beth	\$1,250.00	\$1,250.00	\$2,500.00
Ramacciotti, Jill	\$1,250.00	\$1,250.00	\$2,500.00
Ronay, Scott	\$1,250.00	\$1,250.00	\$2,500.00
Snarski, Lauren	\$1,250.00	\$1,250.00	\$2,500.00
Carter-Munson, Zorina	\$1,250.00	\$1,250.00	\$2,500.00

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien

16. POLICY / OPERATIONS / PUBLIC RELATIONS

Katie Bartnick, Karen Bruseo, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Revised NJQSAC Statement of Assurance** for the 2017-2018 school year. (Available for review in the business office)
- 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	Estimate Total Expense
9-14-17	Carolina Rodriguez	NJASBO ESSA Accounting Rockaway, NJ	\$100.00	\$0.00	\$100.00
10-15-17	Carolina Rodriguez	NJASBO Title I Rockaway, NJ	\$100.00	\$0.00	\$100.00
1-23-18	Carolina Rodriguez	NJASBO Legal Rockaway, NJ	\$100.00	\$0.00	\$100.00
2-13-18	Carolina Rodriguez	NJASBO Transportation Rockaway, NJ	\$100.00	\$0.00	\$100.00
3-20-18	Carolina Rodriguez	NJASBO Purchasing Rockaway, NJ	\$100.00	\$0.00	\$100.00
12-7-17	Debbie Hanley	NJASBO Payroll Fundaments Rockaway, NJ	\$100.00	\$5.70	\$105.70
1-22-18	Debbie Hanley	2018 FMLA Compliance Update Morristown, NJ	\$199.99	\$8.90	\$207.90
3-20-18	Debbie Hanley	NJASBO Purchasing Rockaway, NJ	\$100.00	\$5.70	\$105.70
4-12-18	Debbie Hanley	NJASBO Audit Review Rockaway, NJ	\$100.00	\$5.70	\$105.70
5-10-18	Debbie Hanley	NJASBO Admin. Assistant Program Rockaway, NJ	\$100.00	\$5.70	\$105.70
11-16 & 11-17-17	Susan Charlton	NJ Associate of School Librarians Conference Long Branch, NJ	\$180.00*	\$84.94	\$264.94

*Change in Registration fee previously approved on 9-25-17 with a registration cost of \$150.00

Motion of: _____ Seconded by: _____

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Bridget Mauro	Dina Mikulka	Brianna O'Brien

17. BUILDING & GROUNDS *Katie Bartnick, Pete Bruseo, Bridget Mauro*

18. Dover Report *Pete Bruseo, Dina Mikulka*

19. MHEF Report *Pete Bruseo, Dina Mikulka*

20. Old Business

21. New Business

- Select the January board of education re-organization meeting date, which must take place between January 2-5, 2018.

22. Public Discussion

23. Executive Session

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- 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
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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.

24. 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	Bridget Mauro	Dina Mikulka	Brianna O'Brien

25. 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	Bridget Mauro	Dina Mikulka	Brianna O'Brien