

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**February 13, 2013**

Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education was called to order at 6:36 PM on February 13, 2013, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on January 15, 2013, in compliance with the Open Public Meetings Act.

Mary Jo Walilko led the Pledge of Allegiance.

**CLOSED SESSION**

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia at 6:37 PM, the Board approved 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 category 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.*

RETURN TO REGULAR SESSION

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia at 7:05 PM, the Board returned to the regular session meeting.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board accepted the **Closed Session minutes** of the Regular meeting held on January 30, 2013.

Roll Call Vote-Jill Del Rio Abstained  
All Others Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board accepted the **amended minutes** of the Regular Meeting held on January 30, 2013.

Roll Call Vote-Jill Del Rio Abstained  
All Others Present Voting Yes-Motion Carried

Correspondence

- None

Superintendent's Report

- Dennis Mack welcomed everyone to the meeting. He then turned the floor over to Casey Hoopes.

Board Discussion/Reports

- HIB-none reported
- The January Discipline Report was presented and no discussion was initiated.

Presentations

- Casey Hoopes presented her Gold Medal Girl Scout Award to the Board.

#### Business Administrator's Report

- Ruthann Quinn reported the Finance Committee met and the Preliminary Budget is in the process of being completed. The district is in good shape. The state aid figures will be received on February 28, 2013 and the budget is due March 7, 2013.
- Mrs. Quinn reported that the Dover School district will owe the Mine Hill Township school district approximately \$165,000 per the tuition audit performed every two years. Additionally the tuition contracts between Dover and Mine Hill were signed and returned to Dover via mail on February 12, 2013.

#### Public Discussion

- Gregory Hobaugh announced the Founder's Day PTA Meeting on Wednesday, February 27, 2013. Officer Zimmerman will present the changes implemented regarding parking. Mr. Hobaugh also reported that Pre-Kindergarten and Kindergarten registration will take place on Tuesday, March 5, 2013.
- Melanie Cole inquired about the possibility of retaining a room to be used for PTA purposes. She expressed concern about possible lack of space impacting the PTA's fundraising efforts. The Board acknowledged her concern but the district is in need of space for educational purposes.

#### FINANCE

Bridget Mauro, Gary Tillett

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **payment of bills from the General Operating Account**, in the amount of \$159,978.19. (Attachment 1)

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Board Secretary and Treasurer's Report for January 2013**. (Attachment 2)

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), now, therefore, be it

RESOLVED, the Board of Education accepts the 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.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **appropriation transfers for the month(s) of February 2013** which is attached and made part of this resolution by reference.(Attachment 3)

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following **Workshop Travel Requests:**

Participant	Activity	Date	Location	Cost of Activity	Mileage	Total Cost
Gregory Hobaugh	District Test Coordinator Training	3/18/13	Parsippany, NJ	n/a	23.96	\$7.43
Lauren Snarski	District Test Coordinator Training	3/18/13	Parsippany, NJ	n/a	23.96	\$7.43
Gregory Hobaugh	The Principals Role in Using Data to Improve Student's Achievement	3/5/13	Budd Lake, NJ	n/a	17.52	\$5.43
Gregory Hobaugh	The Principals Role in Creating a Culture and Climate for Learning	4/9/13	Budd Lake, NJ	n/a	17.52	\$5.43
Beth Ondish	Train-the Trainer Phonics Workshops	2/20/13, 2/26/13, 3/6/13 and 3/13/13	Webinars	560.00	n/a	\$560.00

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **agreement with eRateProgram.com**, at the cost of \$928.00, to file e-rate reimbursement for the 2013-2015 filing cycle, estimated amount eligible is \$6,000.00.

Roll Call Vote-All Present Voting Yes-Motion Carried

CURRICULUM AND STUDENT ACTIVITIES

Jill Del Rio, Denise Jiménez-Arias

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board approved the following **request for services**:

Student ID	Service	Provider	Date(s)	Cost
None given	Educational Services	Lakeland-Andover School	1/30/13 to 6/19/13	\$25,520.00
9500722810	OT Evaluation	Stephanie Pavese	TBD	\$280.00

Roll Call Vote-All Present Voting Yes-Motion Carried

OPERATIONS

Mary Jo Walilko, Jill Del Rio

Motion by Mary Jo Walilko and seconded by Jill Del Rio, the Board approved the **disposal of the following non-operational electronic equipment**:

**Overhead Projectors**

22250875

17008JR

1048317

872848

16010701

634418

610782

**Computers**

000133

002615

000087

000123

000185  
000223  
000083  
**Monitors**  
17DB77  
MY-08G167-47603-299-BL4U  
735CB03EE513  
CN-0P0151-64180-48R-032A  
82188216LL  
CN-0J9235-64180-625-02JD  
CN-0P0151-64180-571-04TN  
CN-0P0151-64180-51F-09C9  
CN-0P0151-64180-43J-356Y  
CN-0P0151-64180-48R-035A  
CN-0Y1352-47609-48N-F2UW  
CN-0P0151-64180-59A-016S  
CN-0P0151-64180-59A-016U  
143CP75AH777  
8128F28AA764  
CN-0P0151-64180-48U-00U7

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Jill Del Rio, the Board approved the **2013-2014 Special Medicaid Waiver**, as there are 40 or fewer Medicaid eligible classified students.

Roll Call Vote-All Present Voting Yes-Motion Carried

**PERSONNEL**

Patricia Hernandez, Bridget Mauro

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, 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., on the recommendation of the Superintendent.

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **Eileen Nebesnak as a Substitute Classroom Aide**, at the rate of \$65 per full day and \$32.50 per half day, as needed, no benefits.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **Colleen Quinn as a Substitute Classroom Aide**, at the rate of \$65 per full day and \$32.50 per half day, as needed, no benefits, pending receipt of all pertinent paperwork.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **Eileen Nebesnak as a Substitute Lunchroom Aide**, at the rate of \$10 per hour, as needed, no benefits.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the following appointment of **New Substitute Teachers for the 2012-2013 school year**:

Gary Panetta	\$80 per day, \$90 after 10 days
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Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the appointment of **Melissa Slahor, Lunchroom Aide**, at the rate of \$10.00 per hour, 1.5 hours per day, 5 days per week, no benefits, pending receipt of all pertinent documents.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the appointment of **Maria Santore, Lunchroom Aide**, at the rate of \$10.00 per hour, 1.5 hours per day, 5 days per week, no benefits, pending the receipt of all pertinent documents.

Roll Call Vote-All Present Voting Yes-Motion Carried

COMMUNITY AND PUBLIC RELATIONS

Gary Tillett, Denise Jiménez-Arias

- Establishing an archive of articles related to the school and community of Mine Hill was discussed. Gary Tillett will follow up.

BUILDINGS AND GROUNDS Caryn Battaglia, Jill Del Rio

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Use of Facilities per the usage contract and addendum on file** for the following:

Organization	Purpose	Room(s) needed	Dates
Wharton Area Little League (W.A.L.L.)	Practices and games	Gym-when available Outside field- when available	March 17, 2013 to June 20, 2013 (outside field when available through August 2013)

Roll Call Vote-All Present Voting Yes-Motion Carried

Dover Report

Patricia Hernandez

- Patricia Hernandez reported that the Dover School district honored their Board members, as part of January's School Board Recognition Month, by presenting them with handmade gifts. She further reported that the high school is currently in the process of investigating a possible partnership with Syracuse University and that Mr. Rodriguez will be presenting the SAT scores at the next Dover Board of Education meeting.

MHEF Report

Caryn Battaglia

- None



#### Old Business

- The Board inquired about the parking lot signage. Gregory Hobaugh will follow up.

#### New Business

- None

#### Public Discussion

- None

#### ADJOURNMENT

On the motion of Mary Jo Walilko and seconded by Bridget Mauro, the Board adjourned the meeting at 7:35PM.

Roll Call Vote-All Present Voting Yes-Motion Carried