

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
September 9, 2013**

1. **Call to Order** – the meeting was called to order by President Mary Jo Walilko at 6:35 PM.

2. **Statement of Compliance**

In compliance with the Open Public meetings Act, Public Law 1975, Chapter 231, adequate notice of the date, time and location for this meeting has been properly advertised in the Daily Record on January 15, 2013 and copies of the agenda have been posted on the district web site and locations designated by the Board, and sent to the clerk of Township of Mine Hill.

3. **Flag Salute** – the flag salute was conducted at the opening of the regular session.

4. **Roll Call**

Present: Patricia Hernandez, Bridget Mauro, Gary Tillett and Mary Jo Walilko.

Absent: Caryn Battaglia, Jill Del Rio, and Denise Jimenez-Arias.

Denise Jimenez-Arias arrived at 6:48 PM during the Executive Session.

Also Present: Joanne Calabro, Interim Superintendent, Michael J. Donow, Interim Business Administrator/Board Secretary, and Andrew Brown, Esq.

Eight members of the public also attended the meeting.

5. **Executive Session**

On the motion by Mary Jo Walilko and seconded by Bridget Mauro at 6:37 PM, 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:

- *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege; and*
- *specific prospective or current employees unless all who could be adversely affected request an open session;*

AND BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

6. **Return to Regular Session**

On the motion Mary Jo Walilko and seconded by Denise Jimenez-Arias at 7:02 PM, the Board returns to the regular session meeting.

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

The Board President thanked the staff for all of the efforts that resulted in the smooth opening of the school year.

7. Approval of Minutes – none

8. Correspondence

- The Interim Superintendent noted communication from Dr. Gary Vita in support of the district’s choice of Mr. Zygmunt as the new Principal.

9. Interim Superintendent’s Report

- Reported that the opening of school was smooth and exciting, and thanked the Board for their support and the banners
- Reported that the district was selected to participate in this spring’s PARC field testing in grades 3 and 4
- Announced that the district now has a Twitter account in addition to its Facebook page

10. Presentation / Reports

- Achieve NJ – The Interim Superintendent offered a presentation to explain the new teacher evaluation system being implemented throughout the state for all certificated staff

11. Business Administrator’s Report

The Interim Business Administrator discussed several issues with respect to transportation of pupils at the opening of school:

- Delay in parent notification due to late information from Dover
- Reduction of 1 bus needed to Dover Middle School based on actual enrolment
- The addition of a bus – on a trial basis for the this year – to Wharton Middle School for those eligible choice students. Continuation of this route in subsequent years will depend on the ability sustain the financial impact through jointures and/or subscription bussing. Board policy will need to be adjusted if subscription bussing is pursued.

12. Public Discussion

- Ms. Coranato, parent of Wharton Middle School choice student voiced objections to the process used to determine home to school mileage.
- Ms. Njoroge, parent of Wharton Middle School choice student voiced objection to the consequences for her daughter having to walk alone because they are not eligible for district transportation

13. FINANCE

Mary Jo Walilko, Bridget Mauro, Gary Tillett

- a. RESOLVED, that the Board of Education approves the recommendation of the Interim Business Administrator and approves the **payment of bills from the General Operating Account**, in the amount of \$81,342.51 and \$112,027.56 for the August 2013 payroll.
- b. RESOLVED, that the Board of Education approves the recommendation of the Interim Business Administrator and approves **appropriation transfers for the month** of July 2013 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 July 2013 are in agreement;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education accepts the **Board Secretary and Treasurer 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

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.

Motion: Mary Jo Walilko Seconded: Bridget Mauro

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

14. CURRICULUM AND INSTRUCTION Mary Jo Walilko, Jill Del Rio, Denise Jiménez-Arias

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **Travel, Conferences and Workshops** listed below:

Date(s)	Employee	Conference/Workshop Location	Registration	Travel	Estimate Total Expense
9/25/13	Debra Hanley	Payroll Quarterly Reports Flemington, NJ	N/A	\$23.76	\$23.76

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves a contract with the Morris County Vocational School District for tuition for 16 students (based on enrollment as of July 15, 2013) at the following rates:

	<u>Regular Education</u>	<u>Special Education</u>
Full Time	\$9,484.00	\$10,231.00
Part Time	\$4,743.00	\$ 5,114.00

- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the district's participation in a consortium for NCLB – Title III (Limited English Proficient Student Program) for the 2013-14 school year, with the Wharton Borough Public School District as LEA, in the amount of \$1,288.00
- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the Out-of-District placement for student # 4729288387 for **Hunterdon Learning Center** to provide education services for the 2013-14 school year, in the amount of \$42,120.00 for 180 days in accordance with the student's IEP.

Motion: Mary Jo Walilko Seconded: Bridget Mauro

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

15. OPERATIONS *Mary Jo Walilko, Jill Del Rio, Denise Jiménez-Arias*

- a. RESOLVED, that the Board of Education approves the recommendation of the Interim Business Administrator and approves tuition rates for the 2013-14 school year, based on the approved budget statement as follows:

Pre-School (half-day)	\$ 4,775.00
Multiple Disabilities Class	\$22,600.00

- b. RESOLVED, that the Board of Education approves the recommendation of the Interim Superintendent and approved the **revision of the 2013-2014 School Year Calendar**, to **reflect two (2) early dismissal days for professional development** as follows:

January 15, 2014 as a full day to	January 15, 2014 as a 12:30 dismissal
March 5, 2014 as a full day to	March 5, 2014 as 12:30 dismissal

Motion: Mary Jo Walilko Seconded: Denise Jimenez-Arias

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez- Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

16. PERSONNEL

Mary Jo Walilko, Bridget Mauro, Gary Tillett

- a. RESOLVED, that the Board of Education approves the recommendation of the Interim Superintendent and approves a medical leave of absence with pay for Karen Condon, teacher of physical education and health, for the period of September 1, 2013 through November 30, 2013.
- b. RESOLVED, that the Board of Education approves the recommendation of the Interim Superintendent and accepts the resignation of Traci Sutton, Instructional Aide effective August 19, 2013.
- c. RESOLVED, that the Board of Education approves the recommendation of the Interim Superintendent and accepts the appointment of **Robert Seawick**, Substitute Teacher for the 2013-2014 school year.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of Cindy Pyrzynski from part-time physical education teacher to full-time physical education teacher, for the period September 1, 2013 through November 30, 2013, at a pro-rated annual salary of \$56,745 BA – step 13). Ms. Pyrzynski will return to her part-time (0.58 FTE) position as of December 1, 2013.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of Diana Gil as a long term per diem substitute for the part-time physical education and health teacher leave (0.58 FTE) at a per diem rate of \$158.80, effective September 1, 2013 through November 30, 2013.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Annette Conciatori, as an Instructional Aide**, for 6.18 hours per day at the annual salary of \$11,309.00, no benenfits, for the 2013-14 school year.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Tara Dyson, as an Instructional Aide**, for 6.18 hours per day at the annual salary of \$11,309.00, no benefits for the 2013-14 school year.
- h. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Linda Slahor, as a Cafeteria Aide**, for 1.5 hours per day at an hourly rate of \$10.00 per hour for 10 months with no benefits, pending receipt of all pertinent paperwork.
- i. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Angela Sabatino, as Transportation Coordinator**, at a stipend of \$3,800.00 for the 2013-14 school year.

- j. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the following staff for **Before and/or After School Supervision** at the rate of \$24.62 per hour per staff member:

Michele Gierla: 1.25 hrs/week
 Denise Sleight: 1.25 hrs/week
 Danielle Wilson: 1.50 hrs/week
 Lansing Holman: 1.50 hrs/week

- k. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **rescinding the appointment of Alexis Alvarez, Cafeteria Aide.**
- l. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **rescinding the appointment of Michael Kannaley, Instructional Aide.**

Motion: Mary Jo Walilko Seconded: Patricia Hernandez

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

17. POLICY/COMMUNITY AND PUBLIC RELATIONS *Mary Jo Walilko, Caryn Battaglia, Patricia Hernandez*

Reported that the committee met to review several policy revisions which will be presented at a future meeting for action.

18. BUILDINGS AND GROUNDS *Mary Jo Walilko, Bridget Mauro, Gary Tillet*

- a. RESOLVED, that the Board of Education approves the recommendation of the Interim Superintendent and approves the Use of Facilities as follows:

Organization	Purpose	Room Needed	Dates
PTA	Various Events	Gym, EMC, Music room, various classrooms, parking lot	Application on file in Board office
Cub Scout Pack 45	Pack Meetings	Gym	Application on file in Board office
Girl Scout Troop 929	Bronze Award Project	EMC	Sept. 16 & 23, 2013 3:20-5:00
Girl Scouts	World Thinking Day	Gym w/use of stage & sound system	Friday, Feb. 21 st 5:00 – 9:00
Campfire Girls	Various Events	Gym, various classrooms	Application on file in the Board office
Mine Hill First Aid Squad	King of the Hill Car Show	Parking lot and copy machine room (for sink)	Sat. May 17, 2014 (rain date May 18)

Motion: Mary Jo Walilko Seconded: Bridget Mauro

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

19. Dover Report - no report

Patricia Hernandez

20. MHEF Report Caryn Battaglia

The Foundation was thanked for the donation of the Welcome Back banners around the school

21. Old Business - None

22. New Business

The President thanked the PTA and the Foundation for sponsoring and organizing the welcome receptions

23. Public Discussion

- Ms. Cole expressed her concern of losing the Friday Folders to the on-line system, and the potential negative impact on volunteerism.
- Mr. Bloom received clarification about an agenda item.

24. Executive Session

On the motion by Mary Jo Walilko and seconded by Denise Jimenez-Arias at 8:07 PM, the Board approved the following resolution and adjourned the public meeting:

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 adjourn to the recessed closed session held at the beginning of the meeting to discuss a pending contract negotiation;

AND BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko
5 – 0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

Respectfully Submitted,

Michael J. Donow, RSBA
Interim Business Administrator/Board Secretary