

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
January 27, 2014**

1. Call to Order

On the motion of Mary Jo Walilko and seconded by Bridget Mauro the meeting was called to order at 7:04 p.m.

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 25, 2014 and copies of the agenda have been posted on the district web site and locations designated by the Board, and mailed to the Clerk of the Township of Mine Hill.

3. Roll Call

Present: Jill Del Rio, Joseph Heredia, Patricia Hernandez, Denise Jiménez-Arias, Bridget Mauro and Mary Jo Walilko.

Absent: Gary Tillett

Also Present: Joanne Calabro, Interim Superintendent, Melissa Simmons, Business Administrator/Board Secretary, Adam Zygmunt, Jeffrey Oster, Residency Investigator and Stephen Bacigalupo, Board Attorney.

4. Executive Session

Executive Session will be held at the end of the Regular session.

5. Regular Session

6. Flag Salute

7. Approval of Minutes

a. RESOLVED, the Board of Education approves the Closed Session **minutes** of the meeting held on December 16, 2013 and January 6, 2014.

b. RESOLVED, the Board of Education approves the **minutes** of the meeting held on December 16, 2013 and January 6, 2014.

Motion: Mary Jo Walilko Seconded: Bridget Mauro

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez- Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Abstained	Yes	Absent	Yes

8. Correspondence

- None

9. Interim Superintendent's Report

- HIB
- EVVRS

10. Presentation/Reports

- School Board Recognition

RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **School Board Recognition Month in New Jersey**:

WHEREAS, the New Jersey School Boards Association has declared January 2014 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, the Mine Hill Township Board of Education is one of 580 local school boards in New Jersey that sets policies and over sees operations for public school districts; and

WHEREAS, the Mine Hill Township Board of Education embraces the goal of high quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advance Placement offerings and test scores. Now, therefore, be it

RESOLVED, that the Mine Hill Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2014 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further

RESOLVED, that the Mine Hill Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

11. Business Administrator's Report

Ms. Simmons discussed the ASSA process and that the finance committee will be discussing the budget at the next meeting.

12. Public Discussion

- Mrs. Gully noted Mine Hill students in a few activities in the month.
- Mayor Sam Morris mentioned that a corral is needed for the garbage; the town will be enforcing residency issues regarding "stacking" of residences in single family homes; he mentioned that he would be working on laws to allow Mine Hill students to come back to their home school to participate in sports; and he will also be working on getting monies from the state to fill the mines in the town.
- A question was raised regarding NJASK support for students and Mr. Zygmunt noted that there is a plan in place to work with students.
- An issue regarding residency was brought up during the public discussion and Stephen Bacigalupo, Board Attorney clarified that if a student is determined to be homeless with their last legal address being Mine Hill and then goes to another temporary residence outside of Mine Hill, Mine Hill is obligated to keep that student on-roll for 1 year. After the 1 year, the new town/city of the temporary place of residence is responsible.
- A parent questioned the make-up of snow days and could more be done to make other considerations since, plans have already been made by parents. Dr. Calabro will consider her request and work with parents on this issue.
- The soccer club thanks the board for allowing them to hang up a sign requesting students to sign up for soccer.

13. FINANCE *Bridget Mauro, Gary Tillett, Mary Jo Walilko*

- a. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **December 15 and 30, 2013 payrolls** (including DCRP pension, the state and district's share of FICA) in the amount of \$319,060.96 and **payment of bills from the General Operating Account**, in the amount of \$1,049,384.75; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payment of bills from other funds as delineated below:

Food Service Fund	\$10,575.12
Unemployment Trust Fund	\$ 0.00
Student Activity Fund (Canfield School Account)	\$ 1,000.53

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of December** 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 December 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	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Abstained	Yes	Yes	Yes	Absent	Yes

14. CURRICULUM / INSTRUCTION

Jill Del Rio, Denise Jiménez-Arias, Mary Jo Walilko

- 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
1-15-14	Beth Ondish	NJ ASK Boot Camp William Paterson University	--0--	\$18.60	\$18.60
1-16-14	Lauren Snarski	PARCC Regional Training Passaic County Technical Institute	--0--	\$18.29	\$18.29
1-31-14	Beth Ondish	NJ ASK Informational Literature William Paterson University	--0--	\$18.60	\$18.60
2-3-14	Nicole Trowbridge	Differentiating Math Instruction Piscataway, NJ	\$195.00	\$21.86	\$216.86
2-10-14	Kay Kim	Ongoing & Embedded Assessment Using Student Response Apps. Kean University, Union	\$139.00	\$18.91	\$157.91
3-11-14	Lu Olivo	Strategies for Meeting the Rigorous Common Core Standards for Reading Parsippany, NJ	\$229.00	--0--	\$229.00
3-11-14	Nancy Seidel	Strategies for Meeting the Rigorous Common Core Standards for Reading Parsippany, NJ	\$229.00	\$9.92	\$238.92

3-11-14	Beth Ondish	Strategies for Meeting the Rigorous Common Core Standards for Reading Parsippany, NJ	\$229.00	\$9.92	\$238.92
3-17-14	Adam Zygmunt	NJ ASK DTC Training Morristown, NJ	--0--	\$6.52	\$6.52
3-17-14	Lauren Snarski	NJ ASK DTC Training Morristown, NJ	--0--	\$6.52	\$6.52
3-22-14	Noreen Vetter	NJSSNA Conference Embracing Changes of School Nursing Parsippany, NJ	\$210.00	\$11.16	\$221.16

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the proposed **Out of District Special Education placements** for the 2013-2014 school year:

Student ID	School	School Year Tuition	Dates
2336475454	Hunterdon Learning Center	Contract to reflect prorated tuition rate	1/28/14 to 6/20/14
3989061381	Lakeland Andover School	Contract to reflect prorated tuition rate	1/29/14 to 6/15/14

Motion: Mary Jo Walilko Seconded: Denise Jiménez-Arias

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and Business Administrator and approves **Urban Renewal to dispose of non-functional, outdated technology equipment** at no cost to the district.
- b. RESOLVED, that the Board of Education, accepts the recommendation of the Interim Superintendent and approves the **revision of the 2013-2014 School Year Calendar, to reflect three (3) additional emergency/snow days with a 12:30 dismissal** as follows:

February, 18, 2014, April 14, 2014 and April 15, 2014

- c. RESOLVED, that the Board of Education, accepts the recommendation of the Interim Superintendent and approves the **District and Board goals** as follows:

DISTRICT GOALS

1. Increase student achievement/performance in the NJ State Assessments (NJ ASK 3-6) in English Language Arts as measured by an increase in the percentage of students in the total above Proficiency and Advanced Proficiency categories.

2. Improve School Climate.
3. Improve educational technology in the district in preparation for administration of the Partnership for Assessment of Readiness for College Career (PARCC).
4. Successfully implement district developed Educator Evaluation system as required by Achieve NJ.

BOARD GOALS

1. Improve communication between the board and community, parents, and township.
2. Locate and secure additional alternative funding resources.
3. Successfully complete negotiations for contract agreements with the Mine Hill Board and the Mine Hill Teachers Association.

Motion: Mary Jo Walilko Seconded: Jill Del Rio

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

16. PERSONNEL

Bridget Mauro, Gary Tillett, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the resignation for the purpose of **retirement of Karen Condon, Physical Education and Health** teacher effective June 30, 2014.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the resignation for the purpose of **retirement of Joan Colquhoun, Librarian** effective June 30, 2014.
- c. RESOLVED, that the Board of Education approves the **amended employment contract** in accordance with N.J.A.C. 6A:23A3 language for Dr. Joanne Calabro to resume her responsibilities as Interim Superintendent for the period of January 1, 2014 through June 30, 2014 in accordance with the previous action taken by the Board, said contract revisions having been approved by the Morris County Executive County Superintendent.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the following teachers to be **STEP mentors** for the 2013-2014 school year one hour per week at a rate of \$32.01 per hour to be paid out of Title I funds:

Janice Bochicchio, Lansing Holman, Melissa Kenny, Mark Richardson, Nancy Seidel, Lauren Snarski, Danielle Wilson, Amanda Riley, Theresa Steele, Margaret Nunnermacker, Lu Olivo, Nicole Trowbridge, Susan Day, Matthew Martyniuk and Diane Lansdell.

- e. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **Centenary College MA Educational Leadership Program Internship for Tabitha Hertz** from January 2014 through May 2014 at no cost to the district.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **Reimbursement of Tuition for Lauren Snarski** to obtain a Director In Counseling Certification for the 2014 Spring Semester in accordance with the Mine Hill Teachers Association contract.

Motion: Mary Jo Walilko Seconded: Bridget Mauro

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

17. POLICY, COMMUNITY AND PUBLIC RELATIONS *Joseph Heredia, Patricia Hernandez, Mary Jo Walilko*
None

18. BUILDINGS AND GROUNDS *Bridget Mauro, Gary Tillett, Mary Jo Walilko*
None

19. Dover Report *Joseph Heredia*

Mr. Heredia discussed the meeting he attended at Dover BOE. He indicated that he was sworn in at the meeting and that the board made him feel welcomed.

The remaining comments were held to the end of the meeting after Executive session.

20. MHEF Report *Denise Jiménez-Arias, Bridget Mauro*
None

21. Old Business

Ms. Walilko noted that she wasn't sure but wanted to Board to approve the use of facilities for the "King of Hill" Show on May 10, 2014.

The motion: Mary Jo Walilko Seconded by Jill Del Rio

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

22. New Business
None

23. Public Discussion
None

24. Executive Session

On the motion by Mary Jo Walilko seconded by Bridget Mauro at 8:15 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 material the disclosure of which constitutes an unwarranted invasion of individual privacy pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege

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 3 and 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

25. Return to Public Session

On the motion by Mary Jo Walilko seconded by Bridget Mauro at 9:04 p.m., the Board returns to the regular session meeting.

26. Residency Hearing of student (AT)

WHEREAS, on January 27, 2014, a plenary hearing was held before the Mine Hill Board of Education pursuant to N.J.S.A. 18A:38-1 et seq. and N.J.A.C. 6A:22-1.1 et seq.; and

WHEREAS, on that date, the adult student and/or his parent(s)/guardian(s) did not attend the hearing despite having been apprised of their right to do so, and having been further advised that the hearing would proceed in their absence; and

WHEREAS, the Board, after having heard and considered all of the proofs and testimony presented, determined that the required proof of residency in the Mine Hill School District was not provided pursuant to N.J.A.C. 6A:22-3.4 and N.J.A.C. 6A:22-4.3(a).

NOW, THEREFORE, the Board hereby adopts the following resolution:

BE IT RESOLVED, on this 27th day of January, that the Board finds that Student #1830949552 has not provided the required proof of residency in the Mine Hill School District, and, therefore, is ineligible to attend the Mine Hill Public Schools/Dover Schools per a send-receive agreement; and

BE IT FURTHER RESOLVED, that the Superintendent is hereby directed to effectuate the transfer of the child forthwith, subject to the provisions of N.J.S.A. 18A:38-1(b)(2), and that written notice of this decision and the family's right to contest same before the Commissioner of Education within twenty-one (21) days shall be immediately served upon the parents; and

BE IT FURTHER RESOLVED, that the Board hereby reserves its right to collect any and all tuition owed by the adult student and/or his parent(s)/guardian(s) for the student's period of ineligibility to attend school in the District.

Motion Mary Jo Walilko seconded by Bridget Mauro

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

27. Comments by Board Members:

Continued...

He indicated that the Dover BOE had a number of events that they wanted more Mine Hill parents to attend. He also noted that Mine Hill BOE should make sure that they inform parents of these events and encourage them to attend. Board members noted that they already post all events and encourage parents to attend events and sessions at Dover Schools. Ms. Patricia Hernandez noted that while she was the Mine Hill representative on the Dover BOE that she invited Dover BOE to come to Mine Hill and hold informational sessions for Mine Hill parents to inform them of the great programs at Dover schools and still welcomes them to come and do that in the near future.

28. Adjournment:

On the motion by Mary Jo Walilko seconded by Bridget Mauro at 9:14 p.m.

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

Respectfully submitted,

Melissa Simmons, SBA
Business Administrator/Board Secretary