

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**AGENDA**  
**REGULAR MEETING**  
**August 26, 2024**

**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 12, 2024, and the Randolph Reporter on January 18, 2024, 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**

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

**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: \_\_\_\_\_

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

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

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 **regular session minutes** of the meeting held on **July 22, 2024**.

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

Seconded by: \_\_\_\_\_

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

9. **Correspondence**

10. **Superintendent's Report**

11. **Presentations / Reports**

12. **Business Administrator's Report**

- NJSBA Conference October 21-24, 2024

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 **July 2024 payroll** in the amount of \$115,277.62, (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 \$632,764.66;

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)	\$505.00
Student Activity Fund (Canfield School Account)	\$0.00

- b. WHEREAS, the Board of Education accepts the **revised June 2024 Treasurer Report** and certification 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

NOW 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.

- c. RESOLVED, that the Board of Education that the Board of Education accepts the recommendation of the Business Administrator and approves the **2024-2025 school year contract with academies operated by the Morris County Vocational School District** for educational programs available as follows:

Denville Campus (Academies Full-time and Share-time)  
Math, Science and Engineering: Morris Hills (FT)  
Performing Arts: Dance, Theatre and Vocal Performance; Morris Knolls (FT)  
Environmental Science: Jefferson (FT)  
Athletic Training & Physical Therapy: Roxbury (FT)  
Business Administration Early College (FT): Randolph  
Government and Leadership (FT): Madison  
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 Education</u>	<u>Special Education Special</u>
Full-time Students	\$9,879	\$15,209
Part-time Students	\$4,884	\$7,605

- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the agreement with **Behavioral Health Services Agreement with Prime Healthcare Services - Saint Clare’s, LLC** for the period of July 1, 2024 through June 30, 2025;

WHEREAS, Saint Clare’s is a hospital system with acute care hospitals locate 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.

- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves to accept the **Revised High Impact Tutoring Grant** funds originally approved on January 4, 2024 in the amount of \$75,992.00 to the increased by 8% due to additional funding awarded by the State of New Jersey increasing the grant amount to \$82,071.36.
- f. WHEREAS, the District, heretofore has maintained the **Mine Hill District’s 403(b) (“the Plan”)** for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

NOWTHEREFORE, BE IT RESOLVED, that the Plan shall be amended to add the following:

- 1) Roth 403(b)
- 2) 457(b)
- 3) Roth 457(b)

AND BE IT FURTHER RESOLVED, that the **Plan shall be amended to add Security Benefit** as an approved vendor of the above mentioned plans effective as soon as administratively possible after the signature date.

AND BE IT FURTHER RESOLVED, that the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

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

Seconded by: \_\_\_\_\_

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

## 15. INSTRUCTION & CURRICULUM

*Committee of a Whole*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve the submission of the **Bilingual Waiver** to the New Jersey Department of Education Office of Supplemental Educational Programs, for the 2024-25 school year.

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

Seconded by: \_\_\_\_\_

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

## 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 **Stephanie Lopez, as an Instructional Aide, for 5.8 hours/day** at a salary of \$19,495.00/year, no benefits, for the 2024-25 school year (pending final paperwork). Acct# 11.213.100.106.00.100.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Caitlin Allen-Cowan, as a full time Pre-K Teacher's Assistant, for 7.25 hours/day** at a salary of \$23,000.00/year, with single benefits, for the 2024-25 school year. (Pending Certification) Acct #: 20.218.100.106.00.000.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Amy Corrigan, as a full time Pre-K Teacher's Assistant, for 7.25 hours/day** at a salary of \$23,000.00/year, with single benefits, beginning September 6, 2024 for the 2024-25 school year. (Pending Certification) Acct #: 20.218.100.106.00.000.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Susanna Cruz, School Nurse, BA Step 15** at a salary of \$80,490.00 with benefits for the 2024-25 school year. (Pending certification) To be paid out of Acct #: 11-000-213-100-00-100-80% and 20-218-200-104-00-000-20%.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Yaricely Guerra, as a full time Pre-K Teacher's Assistant, for 7.25 hours/day** at a salary of \$23,000.00/year, with single benefits, for the 2024-25 school year. Previously approved as a Paraprofessional. (Pending Certification) Acct #: 20.218.100.106.00.000.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves a **Family Leave** for employee #4487 as follows:
  - October 21, 2024, through November 6, 2024 using 13 paid accumulated sick days
  - November 11, 2024, through April 11, 2025 unpaid leave
  - pursuant to the Federal Family Leave Act and the NJ Family Leave Act.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve appointing **Milmari Sanchez and Robby Suarez** for Translation Services **for the 2024-2025** school year as needed at the contracted rate of \$38.00 per hour.
- h. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent to approve appointing **Danielle Jackson** as a **Homebound Instructors for the 2024-2025** school year as needed at the contracted rate of \$38.00 per hour, with the number of hours to be determined on an individual basis.
- i. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Sidebar Agreement between the Mine Hill Township Board of Education and the Mine Hill Teachers Association** for the period July 1, 2023 through June 30, 2026 for **Safety Patrol Advisor** for either one (1) Advisory at the rate of \$1440/year or two (2) advisors at \$720 per Advisor.
- j. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves appointment of **Substitutes** for the **2024-25 school year** as indicated below at the following rates:
  - Substitute Credentials: \$130/day
  - Teacher Certificate: \$150/day
  - After 20 consecutive days in the same class \$170/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.
  - P/T Aide: \$110/day
  - F/T Certified Aide: \$122/day
  - F/T Clerical: \$130/day
  - Custodians: \$18.57/hour
  - Nurse: \$200/day

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED	AIDE	CLERICAL	CUSTODIAN	NURSE
Alpaugh, Kelsey		X				
Argueta, Yaneth			X		X	
Arnao, Freddy					X	
Ayers, Emily			X			
Beatty, Linda			X			
Brennan, Deborah	X		X			
Carter, Patricia			X			
Carter-Munson, Zorina			X	X		
Charette, Liv		X	X			
Cullen, Jodi		X				
Dickerson, Lynn			X			
Dussinger, Lily			X			
Dyson, Tara		X				
Eleuteri, Lauren	X		X			
Gulley, Nancy	X		X			
Hofsommer, Kristina		X	X			
Maldonado, Natalia		X	X			
Matrisciano, Matthew		X	X			
Murro, Tara		X	X			
Orleans, David	X					
Rodriguez, Sebastian			X	X		
Rodriguez, Sofia			X	X		
Romel-Nichols, Vickie						X
Scheuerman, Bob		X	X			
Weinberg, Rebecca		X	X			

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

Seconded by: \_\_\_\_\_

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

## 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>
5111	Eligibility of Resident/Nonresident Students (M)
6150	Tuition Income

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

<u>Policy #</u>	<u>Policy Title</u>
P0141.1	Board Member Number and Term – Sending District (Revised)
P2200	Curriculum Content (M) (Revised)
P3160	Physical Examination (M) (Revised)
P4160	Physical Examination (M) (Revised)
P5337	Service Animals (Revised)
P5350	Student Suicide Prevention (M) (Revised)
P7231	Gifts from Vendors (M) (Abolished)
P8420	Emergency and Crisis Situations (M) (Revised)
P8467	Firearms and Weapons (M) (Revised)

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **disposal** of the following items:

<u>Item</u>	<u>Quantity</u>
Storage Cabinet	1
Soap dispensers	15
Dry Erase Board	1
Blue folding gym mat (old)	1
Wooden Table (old)	1
Wet/Dry vacuum	1

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

Seconded by: \_\_\_\_\_

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

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

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

Organization	Purpose	Room Needed	Dates
Camp Fire	Weekly meetings & events	Teachers' Lounge & Gym	9/1/24 to 6/30/25
PTA	Monthly meetings & events	EMC, Gym, Hallway Outside	8/28/24 to 6/30/25

**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:

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

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)

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- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
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- 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
YES							
NO							
ABSTAIN							
RECUSE							

## 29. Adjournment

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

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