

**MINE HILL BOARD OF EDUCATION  
AGENDA  
REGULAR MEETING  
December 21, 2020**

**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 11, 2020 and the Randolph Reporter on January 16, 2020 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		Diane Morris	
Karen Bruseo		Srinivasa Rajagopal	
Peter Bruseo		Jennifer Waters	
Brian Homeyer			

**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.***

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

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

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 **November 30, 2020**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **November 30, 2020**.

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

9. **Correspondence**

10. **Superintendent's Report**

11. **Presentations / Report**

- Board Recognition
- Board Self Evaluation – Charlene Peterson

12. **Business Administrator's Report**

- Tentative BOE meeting schedule for 2021

13. **Public Discussion**

14. **FINANCE**

*Srinivasa Rajagopal, Karen Bruseo, Diane Morris*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **November 2020 payroll** in the amount of \$328,630.41. (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA), plus the **payment of bills** from the General Operating Account, in the amount of \$761,330.66.

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
Student Activity Fund (Canfield School Account)	\$0.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the months of October and November 2020**, 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 **months of October and November 2020** 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 Superintendent and Business Administrator to approve Mine Hill Township Board of Education to participate in a demographic study with the Dover Board of Education at a cost of \$580.00, being conducted by **Statistical Forecasting, LLC**.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **tentative Budget calendar for the 2021-2022** budget.

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

## 15. INSTRUCTION & CURRICULUM

*Committee of a whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves pursuant to the Mine Hill Township Board of Education Policy 5119, the following student(s) to **attend Roxbury High School as a Mine Hill Township Board of Education paid tuition student**, September 2021 through June 2025.

SID Number	Roxbury Seat	Results
	First	Attending
	Second	Waitlist
	Third	Waitlist
	Fourth	Waitlist
	Fifth	Waitlist
	Sixth	Waitlist
	Seventh	Waitlist

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **donation of two (2) tablets from MobyMax** to be utilized in the Resource 1-3 room and the Reading program.

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

## 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 accepts the recommendation of the Superintendent and approves a **Family Leave for employee #4404** to commence on or before April 11, 2021 through June 30, 2021. Pursuant to the Federal Family Leave Act and the NJ Family Leave Act leave the leave will continue and commence on September 7, 2021 through November 2, 2021 using 40 accumulated personal days.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Michelle Eastman as the Accelerated Reader Coordinator** for grades 1-6 replacing Margaret Nunnermacker, at the contractual rate of \$717.33 for the 2020-2021 school year.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Mark Richardson as the Musical Director of Play** at the contractual rate of \$1,279.69 and **Robby Suarez as the Assistant Director of Play** at the contractual rate of \$639.85 for the 2020-2021 school year.

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

## 17. POLICY, OPERATIONS & PUBLIC RELATIONS

*Committee of a whole*

- a. RESOLVED, that the Board of Education approves the following **Policies for First Reading:**

<u>Policy #</u>	<u>Policy Title</u>
2624	Grading System

- b. RESOLVED, that the Board of Education approves the following **Policies** for **Second Reading**:

<u>Policy #</u>	<u>Policy Title</u>
P1620	Administrative Employment Contracts (M) (Revised)
P1648	Restart and Recovery Plan (M) (Revised)
P1648.02	Remote Learning Options for Families (M) (New)
P1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)
P2431	Athletic Competition (M) (Revised)
P2464	Gifted and Talented Students (M) (Revised)
P5330.05	Seizure Action Plan (M) (New)
P6440	Cooperative Purchasing (M) (Revised)
P6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P7440	School District Security (M) (Revised)
P7450	Property Inventory (M) (Revised)
P7510	Use of School Facilities (M) (Revised)
P8420	Emergency and Crisis Situations (M) (Revised)
P8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

- c. RESOLVED, that the Board of Education approves the following **Regulation**:

<u>Reg #</u>	<u>Regulation Title</u>
2624	Grading System

- d. RESOLVED, that the Board of Education, upon the recommendation of the Superintendent and approves the following items go to **bid with Gov Deals** and if not sold to be donated and/or disposed of:

Item  
Heat pump #1 – 2020183028  
Heat pump #2 – 638336  
Smart Boards – 10  
Dell Computers – 15  
Dell/HP Monitors – 16  
Dell Keyboards - 20

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **NJQSAC District Performance Review** for 2020-2021 school year. (Available for review in the business office)

Motion of: \_\_\_\_\_

Motion of: \_\_\_\_\_

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters

**18. BUILDING & GROUNDS**

*Jennifer Waters, Srinivasa Rajagopal, Pete Bruseo*

**19. Presidents Report**

**20. Dover Report**

*Katie Bartnick, Brian Homeyer, Diane Morris*

**21. MHEF Report**

*Katie Bartnick, Jennifer Waters*

**22. Liaison to the Mine Hill Township Report**

*Karen Bruseo, Jennifer Waters*

**23. Community Committee Report**

*Katie Bartnick, Karen Bruseo, Diane Morris*

**24. Old Business**

**25. New Business**

**26. Public Discussion**

**27. Executive Session**

**28. Return to Public Session - \_\_\_\_\_p.m.**

**29. Adjournment**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the board adjourns the meeting at \_\_\_\_\_p.m.

Roll Call Vote	Katie Bartnick	Karen Bruseo	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters