

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
June 27, 2022

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 20, 2022, and the Randolph Reporter on January 27, 2022, 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

Board Member	Roll Call	Board Member	Roll Call
Jennifer Antoncich		Diane Morris	
Katie Bartnick		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 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.

5. Regular Session - _____ p.m.

Motion of: _____ Seconded by: _____

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

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 **June 6, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **June 6, 2022**.

Motion of: _____

Seconded by: _____

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

9. **Correspondence**

10. **Superintendent's Report**

11. **Presentations / Reports**

12. **Business Administrator's Report**

- 2022 Annual NJSBA Workshop

13. **Public Discussion**

14. **FINANCE** *Srinivasa Rajagopal, Jennifer Waters, Jennifer Antoncich*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **May 27, 2022 payment of bills** from the General Operating Account, in the amount of \$466,917.13;

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)	\$1,784.73

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of May 2022**, 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 May 2022** 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 accept the recommendation of the Business Administrator and approve the renewal of **Student Voluntary Accident Insurance** for the period of September 1, 2022 to August 31, 2023, through T.L. Groseclose Associates, Inc. at the annual rates: \$10.50 for school time only coverage, \$72.00 for 24 hour coverage and \$12.00 for Dental Coverage.
- e. WHEREAS, the Mine Hill Township Board of Education solicited and opened Request for Proposals on June 3, 2022 for **Professional Development in Reading Workshop** for the **2022-2023 school year**,

WHEREAS, one vendor presented a proposal, Berit Gordon in the amount of \$14,400.00.

WHEREAS, the Committee is recommending that Berit Gordon is awarded the contract based on a final score of 100, established relationship, no loss of continued learning/training and price;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Township Board of Education approve the contract for the Professional Development in Reading Workshop to **Berit Gordon, Literacy Consultant** in the total contract lump sum of \$14,400.00 (8 sessions). Funds available in account #20.270.200.300.00.00.

- f. RESOLVED, that the Board of Education authorizes the Business Administrator to **cancel outstanding checks** issued prior to July 1, 2021 in the aggregate amount of \$1,175.46 from the **General Fund Account** as listed below:

Check #	Check Date	Trans Amt
20962	2/24/2020	500.00
21281	6/29/2020	166.67
21315	6/29/2020	166.67
21415	6/30/2020	10.00
21415	6/30/2020	10.00
21518	9/9/2020	292.12
21565	9/28/2020	10.00
21566	9/28/2020	10.00
21710	11/30/2020	10.00
	TOTAL	\$1,175.46

- g. RESOLVED, that the Board of Education accept the recommendation of the Business Administrator and approve the renewal with **ESMER PS for payroll services for the 2022-2023 school year** at the monthly rate of \$2,100.00;

NOW, THEREFORE BE IT RESOLVED, that the Mine Hill Township Board of Education renew the contract for the Payroll Services with **ESMER PS** in the total contract lump sum of \$25,200.00.

- h. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **sixth-grade rollover balance** in the amount of \$638.94 to be donated to the Mine Hill Philanthropic Fund to be used for their Scholarship Account.
- i. WHEREAS, the Board of Education has undertaken two capital projects for the Partial Roof Replacement and HVAC Project (Phase 2); and

WHEREAS, all projects are complete;

NOW, THEREFORE BE IT RESOLVED, that the unexpended balance of \$495,458 for the projects listed above be cancelled and transferred to the Boards General Fund, Capital Reserve Account.

- j. 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 Vendors** 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 2022-2023 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)	40467	G2075 - Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services
Home Depot Inc. (43894)	18-Fleet-00234	M8001 - Walk-In Building Supplies
Avaya Inc.	80802	T1316 - Telecommunications Equipment & Services
CDW Government LLC	20-TELE-01511	T3121 - Software Reseller Services
Cisco - New Era Technology NJ, Inc..	21-TELE-01506	M7000 - Data Communication Products & Services
Verizon Wireless	82583	T216A - Wireless Devices and Services
EXTEL Communications Inc.	80807	T1316 - Telecommunications Equipment & Services
EXTEL Communications Inc.	88737	T2989 - Communications Wiring & Services
Signal Control Products Inc	87152	T1956 - LED Signal Indications & Warning Devices
Signal Control Products Inc	19-FOOD-01028	T1473 - Traffic Signal Controllers & Camera Imaging Detection Systems
Lenovo US	40121	M0483 - Computer Equipment Peripherals Related Services

- k. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the **County of Bergen** hereinafter referred to as the "Lead Agency" has offered voluntary participation in the **New Jersey Cooperative Purchasing Alliance # CK04-** a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 27, 2022, the governing body of the Mine Hill Township Board of Education, County of Morris, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Mine Hill Township Board of Education;

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Superintendent or Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

Motion of: _____ Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	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 the **2021-2022 out of district placement** as follows:

Student ID	School	School Year Tuition inc. ESY if applicable	Dates	Aides or Services	Contract to BOE
9885295431	Montgomery Academy	\$95,480.00 SY and ESY	7/1/2022-6/30/2023	N/A	X
4793055462	Windsor Learning Center	\$70,350.00 SY and ESY	7/1/2022-6/30/2023	N/A	X
5972796690	Windsor Learning Center	\$70,350.00	7/1/2022-6/30/2023	N/A	X
5010210394	Morris Knolls High School	\$22,399.00 SY Only	9/1/2022-6/30/2023	Resource Center Services \$10,996.00	X
4108640816	Morris Knolls High School MD Program	\$32,941.00 SY and ESY	7/1/2022-6/30/2023	\$26,175.00	X
2874589379	Commission for the Blind	\$2,200.00 SY Only	9/1/2022-6/30/2023	N/A	X
6619824750	New Beginnings	\$89,582.72 SY and ESY	7/1/2022-6/30/2023	N/A	X
4108640816	Morris Knolls High School MD Program	\$35,937.00 SY and ESY	7/2/2021-6/30/2022	Aide \$24,445.00	X
9366256175	Rockaway Borough Schools PALS Program	\$54,250.00 SY and ESY	7/1/2022-6/30/2023	1:1 Aide \$22,475.00	X
6647263691	Bonnie Brae	\$12,470.00 ESY Only	7/5/2022-8/19/2022	N/A	X
2874589379	Eisenhower Middle School	\$38,722.00 SY and ESY	7/1/2022- 6/30/2023	\$59,873.00 Aide	X
3489687404	Lakeland Andover	\$58,500 SY Only	9/1/2022-6/30/2023	N/A	X
8350781751	Hand over Hand at Little Learner Academy	\$27,080.00 SY and ESY	7/1/2022-6/30/2023	1:1 Nurse* TBD Not to exceed budgeted amount of \$109,200.00	X
9396946334	Celebrate the Children	\$77,580.00* SY Only	9/1/2022-6/30/2023	Aide* \$31,500	
9396946334	Limitless Developmental Summer programs	\$5,758.00* ESY Only	7/6/2022-8/5/2023	Aide* \$2,346.00	X

*Indicates verbal confirmation of tuition or related services charges-no contract received yet.

**indicates that no contract or verbal confirmation of tuition or related services charges has been received yet

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the contract with **Hillmar, LLC** for **Bilingual Evaluations** for the **2022-2023 school year** at the rate of **\$550.00 per evaluation for Spanish, \$825.00 per evaluation for Specialty Language, \$450.00 per evaluation for Monolingual, \$550.00 per evaluation for CST Evaluations for the Hearing Impaired** not to exceed \$6,000.00.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves Canfield Avenue School, Mine Hill School District entering into a **consortium with the Lincoln Park School District for Title III funds** for the **2022-2023 school year**.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the application and accept the funds through the **Elementary and Secondary Education Act (ESEA) for the 2022-2023 school year** as listed below. (Application available in the business office)

<u>ESSA</u>	<u>Amount</u>
Title I	\$81,412
Title IIA	\$18,000
Title III	\$ 1,568*
TOTAL	\$106,215

**Consortium with Lincoln Park who will receive the Title III funds.*

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	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 the appointment of **Maryeline Corro, World Language Teacher, MA+18 Step 13, \$80,363.00.00** plus benefits for the **2022-23 school year**. Acct #: 11-120-100-101-00-100.
- b. RESOLVED, that the Board of Education accept the recommendation of the Superintendent and approves **Luana Piccolino Bruhn as a summer clerical assistant**, June 20, 2022 through September 1, 2022, Monday through Thursday, 8:00 a.m. to 4:00 p.m. at a rate of \$15.00/hour. Acct #: 11.000.240.105.00.100.

Motion of: _____

Seconded by: _____

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

17. POLICY / OPERATIONS / PUBLIC RELATIONS *Committee of a Whole Committee of a Whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Standard Operating Procedures for the 2022-2023 school year.**
- b. RESOLVED, that the Board of Education approves the following **Policies** for **Second Reading**:

<u>Policy #</u>	<u>Policy Title</u>
P1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) Abolished
P1648.15	Record keeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P2415.04	Title I – District - Wide Parent and Family Engagement (M) (Revised)
P2415.50	Title I – School Parent and Family Engagement (M) (New)
P2417	Student Intervention and Referral Services (M) (Revised)
P3161	Examination for Cause (Revised)
P4161	Examination for Cause (Revised)
P5512	Harassment, Intimidation, and Bullying (M) (Revised)
P7410	Maintenance and Repair (M) (Revised)
P8420	Emergency and Crisis Situations (M) (Revised)
P9320	Cooperation with Law Enforcement Agencies (M) (Revised)

Motion of: _____

Seconded by: _____

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

18. BUILDINGS & GROUNDS *Srinivasa Rajagopal, Pete Bruseo, Brian Homeyer*

19. Presidents Report

20. Dover Report *Diane Morris, Katie Bartnick, Brian Homeyer*

21. MHEF Report *Katie Bartnick, Jennifer Antoncich*

22. Liaison to Mine Hill Township Report *Jennifer Waters, Jennifer Antoncich*

23. Community Committee Report

24. Old Business

25. New Business

26. Public Discussion

27. 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.

28. Return to Public Session

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

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

29. Adjournment

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

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