

**MINE HILL BOARD OF EDUCATION  
AGENDA  
REGULAR MEETING  
June 3, 2019**

**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 25, 2019 and the Randolph Reporter on January 24, 2019 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**

Katie Bartnick		Dina Mikulka	
Karen Bruseo		Diane Morris	
Peter Bruseo		Jennifer Waters	
Jill Del Rio			

**4. 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.***

**5. Regular Session - \_\_\_\_\_ p.m.**

**6. Flag Salute**

## 7. Approval of Minutes

- a. RESOLVED, that the Board of Education approves the **executive session minutes** of the meeting held on **May 13, 2019**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **May 13, 2019**.

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

## 8. Correspondence

## 9. Superintendent's Report

## 10. Presentations / Reports

- Educator of the Year Nomination
- Para-Professional of the Year Nomination

## 11. Business Administrator's Report

## 12. Public Discussion

## 13. FINANCE *Karen Bruseo, Jill Del Rio, Dina Mikulka*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **payment of bills** from the General Operating Account, in the amount of \$311,243.99.
- 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 **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 Board of Education accepts the recommendation of the Business Administrator and approves the **Joint Transportation Agreement between Camden County Educational Services Commission and the Mine Hill Township Board of Education**, to provide transportation for a Mine Hill resident student attending Brookfield Academy;

WHEREAS, the transportation cost for Route Number 906 is \$1,915.20 for the period of 4/9/19 thru 6/12/19, which may be adjusted based on changes to the route.

- e. 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 is 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, 2019 through June 30, 2020.

- f. 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 2018-19 fiscal year, as well as any and all entries and actions for the opening of the 2019-20 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, 2019; 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.

- g. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Machado Law Group** for Legal Services for the 2019-2020 school year. To be paid out of account **11.000.230.331.00.400**.
- h. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Schenck, Price, Smith & King** for Legal Services for the 2019-2020 school year. To be paid out of account **11.000.230.331.00.400**.
- i. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Di Cara Rubino Architects** as Architect of Record for the 2019-2020 school year. To be paid out of account **11.000.230.334.00.400**.

- j. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Lerch, Vinci & Higgins, LLP** as Auditor for the 2019-2020 school year. To be paid out of account **11.000.230.332.00.450**.
- k. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Strauss-Esmay Associates** Policy Consultant Services for the 2019-2020 school year. To be paid out of account **11.000.230.339.00.450**.
- l. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Physical Therapy Services** with **Elissa Rael** at the rate of **\$75.00 per hour** for the 2019-2020 school year. Comparable Process Procurement Method. To be paid out of account **11.000.216.320.00.109**.
- m. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Occupational Therapy Services** with **PG Chambers** at a rate of **\$89.00 per hour** for the 2019-2020 school year. Comparable Process Procurement Method. To be paid out of account **11.000.216.320.00.109**.
- n. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Behaviorist Services** at a BCBA level with **Michelle Lawton** at a rate of **\$125.00 per hour** for the 2019-2020 school year. Comparable Process Procurement Method. To be paid out of account **11.000.216.320.00.109**.
- o. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Behaviorist Services** at a BCABA level with **Colleen Lonergan** at a rate of **\$65.00 per hour** for the 2019-2020 school year. Comparable Process Procurement Method. To be paid out of account **11.00.216.320.00.109**.
- p. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **appointment of Dr. Brent Forward, MD School Physician**, at a rate of \$3,500.00 annually for the 2019-2020 school year. To be paid out of account **11.000.213.300.00.000**.
- q. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **meal prices** as listed below for the 2019-2020 school year in accordance with the Paid Lunch Equity Requirement guidelines:

BREAKFAST

Student: \$1.45 (no increase)  
 Reduced: \$0.30 (no increase)  
 Adult: \$1.85 (no increase)

LUNCH

Student: \$3.00 (.15¢ increase)  
 Reduced: \$0.40 (no increase)  
 Adult: \$3.70 (no increase)

- r. 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 \$3,684,400.00;

NOW THEREFORE BE IT RESOLVED by the Mine Hill Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- s. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract for **Bayada Home Healthcare Substitute School Nursing** for the 2019-2020 school year at the rate of \$60.00 per hour for RN services, in accordance with the contract which shall remain on file in the business office. To be paid out of account **11.000.213.100.00.101**.
- t. 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 2019-2020 school year with the awarded vendors. (List of awarded vendors available in the Business Office)
- u. 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 2019-2020 school year with the awarded vendors. (List of awarded vendors available in the Business Office)
- v. 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 2019-2020 school year with the awarded vendors. (List of awarded vendors available in the Business Office)
- w. RESOLVED, that the Superintendent of Schools with the recommendation of the Business Administrator approves the Mine Hill Board of Education **Purchasing Manual** for the 2019-2020 school year. (Available for review in the Business Office)
- x. WHEREAS, the Mine Hill Township Board of Education conducted a Bid opening for Direct Digital Controls and/or HVAC service work on May 22, 2019;

WHEREAS, Jersey State Controls was the only vendor to submit a proposal;

NOW, THEREFORE BE IT RESOLVED, based on the proposal submitted that the Mine Hill Township Board of Education award the contract for Direct Digital Controls and/or HVAC Service work to **Jersey State Controls**. The initial term of the contract for this proposal shall be for two (2) fiscal years (2019-2020 & 2020-2021) with the option to renew up to two (2) additional years upon mutual agreement of the school district and the provider. However, the actual contract term will be from the date of award through June 30, 2021. Contract to be paid out of account number 11.000.261.420.00.100.

School Year	Labor Rate Per Hour M-F 7:00am-4:30pm	Labor Rate Per Hour Saturday	Labor Rate Per Hour Sunday or Holidays	*Discount (-) from List Price on Parts % *
2019-2020	\$138.00	\$207.00	\$276.00	45%
2020-2021	\$140.00	\$210.00	\$278.00	45%

- y. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the 2019-20 school year agreement with **Behavioral Health Services Agreement with Prime Healthcare Services - Saint Clare's, LLC**;

WHEREAS, Saint Clare's is a hospital system with acute care hospitals located in Denville and Dover, a psychiatric hospital located in Boonton, and various outpatient services and clinics;

WHEREAS, Mine Hill Township School District has a need for certain medical services to be provided to its students;

WHEREAS, Saint Clare's desires to provide certain healthcare services to the Mine Hill Township School District at specific rates and;

WHEREAS, the Mine Hill Township School District desires to contract with Saint Clare's to provide such healthcare services. (Terms of agreement filed in the business office).

- z. Pursuant to N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), and based upon the recommendation of the School Business Administrator /Board Secretary the Mine Hill Township Board of Education purchases with the following **State Contract Vendor's** who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the Mine Hill Township Board of Education and the referenced State Contract Vendors shall be for the 2019-2020 school year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury, Cooperative Purchasing Program.

Vendor	State Contract #	State Contract
Ricoh (Atlantic Tomorrow)	A40467	Copiers, Maintenance & Supplies
Dell	A89850	Software Licenses
Dell	A89967	Naspo Value Point Computers
Dell	A88796	Data Communication Equipment
Home Depot Inc. (43894)	A83930	Walk-in Building Supplies
Hunter Technologies	A80802	Telecommunications Equipment & Services
CDW Government LLC	A89849	Software License & Related Services
Cisco - Promedia Technology Service, Inc.	A87720	Data Communications Equipment
Verizon Wireless	A82583	Wireless Device & Services
Xtel Communications	A80807	Telecommunications Equip & Services
Xtel Communications	A88737	Communication Wiring Services
Signal Control Product	A87152	LED Signal Indicators and Warning Devices
Signal Control Product	A40305	Traffic Signals, Poles, Controls, Electrical Equipment & LED Services

- aa. 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 2019-20 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.

A. C. DAUGHTRY, INC.	LAKELAND ANDOVER SCHOOL
A.N.A. PAINTING CORP.	LAKESHORE EQUIPMENT COMPANY
ABLE SECURITY INC.	LEARNING A-Z
ABRAMS AND COMPANY PUBLISHERS, INC.	LEARNING ALLY, INC
ACCELERATIONS EDUCATIONAL SOFTWARE	NO TEARS LEARNING INC.
ACCUSCAN	LERCH, VINCI & HIGGINS, LLP
ADLER ALUMINUM & GLASS COMPANY	LINCOLN FINIANCIAL 403B
AFLAC - AFT TX DIS	MACHADO LAW GROUP

AFLAC - PRE TAX	MANDARIN NEW JERSEY
AFTON PUBLISHING LLC	MARSHALL MEMO
SYNCHRONY BANK	MASCHIO'S FOOD SERVICES, INC.
AMERICAN TUTOR, INC.	MCASBO
AMY RUBIN	GEORGIA HOLDINGS INC
ANDRADE, GABRIELA	PERFORMANCE HEALTH SUPPLY, INC.
APPLE INC	METCO SUPPLY INC.
ARTHUR J. GALLAGHER RISK MANAGEMENT SERV	MGL FORMS-SYSTEMS, LLC
ASBURY PARK	MICHELLE R. LAWTON
ASSOC FOR SUPERVISION & CURRICULUM & DEV	MINE HILL ED. FOUNDATION
ASPIRE PAYROLL, LLC	MINE HILL PAYROLL
ATLANTIC TOMORROWS OFFICE TECHNOLOGY	MINE HILL TOWNSHIP
ATRA JANITORIAL SUPPLY CO.	MINE HILL TWP BOE
AURIEMMA, KEVIN N	MINE HILL TWP BOE MILK A
AXA EQUITABLE 403B	MINE HILL WATER DEPT
B & H SECURITIES, INC.	MONTCLAIR STATE UNIVERSITY
B & H FOTO & ELECTRONICS CORP.	MONTGOMERY ACADEMY
BCA BURNS-COPE ASSOCIATES, INC.	THE ARTS COUNCIL OF THE MORRIS AREA
BERIT GORDON	MORRIS COUNTY VOCATIONAL
BLICK ART MATERIALS, LLC	MORRIS ESSEX INSURANCE G
BLUE DIAMOND DISPOSAL	MORRIS HILLS REGIONAL
BOOK SOURCE	MORRIS PLAINS BOARD OF EDUCATION
BOOKPAL LLC	MORRIS SCHOOL DISTRICT
BORGATA HOTEL	MORRIS UNION JOINTURE CO
BRAINPOP LLC	MOUNT OLIVE BOARD OF EDUCATION
BREAKOUT, INC.	MUSIC IS ELEMENTARY INC.
CABLEVISION SYSTEMS COPORATION	MYSTERY SCIENCE INC
CAMCOR, INC.	N2Y LLC
CANDORIS TECHNOLOGIES, LLC	PRESIDENT'S EDUCATION AWARD
CAROLINA BIOLOGICAL SUPPLY COMPANY	THE ARISTOTLE CORPORATION
EAST MOUNTAIN SCHOOL AT CARRIER CLINIC	NATIONAL ART & SCHOOL SUPPLIES
CASCADE SCHOOL SUPPLIES	KDDS III, INC.
CASTILLO, MEGAN	NEW ERA TECHNOLOGY
DIVERSE NETWORK ASSOC. INC.	NJADP
CDW , LLC	NEW JERSEY DRAPERY SERVICES
CENTER FOR CHILDRENS BEHAVIORAL HEALTH	NJCGTP
CENTER ON TEACHING AND LEARNING	NJ EDGE NET INC
CHILDCRAFT SCHOOL SPECIA	NJ NATURAL GAS CO
CITY FIRE EQUIPMENT COMPANY CO, INC.	NJ STATE - 927
CLEAN VAPOR LLC	NJAGC
COLLEN LONERGAN	NJAHPERD
DAILY RECORD-SUBSCRIPTIONS	NJ ASSOC OF SCHOOL ADMINISTRATORS
DCRP PENSION	NJASBO
DELL COMPUTER CORP.	NJEA DUES
DELL FINANCIAL SERVICES LLC	NJECC INC.
DEMCO, INC.	NJPSA
DICARA RUBINO, ARCHITECTS, P.C.	NJSBA
DISCOUNT SCHOOL SUPPLY	NJSCHOOLJOBS.COM
DK ELECTRICAL LLC	NJ STATE SCHOOL NURSES ASSOCIATION
DONNELLY INDUSTRIES INC.	NORTHEAST COMMUNICATIONS, INC.
DOVER BOARD OF EDUCATION	NORTHERN SPEECH SERVICES INC
DR J. BRENT FORWARD. M.D., F.A.C.P.	ONCOURSE SYSTEMS FOR EDUCATION, LLC
DRILL CONSTRUCTION CO, INC.	ONSCENE TECHNOLOGIES, INC.
EACM CORP.	OSTER & SONS INC
ERIC ARMIN INC.	P.G. CHAMBERS SCHOOL
EAST HANOVER BOE	PA TAX
EBSCO INDUSTRIES, INC.	PSYCHOLOGICAL ASSESSMENT RESOURCES INC
EDUCATIONAL DATA SERVICE	PARCO SCIENTRIFIC, CO
SCHOOL SPECIALTY, INC.	PASSON'S SPORTS & US GAMES, BSN
EI US LLC	PATEL, MANISHA (RASHI)
ELISSA RAE, PT, MS	PAYROLL
ENCYCLOPAEDIA BRITANNICA, INC.	PAYSCHOOLS
ENVIROCON LLC	PEARSON - CURRICULUM CUSTOMER SERVICE
ENVIRONMENT FIRST PRINTING, LLC	NCS PEARSON, INC
ESC OF MORRIS COUNTY	PERS - NJ DIVISION OF PEN & BENEFITS
FAMILY LEAVE INSURANCE	PERS PENSION
FEA	PITSCO, INC.
DONNELLY INDUSTRIES INC.	PLANK ROAD PUBLISHING
DOVER BOARD OF EDUCATION	PLATT PSYCHIATRIC ASSOCIATES, LLC

DR J. BRENT FORWARD. M.D., F.A.C.P.	SCHOOL SPECIALTY, INC
DRILL CONSTRUCTION CO, INC.	PRO-ED
EACM CORP.	PRUDENTIAL INS (WA/PR)
ERIC ARMIN INC.	PTCFAST.COM
EAST HANOVER BOE	PUBLIC INFORMATION RESOURCES, INC.
EBSCO INDUSTRIES, INC.	RANDOLPH REPORTER
EDUCATIONAL DATA SERVICE	RANDOLPH TOWNSHIP PUBLIC SCHOOLS
SCHOOL SPECIALTY, INC.	RAPID RECOVERY SERVICES, LLC
EI US LLC	REALLY GOOD STUFF, LLC
ELISSA RAE, PT, MS	RENAISSANCE LEARNING INC
ENCYCLOPAEDIA BRITANNICA, INC.	RESOURCES FOR EDUCATORS
ENVIROCON LLC	RHYTHM BAND INSTRUMENTS, LLC
ENVIRONMENT FIRST PRINTING, LLC	RICOH USA, INC
ESC OF MORRIS COUNTY	NAPA AUTO PARTS
FAMILY LEAVE INSURANCE	ROCKAWAY BORO BOARD OF EDUCATION
FEA	ROXBURY TWP BD OF ED
DONNELLY INDUSTRIES INC.	RUBBERECYCLE
DOVER BOARD OF EDUCATION	RUTGERS, THE STATE UNIVERSITY OF NJ
DR J. BRENT FORWARD. M.D., F.A.C.P.	SAGEDAY EDUCATIONAL ENT. INC.
DRILL CONSTRUCTION CO, INC.	SAINT CLARE'S - PRIME HEALTHCARE SERVICE
EACM CORP.	SAINT CLARE'S TRAINING CENTER
ERIC ARMIN INC.	SCHENCK, PRICE, SMITH & KING, LLP
EAST HANOVER BOE	SCHOLASTIC, INC.
EBSCO INDUSTRIES, INC.	SCHOOL ALLIANCE INS FUND
EDUCATIONAL DATA SERVICE	SCHOOL DISTRICT OF THE CHATHAMS
SCHOOL SPECIALTY, INC.	SCHOOL HEALTH SUPPLY CO.
EI US LLC	SCHOOL SPECIALTY, INC.
ELISSA RAE, PT, MS	SCHOOL SPECIALTY EDUCATION ESSENTIALS
ENCYCLOPAEDIA BRITANNICA, INC.	SHEPARD PREPARATORY HIGH SCHOOL, INC
ENVIROCON LLC	SHEPARD SCHOOL, INC.
ENVIRONMENT FIRST PRINTING, LLC	SHI
ESC OF MORRIS COUNTY	SIGNAL CONTROL PRODUCTS, INC
FAMILY LEAVE INSURANCE	SK OFFICE SUPPLY, INC.
FEA	SOCIAL SECURITY ( FICA & MEDI)
FEDERAL TAX 941	SOUTH JERSEY ENERGY COMPANY
FIREFIGHTER ONE LLC	SPECTRUM 360
FISHER SCIENTIFIC COMPANY, LLC	SPOHRER AIR COMPRESSOR
FLEISCHMAN, KAMI (DELANEY)	SPORTIME/SCHOOL SPECIALTY
FLENJ	STAPLES BUSINESS ADVANTAGE
GRANT BENEFITS SOLUTIONSLLC	STAPLES CONTRACT & COMMERCIAL INC
GRANT BENEFITS SOLUTIONS	STATE OF NEW JERSEY
FLINN SCIENTIFIC INC	STRAUSS ESMAY ASSOCIATES, LLP
FOLLETT SCHOOL SOLUTIONS INC	STRONGHOLD MUSIC
FRANCOTYP-POSTALLA, INC	STUDIES WEEKLY
SCHOOL SPECIALTY INC, DELTA ED DBA FREY	SUCCESS ADVERTISING INC.
FRONTLINE TECHNOLOGIES GROUP LLC	SUI
FRONTROW/CALYPSO, LLC	SUMDOG, INC.
GANN LAW BOOKS	SUNLIGHT GENERAL CAPITAL, LLC
GENERAL AIRE SYSTEMS, INC.	SUPER DUPER PUBLICATIONS
ACCO BRANDS CORPORATION	SUSSEX COUNTY REGIONAL COOPERATIVE
GROTH MUSIC	SYSTEMS 3000 INC.
HAND2MIND INC	TAYLOR & FRANCIS GROUP, LLC
HEALTH BENEFITS (SEC 125 & HBCONT)	FISH NET, INC
HEINEMANN / GREENWOOD PUBLISHING GROUP	THE ARC OF NEW JERSEY
HENRY SCHEIN INC	THE ART OF SOUND, LLC
HERTZ FURNITURE SYSTEMS LLC	THE COLLEGE OF NEW JERSEY
HILLMAR, LLC	THE COSTUMER
HOME DEPOT COMMERCIAL ACCOUNT	THE LIBRARY STORE, INC
HORIZON BLUE CROSS BLUE	TMI EDUCATION
HOUGHTON MIFFLIN HARCOURT	THE WESTIN COPLEY PLACE, BOSTON
HOWARD INDUSTRIES, INC	THE WINDSOR SCHOOL, INC
BAUDVILLE, INC	TJ'S SPORTWIDE TROPHY & AWARDS, INC.
PARTNERSHIPS IN EDUCATION, INC.	TPAF PENSION
INDUSTRIAL APPRAISAL COMPANY	TREASURER - STATE OF NJ
FACTS ON FILE, INC.	TREASURER, ST OF NJ
INNOVATIVE DESIGNS FOR EDUCATION	TRIARCO ARTS & CRAFTS LLC
IPPOLITO, BETTY	TROPICANA CASINO AND RESORT
IXL LEARNING, INC.	TROXELL COMMUNICATIONS, INC
J W PEPPER & SON INC	UPS

J AND B OCCUPATIONAL THERAPY , LLC	URGENT CARE MEDICAL CTR
JAY-HILL CORP.	VERIZON
JERSEY CENTRAL POWER & LIGHT COMPANY	VERIZON WIRELESS - CELLCO PARTNERSHIP
JEFFREY A. OSTER	VIKING PEST CONTROL
JERSEY MAIL SYSTEM	VISIONS FEDERAL CREDIT UNION
JERSEY STATE ENERGY CONTROLS, INC.	W.B. MASON CO., INC.
JMTK LLC	WALMART
JOE VALENTE PLUMBING HEATING & CO., INC.	WEBSTER BANK
JOHN SHAVER INSTRUMENTATION	WEST MUSIC COMPANY
KAPLAN EARLY LEARNING COMPANY	WHARTON BOROUGH BOARD OF
KEEPING IT COMFORTABLE LLC	WILSON LANGUAGE TRAINING CORPORATION
KEYBOARD CONSULTANTS, INC	XTEL COMMUNICATIONS, INC.
KIDBLOG, INC.	YUKON GRAPHICS
KURTZ BROS.	

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

#### 14. INSTRUCTION & CURRICULUM

*Committee of a whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **out of district placement** as follows:

Student	School District	Tuition	Dates	Aide and/or Services	Contract send to BOE
9271750256	Sage Day	\$335/day	5/6/19 to 6/14/19	N/A	X
7260678112	Lakeland Andover	\$310/day	5/20/19 to 6/19/19	N/A	X

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

#### 15. 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, 2019;** 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 accepts the recommendation of the Superintendent and approves the **Principal Employment Contract** for **Adam Zygmunt** for the **2019-2020 school year**. (Available for review in the business office).

- c. RESOLVED, that the Board of Education approves the **Business Administrator/Board Secretary Employment Contract** for **Carolina Rodriguez** for the **2019-2020 school year**, which was submitted and approved by the County Superintendent. (Available for review in the business office).
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Bianca Caruso, a student of Caldwell University, to conduct 100 hours of student teaching** with Miss Cicchino, as per college requirements.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of the **2019-2020 summer custodians**:

Name	Rate of Pay	Hours	Effective Date
Carlos Hoyos	\$19.00/hour	up to 24 hours/week	6/24/19 to 9/6/19
Miriam Gonzalez	\$19.00/hour	up to 24 hours/week	6/24/19 to 9/6/19

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2019 Extended School Year certified staff**, Monday through Thursday, July 1-25, 2019, for up to four (4) hours per day, as follows:

Employee	Position	Compensation
Margaret Nunermacker	Teacher	\$33.30/hour
Noreen Vetter	Nurse	\$33.30/hour
Tabitha Hertz & Lansing Holman	Substitute Teacher(s)	\$33.30/hour

- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **2019 Extended School Year aides** from July 1-25, 2019, Monday through Thursday, three and one half (3.5) hours per day, as follows:

Employee	Position	Compensation
Jodi Cullen	Aide	\$24.58/hour
Kelsey Alpaugh	Aide	\$12.67/hour
Lisa Lardieri	Substitute Aide	\$12.67/hour

- h. RESOLVED, the Board of Education accepts the recommendation of the Superintendent and approves **Zorina Munson to work up to 50 hours**, as needed for IEP meetings and CST office administration from July 1, 2019 through August 31, 2019.

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

## 16. POLICY/OPERATIONS/PUBLIC RELATIONS *Committee of a whole*

- a. WHEREAS, the Superintendent recommends the approval of **summer hours** for twelve month administrative and secretarial staff beginning June 24 and ending August 30, 2019.

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.

- b. To approve the submission of the **2018-19 Harassment, Intimidation and Bullying (HIB)** School Self-Assessment for Determining Grades and a Statement of Assurances.

WHEREAS, the Mine Hill Board of Education is required to submit an HIB Self-Assessment and a Statement of Assurances to the NJ Department of Education as required under the Anti-Bullying Bill of Rights Act (P.L. 2010, c. 122); and,

WHEREAS, copies of said Self-Assessment and Statement of Assurances are available for review upon request in the board office.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education herewith approves submission of the HIB Self-Assessment for Determining Grades, and Statement of Assurances, to the NJ Department of Education for the 2018-2019 school year.

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

## 17. BUILDINGS & GROUNDS

*Peter Bruseo, Jennifer Waters, Karen Bruseo*

- a. RESOLVED, that the Mine Hill Township Board of Education approves that there will be no anticipated changes to the **facility use for the school year 2019-2020**.

Motion of: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

## 18. Dover Report

*Jill Del Rio, Diane Morris*

## 19. MHEF Report

*Peter Bruseo, Dina Mikulka*

## 20. Liaison to the Mine Hill Township Report

## 21. Community Committee Report

## 22. Old Business

## 23. New Business

## 24. Public Discussion

## 25. Executive Session

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ at \_\_\_\_\_ p.m., the board approves the following resolution:

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Jill Del Rio	Dina Mikulka	Diane Morris	Jennifer Waters

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.***

**26. Return to Public Session - \_\_\_\_\_ p.m.**

**27. 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	Dina Mikulka	Diane Morris	Jennifer Waters