

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**PUBLIC BUDGET HEARING**  
**March 27, 2013**

Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education was called to order at 5:32 PM on Wednesday, March 27, 2013, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on March 20, 2013, in compliance with the Open Public Meetings Act.

Mary Jo Walilko led the Pledge of Allegiance.

**Present:**

Caryn Battaglia, Jill Del Rio, Patricia Hernandez, Bridget Mauro, Gary Tillett and Mary Jo Walilko

**Absent:**

Denise Jiménez-Arias

**Others Present:**

Katie Bartnick, David Bloom, Melanie Cole, Brett Coranato, Julia Coyne, Nancy Gulley, Kris Kanzenbach, Sam Morris, Ruthann Quinn and Dennis Mack

Correspondence

- Mary Jo Walilko read correspondence about changing a retirement date.

Superintendent's Report

- Dennis Mack presented the 2013-2014 Budget

Board Discussion/Reports

- HIB-no incidents to report

Presentations

- 2013-2014 School Budget

Business Administrator's Report

- None

Public Discussion

- Kris Kanzenbach asked about the savings to the district from the solar panel project. Ruthann Quinn responded the numbers are not known at this time. She further responded the district is not powered by the panels but receives a discount on the bill after the power generated goes to the

grid. At the end of the 15 year agreement the panels will belong to the district. Ms. Kanzenbach further inquired about the district implementing full day kindergarten. The Board responded that the district will be having full day kindergarten for the 2013-2014 school year as well as the preschool program that will be offering a morning session and an afternoon session.

- David Bloom asked about the 2% budget cap and Ruthann Quinn responded the increase per month per household is based on the tax levy. Mr. Bloom also inquired about the Choice enrollment impact on the budget and Ruthann Quinn responded.
- Nancy Gulley presented the programs from the Dover high and middle school plays.
- Bret Coranato asked about bussing and Ruthann Quinn responded.
- Sam Morris asked about the cap balance and Ruthann Quinn responded. Mr. Morris also inquired as to how many regular education students are sent to Dover. The Board responded. Mr. Morris requested a meeting between the town council and the finance committee. Bridget Mauro will follow up.
- Ruthann Quinn inquired about a regular lawn mowing schedule by the town. Sam Morris responded that would be established.
- Sam Morris gave a proposal to Caryn Battaglia regarding the preschool program. He also expressed his concerns with the way Canfield Kids losing space was handled by the district.

## 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 \$ 563,671.44. (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 February 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 March 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 resolution regarding the **2013-2014 Budget**:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Mine Hill School District, in the County of Morris, New Jersey approves the 2013-2014 school district budget:

General Fund	\$9,161,725
Special Revenue Fund	\$ 192,888
Debt Service	\$ 210,225
<b>TOTAL</b>	<b>\$9,564,838</b>

BE IT RESOLVED, that there should be a raise in the tax levy for the General Fund of \$6,351,923 and for the Debt Service of \$210,225 for the 2013-2014 school year.

WHEREAS, the district has available a maximum taxing authority of \$6,351,923 for the 2013-2014 school year, which includes an adjustment for health benefits of \$48,758 for enrollment of \$0 and a 2% cap increase over the prior year of \$122,075 and the use of banked cap of \$77,354 to

support Core Curriculum Standards to provide a thorough and efficient education.

WHEREAS, the Mine Hill Township Board of Education has approved that there should be raised for the General Fund, a tax levy of \$6,351,923 for the 2013-2014 school year,

BE IT RESOLVED, that the Mine Hill Township Board of Education approves that the unused taxing authority of \$164,255 banked for potential use in the 2014-2015 school year.

WHEREAS, the school district policy and N.J.A.C. 6A:23A-7.1et seq.provides that the Mine Hill Township Board of Education shall establish in its annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year and,

WHEREAS, the maximum expenditure amount allotted for travel and expense reimbursement for the 2013-2014 school year is \$10,000 and,

WHEREAS, the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, N.J.A.C. 6A:23A-5.2(a) mandates boards to establish annually prior to budget preparation for public relations and each type of professional service a maximum level of spending for the ensuing school year, and

WHEREAS, the 2013-2014 school district budget includes the following appropriations:

Legal Services	\$ 30,000
Accounting Services	\$ 19,500
Election Services	\$ 3,000
Other Administrative Services	\$157,324
Physician	\$ 3,100
Professional Development	\$ 8,600
Contracted Services for Special Needs	\$242,650
Contracted Child Study Team Services	\$132,925
Transportation	\$633,741

AND WHEREAS, the Administration needs to notify the Board of Education if there arises a need to exceed said maximums. Upon which

the Board of Education may adopt a dollar increase in the maximum amount through formal Board action, and

WHEREAS, the Board of Education and the Administration wishes to minimize the amount of paperwork involved in this area,

THEREFORE BE IT RESOLVED, that the Mine Hill Township Board of Education establishes these maximums for public relations and professional development in the areas listed above at a level of 120% of the amounts listed for the 2013-2014 school year.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the acceptance of the **No Child Left Behind (NCLB) Carry Over Application** for the following amounts:

TITLE I	\$148,651
TITLE II	\$14,103

Roll Call Vote-All Present Voting Yes-Motion Carried

#### CURRICULUM AND STUDENT ACTIVITIES

Jill Del Rio, Denise Jiménez-Arias

- None

#### OPERATIONS

Mary Jo Walilko, Jill Del Rio

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the amended **Nursing Services Plan**, which is attached and made part of this resolution by reference. (Attachment 4)

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 the following **New Substitute Teachers** for the 2012-2013 school year:

Tracy Sutton	\$85 per day/\$95 after 10 days
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Roll Call Vote-All Present Voting Yes-Motion Carried

COMMUNITY AND PUBLIC RELATIONS

Gary Tillett, Denise Jiménez-Arias

- None

BUILDINGS AND GROUNDS

Caryn Battaglia, Jill Del Rio

- None

Dover Report

Patricia Hernandez

- Patricia Hernandez attended the Public Hearing Meeting for the Dover school district. She further reported the district is preparing for the impending mandated testing to be done electronically. The district is also in the process of re-vamping their guidance offices and possibly initiating an SAT prep class.
- Mrs. Hernandez also reported she invited the Dover school district to Mine Hill to present their programs to the community.

MHEF Report

Caryn Battaglia

- Caryn Battaglia will be attending the Mine Hill Educational Foundation meetings the first Tuesday of every month.

Old Business

- None

New Business

- None

Public Discussion

- Nancy Gulley reported to the Board that the Preschool program began in 1982, as she was one of the people that helped to get the grant to start the program.

ADJOURNMENT

On the motion of Mary Jo Walilko and seconded by Bridget Mauro, the Board adjourned the meeting at 6:25 PM.