

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**April 17, 2013**

Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education was called to order at 6:33 PM on Wednesday, April 17, 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.

**Present:**

Caryn Battaglia, Jill Del Rio, Patricia Hernandez, Denise Jiménez-Arias, Bridget Mauro, Gary Tillett (entered the meeting at 6:36) and Mary Jo Walilko

**Others Present:**

David Bloom, Melanie Cole, Julia Coyne, Nancy Gulley, Gregory Hobough, David Percely, Ruthann Quinn, Jaclyn Shaw, Cindy Trowbridge, Nicole Trowbridge and Dennis Mack

**CLOSED SESSION**

On the motion of Mary Jo Walilko and seconded by Bridget Mauro at 6:34 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 7:02 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 Caryn Battaglia, the Board accepted the **Closed Session minutes** of the Regular meeting held on **March 6, 2013**.

Roll Call Vote-Patricia Hernandez Abstained  
All Others Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board accepted the **minutes** of the Regular Meetings held on **March 6, 2013 and March 27, 2013**.

Roll Call Vote-Patricia Hernandez Abstained from March 6-Denise Jimenez-Arias Abstained from March 27- All Others Present Voting Yes-Motion Carried

#### **Correspondence**

- Mary Jo Walilko read a letter from Service Club.

#### **Superintendent's Report**

- Dennis Mack welcomed everyone to the meeting.
- Mr. Mack reported the School Self-Assessment for Determining HIB Grades report has been completed.

- Mr. Mack mentioned the solar energy data is now available on the school web page.
- Mr. Mack thanked the Wharton Police department for their presence in the parking lot and around the school.
- Finally, Mr. Mack congratulated Dr. Hobaugh on completing his doctoral degree. The district is very proud of all the hard work he has contributed to the district while continuing his education.

#### Board Discussion/Reports

- HIB-no incidents to report
- The Census as of March 15, 2013 was reviewed and no discussion was initiated.
- The Discipline Report for March 2013 was reviewed and no discussion was initiated

#### Presentations

- None

#### Business Administrator's Report

- Ruthann Quinn reported the district is in very good shape. The district is in the process of possibly upgrading the phone system.

#### Public Discussion

- Nancy Gulley sadly reported on the passing of Dover Board of Education member Don Brill.
- David Percely thanked the Board of Education members for their dedication. Mr. Percely suggested some follow up to the achievements of former Canfield Avenue school graduates which could serve as positive promotion for the Choice program. Mr. Percely expressed frustration in the scheduling of important school functions on religious holidays. He also asked the Board of Education to look into including former Choice students for consideration when community groups are awarding scholarships. Mr. Percely asked the Board to consider providing transportation for his son from Netcong to Mine Hill. Mr. Percely concluded by applauding the teachers at Canfield Avenue School for always going the extra mile.

#### FINANCE

Bridget Mauro, Gary Tillett

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board approved the **payment of bills from the General Operating Account**, in the amount of \$ 488,960.30. (Attachment 1)

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board approved the **Board Secretary and Treasurer's Report for March 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 Bridget Mauro, the Board approved the **appropriation transfers for the month of April, 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 Bridget Mauro, the Board approved the payment to **Karen Condon for presentation of Health Curriculum to the Board Committee**, at the rate of \$32.01 per hour for 1.5 hours for a total payment of \$48.02.

Roll Call Vote-All Present Voting Yes-Motion Carried

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

Participant	Activity	Date	Location	Cost of Activity	Mileage	Total Cost
Mark Richardson	Music in the Mountains Workshop	8/5/13	East Stroudsburg, PA	95.00	22.94	\$117.94
Julia Coyne	NJASBO Workshop	5/22/13	Rockaway, NJ	n/a	n/a	n/a
Ruthann Quinn	Understanding Your CAFR, Audit Review Workshop	4/30/13	Rockaway, NJ	n/a	n/a	n/a
Gregory Hobough	Annual Choice Meeting	4/19/13	Atlantic City, NJ	n/a	99.79 (including parking and tolls)	\$99.79
Ruthann Quinn	NJASBO Workshop	6/5,6,7/13	Atlantic City, NJ	Approximately 400.00	n/a	\$400.00
Tabitha Hertz	Leadership Conference	5/3/13	Monroe Township, NJ	45.00	31.00	\$76.00

Roll Call Vote-All Present Voting yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board approved the **Second Reading** of the following policies and regulations: (Attachment 4)

- **6480 Purchase of Food Supplies**

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 Caryn Battaglia, the Board approved the following **Request for Services**:

Student ID	Services	Provider	Date(s)	Cost
None issued yet	Educational Services	PRIDE Program, Wharton, NJ	4/1/13 to 6/20/13	\$9,686.00 prorated

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following **Field Trip Request**:

Participants	Purpose	Location	Grade Level	Cost
STEP Mentors and students	End of the year closure	Circle Lanes, Ledgewood, NJ	5 and 6	Funded through Title I

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Second Reading** of the following policies and regulations: (Attachment 5)

- **2468 Independent Educational Evaluations**

Roll Call Vote-All Present Voting Yes-Motion Carried

#### OPERATIONS Mary Jo Walilko, Jill Del Rio

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Second Reading** of the following policies and regulations: (Attachment 6)

- **8505 School Nutrition**

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 **NJASK After School Prep Staff**, at the rate of \$32.01 per hour, not to exceed four (4) hours per instructor, funded through Title I:

Staff Member	Grade	Subject
Karyl Meehan	Three	Math
Lyndsee Olivo	Three	LAL
Margaret Nunnermacker	Four	LAL
Jane Wohn	Four	Math
Danielle Wilson	Five	LAL
Dorothy Quinn	Five	Math
Jill Ramaciotti	Six	LAL
Theresa Steele	Six	Math

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the following **facilitators for Writer's Workshop PLC**, at the rate of \$32.01 per hour per facilitator:

Facilitator	Group	Grade Levels	Total Hours	Total Cost
Robby Suarez	1	K-2	24	\$768.24
Jill Ramacciotti	2	3-6	24	\$768.24
Jill Ramacciotti	3	Special Ed-Specials	24	\$768.24

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **Aaron Pyrzynski**, Castleton State College student, to observe Mrs. Condon's health class and Mrs. Pyrzynski's gym class for one day (day to be determined.)

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **William Paterson Principal Program students Myesha McMillan and Orville Rose** to shadow Greg Hobaugh for one day on April 26, 2013.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the **Maternity Leave of Absence for Janice Bochicchio**, to begin on or about May 28, 2013 to June 14, 2013, using fourteen (14) accumulated sick days and recommends approving a **Family Medical Leave request** from June 17, 2013 to June 30, 2013.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved the **Second Reading** of the following policies and regulations: (Attachment 7)

- **3230 Outside Activities**
- **4230 Outside Activities**

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board approved **Rachel Fremeth, Substitute School Nurse**, as needed, no benefits, at the rate of \$125.00 per day, 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 the contract with **Bayada Nursing**, to provide substitute nursing services.

Roll Call Vote-All Present Voting Yes-Motion Carried

#### COMMUNITY AND PUBLIC RELATIONS

Gary Tillett, Denise Jiménez-Arias

- The committee congratulated Dr. Hobaugh on his achievement.
- They also congratulated Kevin Hernandez on his many accomplishments but most notably his recent trip to Washington DC as a chosen representative of the Boys Scouts of America.



BUILDINGS AND GROUNDS Caryn Battaglia, Jill Del Rio

Motion by Mary Jo Walilko and seconded by Jill Del Rio, the Board approved the **Service Club of Canfield Avenue School to plant two boxwoods** in honor of Arbor Day, on the school grounds by the message board on the Canfield Avenue side of the building.

Roll Call Vote-All Present Voting Yes-Motion Carried

Dover Report

Patricia Hernandez

- Patricia Hernandez expressed her sympathies on behalf of the entire Board to the family of Mr. Don Brill.
- Mrs. Hernandez reported there will be a Project Graduation meeting at Dover high school on April 24<sup>th</sup> from 6:30 to 8:30.
- Patricia Hernandez asked that she be cc'd on any correspondence being sent to Dover.

MHEF Report

Caryn Battaglia

- Caryn Battaglia reported the Mine Hill Educational Foundation is in the process of trying to set up their board meetings. Mrs. Battaglia will follow up with Sam Morris.

Old Business

- Caryn Battaglia presented the graphic for the new scoreboard that is being donated by the Wharton Police Department.
- After reviewing the Canfield Kids Preschool Program proposal, the Board decided unanimously to keep preschool as a district run program. Mary Jo Walilko will follow up with Sam Morris.

New Business

- None

Public Discussion

- None

### ADJOURNMENT

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia, the Board adjourned the meeting at 7:48 PM.

Roll Call Vote-All Present Voting Yes-Motion Carried