

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTE**  
**REGULAR MEETING**  
**February 10, 2014**

**1. Call to Order**

On the motion of Mary Jo Walilko and seconded by Bridget Mauro the meeting was called to order.

**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, Gary Tillett and Mary Jo Walilko.

Also Present: Joanne Calabro, Interim Superintendent, Melissa Simmons, Business Administrator/Board Secretary and Adam Zygmunt, Principal.

**4. Executive Session**

On the motion of Bridget Mauro and seconded by Denise Jiménez-Arias at 6:35 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: (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(s) 8. It may be adjourned while business is conducted in public then reconvened after public business has been completed.***

**5. Return to Regular Session**

On the motion of Bridget Mauro and seconded by Denise Jiménez-Arias at 6:52 p.m., the Board returns to the regular session meeting.

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	Yes	Absent

**6. Flag Salute**

**7. Approval of Minutes**

- a. RESOLVED, the Board of Education approves the Closed Session **minutes** of the meeting held on January 27, 2014.
- b. RESOLVED, the Board of Education approves the **minutes** of the meeting held on January 27, 2014.

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	Abstained	Yes	Yes	Yes	Yes	Yes

**8. Correspondence**

None

**9. Interim Superintendent's Report**

- Preliminary results of the calendar survey regarding snow days
- Meeting with Dover Superintendent, Bob Becker went well regarding the CST at Mine Hill working with his team regarding out of district placements from Dover.
- Acceptance of check in the amount of \$1,000.00 from the Lake Hopatcong Elks for the Special Education program.

**10. Presentation / Reports**

- Teacher of the year presentation – Michelle Eastman, received a plaque and flowers for this achievement.

**11. Business Administrator's Report**

**12. Public Discussion**

**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 **January 15 and 30, 2014 payrolls** (including DCRP pension, the state and district’s share of FICA) in the amount of \$308,098.28 and **payment of bills from the General Operating Account**, in the amount of \$661,557.00; and BE IT FURTHER RESOLVED, that the Board of Education approves the payment of bills from other funds as delineated below:

Food Service Fund	\$20,303.53
Unemployment Trust Fund	\$0.00
Student Activity Fund (Canfield School Account)	\$450.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of January** 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 **January** 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 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: Bridge 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	Abstained from invoice 4306 & yes on all else	Yes	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	Estimated Total Expense
3-11-14	Marisa Graney	Common Core Standards Parsippany, NJ	\$229.00	\$9.92	\$238.92
3-13 & 3-14	Kay Kim	Google Apps. in Education Union, NJ	\$249.00	\$19.22	\$268.22
4-9, 4-10, 4-11-14	Melissa Simmons	Governmental Purchasing Conference, Atlantic City	\$500.00	\$87.56	\$587.56

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **Ryan Walsh, a student at Valparaiso University, to assist with various classroom activities to complete ten (10) hours of community service.**
- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **Tyler Meehan, a student of the National Junior Honor Society, to assist with classroom activities for community service hours.**
- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the placement of **Elisa Gonzalez, County College of Morris practicum teacher, for a total of five (5) hours of classroom observation** in Mrs. Lyndsee Olivo’s third grade class.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **Elisa Gonzalez, County College of Morris practicum teacher, to observe one (1) period of music class.**

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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**15. OPERATIONS**

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

- None

**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 appointment of certified instruction aides as **Substitute Teachers** as needed, for the 2013-2014 school year:  
 Teacher Certificate: \$85/day; \$95 after 10 days  
 Substitute Credentials: \$80/day; 90 after 10 days

NAME	TEACHER CERT.	SUB. CRED.
Denise Sleight	X	
Annette Conciatori		X
Jodianne Cullen		X
Charlene Leary		X
Carol Manger		X
Lois Rehling		X
Maria Santore		X
Melissa Slahor		X
Barbara Walsh	X	

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and accepts the appointment of **Kaitlyn Oster, Substitute Teacher** for the 2013-2014 school year pending county approval.
- c. WHEREAS, Obama Care requires health benefits for all staff that work 30 or more hours per week,

WHEREAS, the current budget does not provide for health benefits for Para-Professional Aides, therefore be it

RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the reduction of hours for Para-Professional Aides from 6.18 hours per day to 5.6 hours per day and to increase their hourly rate, but not to exceed their current annual salary as per the attached, effective February 25, 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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**17. POLICY / COMMUNITY AND PUBLIC RELATIONS**

*Joseph Heredia, Patricia Hernandez,*

*Mary Jo Walilko*

- a. RESOLVED, that the Board of Education approves the following **Policies** for **Second Reading**:

<u>Policy #</u>	<u>Policy Title</u>
1240	Evaluation of Superintendent
2430	Co-Curricular Activities
3142	Nonrenewal of Nontenured Teaching Staff Member
3144	Certification of Tenure Charges
3221	Evaluation of Teachers
3222	Evaluation of Teaching Staff Members, excluding Teachers and Administrators
3223	Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
3224	Evaluation of Principals, Vice Principals and Assistant Principals
4146	Nonrenewal of Nontenured Support Staff Member

Motion: Mary Jo Walilko    Seconded: Patricia Hernandez

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0-1	Yes	Abstained	Yes	Yes	Yes	Yes	Yes

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

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

Organization	Purpose	Room Needed	Dates
Wharton Area Little League	Baseball & Softball Practices and Games	Gym - when available Outside field - when available	March 15-June 23, 2014
Boy Scouts of America	Eagle Scout Ceremony	Gymnasium	May 4, 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
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**19. Dover Report**      *Joseph Heredia*

Dover had a bully presentation for parents and presented the Bully Bill of Rights. Athletic director presented 2 awards, top school in sports treatment, the only school in Morris County given this award; He also noted that the Dover girls' basketball team is undefeated.

- 20. MHEF Report**      *Denise Jiménez-Arias, Bridget Mauro*  
None
- 21. Old Business**  
February 18, 2014, Dover High School board meeting at 8:00 p.m. will be advertised.
- 22. New Business**  
Mr. Heredia will be the Board liaison to the Town Council.
- 23. Public Discussion**  
Mr. Zygmunt discussed that the school PTA will have the New Jersey Hall of Fame mobile museum on June 4, 2014.
- 24. Adjournment**  
On the motion by Mary Jo Walilko seconded by Bridget Mauro at 7:44 p.m. the Board adjourns the meeting at 7:44 p.m. by unanimous voice vote.

Respectfully submitted,

**Melissa Simmons, SBA**  
**Business Administrator/Board Secretary**