

**MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
May 22, 2023**

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 16, 2023, and the Randolph Reporter on January 19, 2023, 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.

Motion of: _____ Seconded by: _____

Roll Call Vote	Jennifer Antonicich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

5. Regular Session - _____ p.m.

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

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 **May 8, 2023**.
- b. RESOLVED, that the Board of Education approves the **regular session minutes** of the meeting held on **May 8, 2023**.

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

9. Correspondence

- Special Olympics

10. Superintendent's Report

11. Presentations / Reports

- Educator of the Year Nomination – Jessica Gutwein
- Para-Professional of the Year Nomination – Lily Conroy

12. Business Administrator's Report

13. Public Discussion

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **April 2023 payroll** in the amount of \$198,118.75, (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 \$837,819.81;

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)	\$5,945.51

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfer for the month of April 2023**, 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 2023** 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 contract with **Systems 3000, the district Payroll, Fund Accounting and Personnel Information System, for the 2023-2024 school year** in the amount of \$23,407.00. The district used the Comparable Process to ensure the district received a fair and competitive price. To be paid out of account **11.000.251.340.00.491**
- e. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **Strauss-Esmay Associates Policy Consultant Services for the 2023-2024 school year** at a rate of \$4,965.00. To be paid out of account **11.000.230.339.00.450**.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **Professional Support/Non-Public Services Agreement with Non-Public Chapters 192-193 Addendum-Supporting Documents** between the Mine Hill Township Board of Education and the Educational Services Commission of Morris County for Professional Support Services (rates per sheet on file), for various services for the **2023-20 School Year**.
- g. WHEREAS, the Mine Hill Township Board of Education solicited and for Proposals for **Professional Development in Mathematics Consulting and Staff Professional Development** for the **2023-2024 school year**,

WHEREAS, two vendors submitted proposals, Dr. Eric Milou in the amount of \$20,000 and Denis Sheeran in the amount of \$26,400;

WHEREAS, the Administration is recommending Denis Sheeran due to having an established relationship with our school and was involved in the implementation of the new math program and has been working with the staff for the past several years resulting in measurable improvements in math instruction;

THEREFORE, BE IT RESOLVED, that the Board of Education approve the contract for the **Professional Development in Mathematics** with **Denis Sheeran**. in the total contract amount of \$26,400, to be paid out of account 11.000.223.320.00.300.

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

15. INSTRUCTION & CURRICULUM

Committee of a Whole

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the addition of a **PreK/K Self-Contained Disability Program**.

- The class would start in a general education preschool classroom with the support of the general education and special education teacher (along with classroom and shared aides). The students would participate in tabletop activities and lunch count together. Depending on the student's needs, they may be able to stay for circle time as well.
- The students who require more specialized services would then move to the preschool disabled classroom with the special education teacher and designated aides.
- If there are any Kindergarten students in need of self-contained, they will also start their day in a general education classroom with an aide, and then move to the self-contained setting when appropriate.
- While in this classroom, the students will follow the same curriculum; however, it will be modified to meet their individual needs. The activities will be catered to meet their individual goals.
- The students can rejoin the general education class for lunch, recess, and specials.
- If and when appropriate, the preschool disabled students will join the general education class for centers.
- BCBA support will be provided and individual programs can be developed as needed.
- Speech and OT services can be provided push in, pull out, or a combination of both.

The program will consist of a self-contained special education classroom developed to educate students with unique needs and challenges in a variety of academic, self-help and pre-vocational skills. The program will utilize the principles of applied behavior analysis (ABA) as a method of instruction. ABA is a science devoted to the understanding and improvement of human behavior. The program also uses other research based, empirically demonstrated methods of instruction. The curriculum will reflect the New Jersey Student Learning Standards. A variety of curricular materials will be used to assist in individualized skill acquisition.

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 appointment of **Substitutes** at the revised rates for the **2022-23 school year** as indicated below at the following rates:

Teacher Certificate: \$130/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

Substitute Credentials: \$105/day

Aide: \$87/day

Nurse: \$200/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	AIDE	CLERICAL	NURSE
Emma Carr		X			
Jennifer Ellis					X

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2023 Summer Accelerated Program staff**, Monday through Thursday, July 3, 2023, to July 27, 2023, from 8:30 to 12:30 not to exceed four (4) hours per day, **to be paid out of the ARP ESSER funds** as follows: (Summer learning and enrichment to be paid out of 20.489.100.100.00.000)

Employee	Position	Grade	Compensation
Jennifer Ludwig	Accelerated Program Teacher	K-1	\$38.00/hour
Jessica Asaro	Accelerated Program Teacher	2-3	\$38.00/hour
Melissa Gusterovic	Accelerated Program Teacher	3-4	\$38.00/hour
Jessica Cicchino	Accelerated Program Teacher	5-6	\$38.00/hour
Mary Corro	Language Skills	PreK-6	\$38.00/hour
Stephanie Alfieri	Substitute Teacher		\$38.00/hour
Melissa Kenny	Substitute Teacher		\$38.00/hour
Danielle Mikolay	Substitute Teacher		\$38.00/hour

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2023 Extended School Year (ESY) Teachers**, Monday through Thursday, July 3, 2023 to July 27, 2023, from 8:30 to 12:30 not to exceed four (4) hours per day, as follows: (To be paid out of account 11.212.100.101.00.103)

Employee	Position	Grade	Compensation
Danielle Jackson	ESY Teacher	K-1	\$38.00/hour
Susan Day	ESY Teacher	1-3	\$38.00/hour
Lansing Holman	ESY Teacher	4-6	\$38.00/hour
Stephanie Alfieri	Substitute Teacher		\$38.00/hour
Melissa Kenny	Substitute Teacher		\$38.00/hour
Danielle Mikolay	Substitute Teacher		\$38.00/hour

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2023 Extended School Year (ESY) Paraprofessionals**, Monday through Friday, July 3, 2023 to July 27, 2023, from 9:00 to 12:00 00, not to exceed three (3) hours per day, as follows: (To be paid out of account 11.212.100.106.00.103)

Employee	Position	Grade	Compensation
Tracy Drazek	ESY Aide	PK/K	\$15.52/hour
Lisa Lardieri	ESY Aide	PK/K	\$16.81/hour
Lisa Van Ness	ESY Aide	1-3	\$16.76/hour
Keri Hanlon	ESY Aide	4-6	\$16.02/hour

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Luana Piccolino Bruhn** as the **CST Part-Time Secretary** for 29 hours/week with a salary of \$25,000.00, no benefits. To be paid out of Acct #: 11.000.219.105.00.100.

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antonicich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

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

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

<u>Policy #</u>	<u>Policy Title</u>
P5305	Health Services Personnel (M) (Revised)
P5308	Student Health Records (M) (Revised)

- b. RESOLVED, that the Board of Education, upon the recommendation of the Superintendent and approves the following items to be **recycled**:

<u>Item</u>	<u>Quantity</u>
MobiLAB Charging Carts	3
Advance Charging Carts	2
Datamation System Charging Carts	2
Acers Chromebooks	25
3D Printer	2
Charging Cabinet	2
Dell Monitors	10
Prosafe Switches	15
Dell PC's	10
Motorola Walkie Talkie's	15

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to **add an FTE position** under the title of **PreK/K Special Education Teacher**.
- d. WHEREAS, that the Board of Education accepts the recommendation of the Superintendent to **approve the job description** for the **PreK/K Special Education Teacher**.

Motion of: _____

Seconded by: _____

Roll Call Vote	Jennifer Antoncich	Katie Bartnick	Peter Bruseo	Brian Homeyer	Diane Morris	Srinivasa Rajagopal	Jennifer Waters
YES							
NO							
ABSTAIN							

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

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 Antoncich, Jennifer Waters*

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:

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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
YES							
NO							
ABSTAIN							

29. Adjournment

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
YES							
NO							
ABSTAIN							