

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**AGENDA**  
**REGULAR MEETING**  
**August 29, 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**

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 **July 25, 2022**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **July 25, 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**

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 **July 2022 payroll** in the amount of \$79,446.51, (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 \$753,711.90;

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 that the Board of Education accepts the recommendation of the Business Administrator and approves the **2022-2023 school year contract with academies operated by the Morris County Vocational School District** for educational services available as follows:

Denville Campus (Academies Full-time and Share-time)  
 Math, Science and Engineering Academy; Morris Hills (FT)  
 Performing Arts: Dance, Theatre and Vocal Performance; Morris Knolls (FT)  
 Biotechnology: Mt. Lakes (FT)  
 Early College (FT): Randolph  
 Environmental Science: Jefferson (FT)  
 Government and Leadership (FT): Madison  
 Sports Medicine: Roxbury (FT)  
 Culinary Arts & Hospitality: CCM (PT)  
 Engineering, Design & Advanced Manufacturing: CCM (PT)  
 Criminal Justice: CCM (PT)  
 Cybersecurity & Information Protection: CCM (PT)  
 Allied Health: Pequannock (PT)

	<u>Regular Ed.</u>	<u>Special Ed.</u>
Full-time Students	\$9,551	\$13,262
Part-time Students	\$4,723	\$6,631

- c. WHEREAS, that the Board of Education approved the attendance reimbursement of expenses for the **NJ School Boards Association Fall Conference previously approved on July 25, 2022**, resolution number 25a;

WHEREAS, lodging rate needs to be revised as follows:

Board Member	M&IE	Lodging*	Mileage/ Tolls	Parking	Total Cost	Reimbursement
NJSBA Group Rate	-0-	-0-	-0-	-0-	\$2,100.00*	-0-
Diane Morris	\$147.50	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Jennifer Waters	\$147.50	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Jennifer Antoncich	\$147.50	\$230.00*	\$105.54	\$40.00	\$523.04	\$293.04
Katie Bartnick	\$103.25	\$115.00*	\$105.54	\$40.00	\$363.79	\$248.79
Lee Nittel	\$147.50	-0-	\$105.54	\$40.00	\$293.04	\$293.04

*\*Conference cost & lodging paid directly to the vendor via purchase order*

RESOLVED, that the Board of Education approves the new rates.

- d. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Dover Board of Education tuition charges for the 2022-2023 school year Mine Hill Enrollment:**

REGULAR EDUCATION	STUDENT COUNT	PRELIMINARY TUITION RATE	TOTAL TUITION PER GRADE/PROGRAM
Dover Middle School – Grade 7	39	\$12,081.12	\$471,163.87
Dover Middle School – Grade 8	19	\$12,081.12	\$229,541.37
<b>Total MS</b>	<b>58</b>		<b>\$700,705.24</b>
Dover High School – Grade 9	24	\$13,031.01	\$312,744.24
Dover High School – Grade 10	29	\$13,031.01	\$377,899.29
Dover High School – Grade 11	21	\$13,031.01	\$273,651.21
Dover High School – Grade 12	19	\$13,031.01	\$247,589.19
<b>Total HS</b>	<b>93</b>		<b>\$1,211,883.93</b>
<b>SPECIAL EDUCATION</b>			
<b>Dover Middle School</b>			
LLD	2	\$27,995.08	<b>\$55,990.17</b>
BD	N/A		-0-

RC	3	\$4,770.51	<b>\$14,311.52</b>
Resource Room (\$4,770.51 annual tuition per student @ 3 estimated students)			
<b>Dover High School</b>			
LLD	1	\$27,995.08	<b>\$27,995.08</b>
BD (No in District Program)	N/A		--
RC	7	\$3,503.81	<b>\$24,526.67</b>
Resource Room (\$3,503.81 annual tuition per student @ 7 estimated students)			--
Total 2022/2023 Tuition (subject to Tuition Adjustment in 20-21)			<b>\$2,035,412.61</b>
Tuition Adjustment 2020-2021			<b>\$7,537.59</b>
<b>GRAND TOTAL 2022-2023</b>			<b>\$2,042,950.20</b>

- e. WHEREAS, the School Employees Health Benefits Program (SEHBP), governed by *N.J.S.A. 52:14-17.46 et seq.*, offers medical, prescription drug, and dental coverage to participating school district employees, retirees, and eligible dependents; and

WHEREAS, all SEHBP plans are self-funded, meaning that the money paid out for benefits comes directly from an SEHBP fund supplied by participating local employers and member premiums; and

WHEREAS, the Division of Pensions and Benefits is responsible for the daily administrative activities of the SEHBP, the School Employees Health Benefits Commission is the executive organization responsible for overseeing the SEHBP; and

WHEREAS, the School Employees Health Benefits Commission, comprised of state officials, union representatives and a representative of the New Jersey School Boards Association, annually considers the calendar year premium levels for the Local Education Employee Group of the SEHBP based on recommendations found in the Rate Setting Recommendation Analysis of the Local Education Employee Group; and

WHEREAS, the School Employees' Health Benefits Plan Design Committee has the responsibility for and authority over the various plans and components of the plans, including for medical benefits, prescription benefits, dental, vision, and any other health care benefits, offered and administered by the SEHBP; and

WHEREAS, existing law requires three members of the School Employees' Health Benefits Plan Design Committee to be appointed by the Governor as representatives of public employers (i.e., local school districts) whose employees are enrolled in the program, but currently all such representatives are state-level appointees;

WHEREAS, the recommended rate changes for medical and prescription drug coverage for the Active 2023 Local Education Employer Group is 15.1%, which includes a 15.3% increase for active employees enrolled in NJ DIRECT 10/15 and a 14.9% increase for active employees enrolled in the NJ Educators Health Plan (NJEHP); and

WHEREAS, such proposed exorbitant rate increases will fall upon the local property taxpayer, as well as school employees, at a time where there is record inflation; and

WHEREAS, since employees enrolled the NJEHP pay a percentage of salary toward their health benefits per P.L.2020, c.44, commonly referred to as “Chapter 44”, any increase in NJEHP premiums will fall almost entirely upon local boards of education, placing a severe strain on their budgets; and

WHEREAS, the proposed premium increase for most active employees will take thousands more out of their paychecks annually and lead to huge costs for local school districts that will translate into higher property tax bills for struggling families; and

NOW, THEREFORE, BE IT RESOLVED, by the Mine Hill Township Board of Education in the county of Morris call upon the School Employees Health Benefits Commission to reconsider the rate increase and strike a rate increase that is appropriate in the current economic conditions; and

BE IT FURTHER RESOVLED, that the Mine Hill Township Board of Education in the county of Morris urge the Legislature to adopt legislation expanding the composition of the School Employees Health Benefits Commission and the School Employees’ Health Benefits Plan Design Committee to include additional representatives from local school district management; and

BE IT FURTHER RESOLVED, that the Mine Hill Township Board of Education in the county of Morris urge the Legislature and executive branch to examine the impact that “Chapter 44” has had on school district budgets and to adopt legislation that will reverse any of its negative consequences and provide relief to those districts; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Anthony Bucco, Assemblyman Brian Bergan, Assemblywoman Auro Dunn and the New Jersey School Boards Association.

- f. RESOLVED, that the Board of Education approve the Business Administrator and Architect to **solicit bids for the partial window and exterior door replacement** at Canfield Avenue School for State Project #: 3240-030-21-2000.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **NJSBA Co-op through vendor SHI co-op #: E-8801-NJSBA ACES-CPS for training products and services** through the SHI in the amount of \$12, 250.00.

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*

## 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 Ashely Becker, Instructional Aide** for the **2022-23 school year** at a rate of \$15,747.00, no benefits.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **appointment of Tracey Drazek, Instructional Aide** for the **2022-23 school year** at a rate of \$15,747.00, no benefits.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **resignation of Lisa Spellmon, Instruction Aide.**
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **staff members for 7-week sessions at up to 1.5 hours/week not to exceed 29 sessions of after school clubs at an hourly rate of \$35.00 for the 2022-2023 school year:**  
 Susan Charlton, Melissa Gusterovic, Lansing Holman, Cindy Pyrzynski, Kellie Savona.  
 Mrs. Conroy as club coordinator at a rate of \$19.60/hour.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **stipend positions for the 2022-23 school year:**

Position	Name	Hours	Compensation
Accelerated Reader 1-6	Michelle Eastman		\$717.33
Aesop Coordinator	Angela Sabatino		\$2,633.00
Afterschool Detention Monitor	Melissa Kenny	As needed	\$26.25/hour
Afterschool Detention Monitor	Robby Suarez	As needed	\$26.25/hour
After School Supervision (sheds) (if return to full day schedule)	Lansing Holman	Up to 1.5 hrs/wk	\$26.25/hour
After School Supervision (pick-up line) (if return to full day schedule)	Cindy Pyrzynski	Up to 1.5 hrs/wk	\$26.25/hour
Breakfast Monitor (8:00-8:15 am)	Danielle Mikolay	Up to 1.25 hrs/week	\$26.25/hour
Curriculum Coordinator Math/Science - Grades K-3	Jessica Cicchino		\$2,927.40
Curriculum Coordinator ELA/Social Studies - Grades K-3	Melissa Gusterovic		\$2,927.40
Curriculum Coordinator Math/Science - Grades 4-6	Robby Suarez		\$2,927.40
Curriculum Coordinator ELA/Social Studies - Grades 4-6	Michelle Eastman		\$2,927.40
Curriculum Coordinator Specials - Grades K-6	Cindy Pyrzynski		\$2,927.40
Musical Director of Play	Mark Richardson		\$1,279.69
Assistant Director of Play	Robby Suarez		\$639.85
Safety Patrol	Janice Bochicchio	Not to exceed \$3,860 split between two advisors	\$26.25/hour
Safety Patrol	Melissa Gusterovic	Not to exceed \$3,860 split between two advisors	\$26.25/hour
Service Club	Amanda Mrasz		\$430.40
Six Grade Advisor	Danielle Mikolay		\$1,112.27
Student Council Advisor	Jessica Cicchino		\$373.24
Student Council Advisor	Jennifer Ludwig		\$373.24
Teacher in Charge	Lauren Snarski	As needed	\$106.64/day or \$53.30/half day
Yearbook Advisor	Stephanie Alfieri		\$717.33
Yearbook Advisor	Mark Richardson		\$717.33

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the following **teacher advisors for before and after school Title Programs for the 2022-2023 school year:**

Position	Name	Hours	Compensation	Program
Program Administrator	Adam Zygmunt		\$4,285.00	Title I
Program Administrator	Adam Zygmunt		\$950.00	Title IIA
Reading Teacher	Beth Ondish		\$60,769.00 + benefits	Title I
Parent Meeting's	Beth Ondish	fall 1 hr. & spring 1 hr.	\$37.00/hour	Title I

- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointment of **Substitutes** at the revised rates for the **2022-23 school year** as indicated below at the following rates:

Teacher Certificate: \$130/day

Substitute Credentials: \$105/day

After 20 consecutive days in the same class \$150/day

After 40 consecutive days in the same class \$190/day

After 60 consecutive days in the same class, rate of pay will be BA Step 1 of the teacher contract

Aide: \$87/day

Nurse: \$200/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE	CLERICAL	NURSE
Alpaugh, Kelsey		X			
Bowers, Rosemary					X
Brennan, Deborah	X		X		
Bruhn, Luana			X	X	
Carter, Patricia			X		
Cuccaro, Dina			X		
Cullen, Jodi		X			
Deiling, Angela					X
Dessinger, Lily			X		
Doblado, Jessica		X			
Fremeth-Drave, Rachel					X
Dyson, Tara		X	X		
Ellis, Jennifer					X
Epsky, Tara		X	X		
Fremeth, Rachel					
Gulley, Nancy	X		X		
Hackett, MaryEllen	X	X	X		
Haskoor, Kaitlyn		X	X		
Hill, Anna	X		X		
Isenberg, Dan		X	X		
Johnston, Michelle	X		X		
Kovacs, Rachel					X
Miko, Valerie	X				
Millan, Victoria		X	X		
Moran, Courtney		X	X		
Pomponio, Erin		X			
Rodriguez, Sebastian			X	X	
Romel-Nichols, Vickie					X
Rubiano, Kiara	X	X	X		
Scheuerman, Bob		X	X		
Trowbridge, Cindy			X		

- h. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **staff members as STEP Mentors** for up to 1 hour/week not to exceed 30 weeks at a rate of \$37.00/hour for the 2022-23 school year as follows:

Mrs. Bochicchio, Mrs. Day, Ms. Gurmankin, Mr. Holman, Mrs. Kenny, Miss Ludwig,  
Danielle Mikolay, Mrs. Pyrzynski, Mr. Richardson

- i. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **staff members as Jump Ahead Advisors** for up to 1.25 hours/week not to exceed 30 weeks at a rate of \$34.13/hour for the 2022-23 school year as follows:

Mrs. Charlton, Mrs. Day (Coordinator and advisor), Mrs. Gusterovic,  
Mrs. Kenny, Miss Ludwig & Mrs. Savona

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. WHEREAS, that the Board of Education accepts the recommendation of the Superintendent to **revise the duties of the job descriptions** for the Administrative Assistant to the Superintendent and the Assistant to the Business Administrator.

RESOLVED, that the Assistant to the Business Administrator title be revised to Accounting Clerk.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **add an FTE position** under the title of Accountant and to approve the job description for said position.
- c. 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
09/20/22	Lauren Snarski	HIB Fall 2022 Training	\$145.00	\$90.37	\$235.37
09/28/22	Adam Zygmunt	HIB Fall 2022 Training	\$145.00	\$90.37	\$235.37

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **approve the rate of reimbursement for the mileage** allowed for employees traveling by personal automobile on official business established through budget language in the state's Annual Appropriations Act each year. The rate for the FY23 is \$.47/mile which has increased from FY22.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **revision** to the **2022-2023 School Year Calendar** as follows:

January 2, 2023 – School Closed in observation of New Year's Day

- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **disposal of the following non-operational equipment**:
- One (1) - Smart Board
  - Seventeen (17) - Lumens Document Cameras
  - Two (2) – Smart Document Cameras
  - One (1) - 1707 overhead projector
  - One hundred (100) – ACER/HP Chromebooks

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*

- a. For information purposes the following facility use applications were received:

Organization	Purpose	Room Needed	Dates
Camp Fire	Meetings/Various Activities	Faculty Lounge/Gym	September 2022 - June 2023
PTA	Meetings/Various Activities	EMC/Gym	September 2022 - June 2023

**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 -**

**28. Return to Public Session -**

**29. Adjournment**

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

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