

**MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
February 26, 2018**

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 and the Randolph Reporter on January 11, 2018 and copies of the agenda have been posted on the district website 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 meeting in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select on 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 and 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 category(s) _____. 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, that the Board of Education approves the **executive session minutes** of the meeting held on January 22, 2018.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on January 22, 2018 and the special meeting held on **February 21, 2018**.

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

- Retirement letter from Betty Lou Minno
- Resignation letter from Victoria Mrasz

9. Superintendent's Report

10. Presentations / Reports

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 **January, 2018 payrolls** in the amount of \$313,549.89 (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA), plus the **payment of bills** (including state health and dental benefits) from the General Operating Account in the amount of \$1,040,228.17.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of December, 2017 and January, 2018**, which is attached and made part of this resolution by reference.

- c. WHEREAS, in compliance with N.J.A.C. 6A:23-2.11©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 December, 2017 and January, 2018** 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. WHEREAS, that the Board of Education authorizes the Business Administrator to apply and accept the **Farm to School grant**.

RESOLVED, that the Board of Education accepts the award of the Farm to School grant in the amount of \$1,992.25, will be used for a field trip to tour the farm and any costs associated with the field trip.

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

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **The Arc of New Jersey to provide School-to-Work Transition services** for Student ID #: 6856508144, 50 hours of Instruction, Job Coaching and Job Sampling at a rate of \$53.00/hour, not to exceed \$2,650.00.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Shepard Preparatory High School** to provide education services for Student ID #: 3258911802, commencing on February 26, 2018 through the end of the school year at a prorated tuition rate of \$20,960.49.

15. PERSONNEL

Committee of a whole

New Personnel employment appointments are contingent upon the required stated 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 Betty Lou Minno, 3rd grade teacher**, effective July 1, 2018, for the purpose of retirement.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **resignation of Victoria Mrasz, Instructional Aide**, effective February 1, 2018, for the purpose of enlisting in the U.S. Army.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Elizabeth Overko** as a **substitute teacher** at a rate of \$90/day and **substitute aide** at a rate of \$70/day for the 2017-2018 school year.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the increase of hours for **Lisa Lardieri, Instructional Aide**, from 3.5 to 5.8 hours per day at the annual salary of \$12,736.80 pro-rated, no benefits, effective February 1, 2018 through June 30, 2018.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Tara Downey, as an Instructional and Cafeteria Aide**, for 5.8 hours per day at the annual salary of \$12,736.80 pro-rated, no benefits, Effective February 12, 2018 through June 30, 2018.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **appointment of Stephanie Alfieri, as a leave replacement teacher** for employee #4383 as follows:

BA Step A, \$53,300.00, pro-rated, no benefits, effective April 16, 2018 through June 22, 2018 (or last day of school).
- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **appointment of Shannon Scherr, as a leave replacement teacher** for employee #4051 as follows:

BA Step A, \$53,300.00, pro-rated, no benefits, effective May 7, 2018 through June 22, 2018 (or last day of school).
- h. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the placement of **Erin Pomponio, to conduct classroom observations** in second grade as part of her teacher training program through Montclair University.
- i. RESOLVED, that Board of Education accepts the recommendation of the Superintendent and approves the placement of **Hannah Pyrzynski to conduct classroom observations** with Mrs. Martinez as part of her teacher training program through Messiah College.

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

Committee of a whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2018-2019 school year calendar**. (Available for review in the business office).
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2018-2019 twelve month employee calendar**. (Available for review in the business office).
- c. RESOLVED, that the Board of Education, accepts the recommendation of the Superintendent and approves the following item to go to **bid with Gov Deals**:

<u>Item</u>	<u>Quantity</u>
Basketball Hoop	Two (2)

- d. RESOLVED, 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
2-7-18	Dorothy Quinn	Fostering Growth Mindsets in Every Math Classroom, Monroe, NJ	\$179.00	\$ 41.21	\$220.21
2-7-18	Robby Suarez	Fostering Growth Mindsets in Every Math Classroom, Monroe, NJ	\$164.00	\$41.21	\$205.21
2-7-18	Adam Zygmunt	Fostering Growth Mindsets in Every Math Classroom, Monroe, NJ	\$164.00	\$41.21	\$205.21
2-27-18	Jeff Steidl	NJ Annual Health & PE Conference Long Branch, NJ	\$135.00	\$43.09	\$178.09
3-2-18	Melissa Gusterovic	Literacy Development Saddle Brook, NJ	\$150.00	-0-	\$150.00
3-2-18	Jill Ramacciotti	Literacy Development Saddle Brook, NJ	\$150.00	\$20.71	\$170.71
3-17-18	Noreen Vetter	NJ Nurses Annual Conference Princeton, NJ	\$199.00	13.73	\$212.73
3-23-18	Susan Charlton	NJAGC Conference West Windsor, NJ	\$199.00	\$31.80	\$230.80

- e. Committee of a whole to discuss Policy Alert #214.

Motion of: _____ Seconded by: _____

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

17. BUILDINGS & GROUNDS

Katie Bartnick, Peter Bruseo, Bridget Mauro

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Use of Facilities** as follows:

Organization	Purpose	Room Needed	Dates
Wharton Area Little League*	Baseball & Softball Practices and Games	Gym: Mon-Fri (when available) Outside field: Mon-Sat (when available)	3/19/18 – 4/27/18 3/17/18 – 6/16/18
Mine Hill/Wharton Rotary*	Tricky Tray	Gym & 1 classroom	6/2/18

**Pending Insurance Certificate*

Motion of: _____ Seconded by: _____

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

18. Dover Report

Peter Bruseo

19. MHEF Report

Peter Bruseo, Dina Mikulka

20. Old Business

21. New Business

- Discuss possible change of the March 19, 2018 Board meeting

22. Public Discussion

23. Executive Session

24. Return to Public Session

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

Motion of: _____ Seconded by: _____

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