

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
March 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 and Mary Jo Walilko.

Absent: Gary Tillett.

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

4. 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.

5. Executive Session

On the motion of Mary Jo Walilko and seconded by Bridget Mauro at 6:39 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 a matter rendered confidential by federal or state law, 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 of Mary Jo Walilko and seconded by Bridget Mauro at 7:02 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	Abs	Yes

7. Flag Salute

8. Approval of Minutes

- a. RESOLVED, the Board of Education approves the Closed Session **minutes** of the meeting held on **February 10, 2014**. (Tabled)

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

- b. RESOLVED, the Board of Education approves the **minutes** of the meeting held on **January 27, 2014** and **February 10, 2014**.

- With the change to Report from Dover to say that the presentation was for the board and not the parents and that one presentation needs to be held for all parents.

Motion by: 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

9. Correspondence

None

10. Interim Superintendent’s Report

- HIB grade report – Dr. Calabro presented the report and Mr. Zygmunt indicated that a score over 50 was good and that the district is over 50 and doing well.
- It was also mentioned that an update to the current security system was being considered.

11. Presentation / Reports

- Report from Mr. Zygmunt about the status of school committees. (See attachment)

12. Business Administrator’s Report

- Ms. Simmons explained the current status of the budget and what was recommended to be submitted is tentative and changes can still be made. She also explained that a detailed review will be held for the entire board on March 31, 2014 and that the public budget hearing will be held between April 24, 2014 and May 7, 2014.

13. Public Discussion

- Mrs. Gully provided an update of activities for students and events at Dover Middle School and Dover High School.
- Mr. Brett Coronado inquired if the changes currently being implemented in the teaching approach would help to raise test scores. Mr. Zygmunt explained that if they are followed, the changes would eventually improve test scores.
- Mrs. Katy Bartnick asked if snow can be removed in the courtyard in order for students to go outside during recess.

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

- RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves the **payment of bills from the General Operating Account**, in the amount of \$698,801.07, plus \$294,206.09 for the February 15 and February 28, 2014 payrolls (including gross payrolls, benefits, the state and district’s share of FICA and district share of DCRP pension)
- Whereas the Board of Education must prepare an itemized budget and submit the budget to the executive county superintendent of schools (18A:7F-5 and 18A:7F-6); and

BE IT RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and adopts and files the tentative 2014-2015 budget to the executive county superintendent of schools for review on or before March 20, 2014 as follows:

	General Fund	Special Revenue	Debt Service	Total
Expenditures	\$9,290,596	\$181,908	\$211,090	\$9,683,594
Less: Anticipated Revenue	\$2,812,905	\$181,908	\$ -0-	\$2,994,813
Taxes to be Raised	\$6,477,691	\$ -0-	\$211,090	\$6,688,781

Motion by: 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

15. CURRICULUM / INSTRUCTION *Jill Del Rio, Denise Jiménez-Arias, Mary Jo Walilko*

- 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
3-20-14	Debra Hanley	Systems PR Quarterly Reports Flemington, NJ	--0--	\$23.76	\$23.76
4-8-14	Debra Hanley	Systems PR Processing Eatontown, NJ	--0--	\$40.34	\$40.34

4-9-14	Lori Bullock	Systems Fund Acct. Part I Eatontown, NJ	--0--	\$40.34	\$40.34
4-10-14	Angela Sabatino	Systems HR Review Flemington, NJ	--0--	\$23.76	\$23.76
4-10-14	Debra Hanley	Systems HR Review Flemington, NJ	--0--	\$23.76	\$23.76
5-8-14	Debra Hanley	Systems FA Review Training Flemington, NJ	--0--	\$23.76	\$23.76
5-20-14	Melissa Simmons	Systems FA Year End Training Flemington, NJ	--0--	\$23.76	\$23.76
5-20-14	Debra Hanley	Systems FA Year End Training Flemington, NJ	--0--	\$23.76	\$23.76
5-28-14	Melissa Simmons	Systems PR Employee Portal Eatontown, NJ	--0--	\$40.34	\$40.34
5-28-14	Angela Sabatino	Systems PR Employee Portal Eatontown, NJ	--0--	\$40.34	\$40.34
5-28-14	Debra Hanley	Systems PR Employee Portal Eatontown, NJ	--0--	\$40.34	\$40.34
9-30-14	Melissa Simmons	Systems FA Budget Projection Eatontown, NJ	--0--	\$40.34	\$40.34
12-9-14	Melissa Simmons	Systems FA Budget Projection Eatontown, NJ	--0--	\$40.34	\$40.34

- b. **RESOLVED**, that the Board of Education approves the attendance and reimbursement of expenses for Melissa Simmons, Business Administrator/Board Secretary to attend the annual **NJ Association of School Business Officials Conference** as listed:

Date(s)	Employee/Member	Registration; Lodging/Expenses; Travel	Total Expense
6/4/14 – 6/6/14	Melissa Simmons	\$150.00; \$516.00; \$120.00	\$786.00

Motion by: 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

- The Board asked a couple of questions regarding next year and Ms. Walilko indicated that the World Language curriculum is being explored; that the state has not come out with the new science standards; the technology is PARCC Ready and that a gifted and talented session was being considered for next year.

16. OPERATIONS

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

None

17. PERSONNEL

Bridget Mauro, Gary Tillett, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **Amanda Maggiore, William Paterson University student, to observe one (1) 30-45 minute session of speech therapy** with Marcy Elfand.
- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the placement of **Rachel Lopardo, County College of Morris practicum teacher, for a total of five (5) hours of classroom observation** in Mrs. Kenny’s kindergarten class.
- c. RESOLVED, that the Board of Education accepts the recommendation of Interim Superintendent and approves the appointment of **Robert Scheurman, 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 **Amanda Di Scala as a personal aide**, for 6.18 hours per day at a pro-rated salary of \$4,746.24, no benefits from March 24, 2014 to June 30, 2014.

Motion by: Mary Jo Walilko Seconded by: Bridget Mauro

- Mr. Heredia asked if item “d.” could be discussed further at executive session.

Motion by: 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 on items a,b,c	Yes	Yes	Yes	Yes	Yes	Absent	Yes

18. POLICY/COMMUNITY AND PUBLIC RELATIONS

Joseph Heredia, Patricia Hernandez, Mary Jo Walilko

Mr. Heredia noted that the town council passed the 1st hearing regarding stacking of families in homes. A second reading will happen at the next meeting.

19. 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
Mine Hill Soccer Club	Soccer drills	Gym - when available	March 17 - April 25, 2014

- b. WHEREAS, the Mine Hill School District is in need of custodial services in connection with the operations of its school system and the Morris Hills Regional School District can provide sufficient custodial services to the Mine Hill School District to meet its needs; and

WHEREAS, the Mine Hill School District and the Morris Hills Regional School District are in agreement regarding the level, quality and scope of services to be provided by Morris Hills to Mine Hill and resolutions authorizing this Agreement have been issued by their respective Boards of Education; and

WHEREAS, the parties desire to enter into an agreement pursuant to the "Uniform Shared Services and Consolidation Act," N.J.S.A. 40A:65-1, et seq., for the provision of custodial services.

RESOLVED, the Board of Education on the recommendation of the Business Administrator approve the shared service agreement for custodial services including the purchase of supplies and necessary custodial equipment for April 1, 2014 through June 2014 in the amount of \$68,449.43.00.

Motion by: Mary Jo Walilko Seconded by: Bridget Mauro

- Mr. Heredia asked if “b” could be tabled until after executive session.

Motion by: Mary Jo Walilko Seconded by: Bridget Mauro

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

20. Dover Report *Joseph Heredia*

- Mr. Heredia reported on the joint board meeting with Dover and Mine Hill Township Boards. He requested to do a summary of the SAT presentation that was done at the Dover Board meeting at the next board meeting.

21. MHEF Report *Denise Jiménez-Arias, Bridget Mauro*

- None

22. Old Business

- Ms. Walilko indicated that she would like for the board to be certified by the NJSBA. She indicated that she will invite them to an upcoming meeting to do a presentation for certification. She indicated that it will be good for the board and allow the board to operate and the highest standards as recommended by the NJSBA.
- Ms. Walilko indicated that Ms. Mauro, Ms. Hernandez and herself attended the Morris County presentation on School Finance. They all indicated that it was an excellent presentation and recommends that the remaining board members go through the handouts presented at the last board meeting.

23. New Business

- Ms. Walilko indicated that 3 board members will be attending the upcoming board Morris County meeting on PARCC.
- Ms. Walilko recommended that Ms. Mauro should attend the upcoming leadership meeting for Presidents and Vice Presidents of boards.

24. Public Discussion

- None

25. Executive Session

On the motion by Mary Jo Walilko seconded by Bridget Mauro at 8:34 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 a matter rendered confidential by federal or state law pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege 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.

26. Return to Public Session

On the motion by Mary Jo Walilko seconded by Bridget Mauro at 9:35 p.m. the Board returns to the regular session meeting.

Motion by: Mary Jo Walilko Seconded by: Denise Jimenez-Arias

Motion by: Mary Jo Walilko Seconded by: Patricia Hernandez

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
6-0 Item 16.d	Yes	Yes	Yes	Yes	Yes	Absent	Yes

Motion by: Mary Jo Walilko Seconded by: Patricia Hernandez

Motion by: 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 Item 18.b	Yes	Yes	Yes	Yes	Yes	Absent	Yes

27. Adjournment

On the motion by Mary Jo Walilko and seconded by Denise Jimenez-Arias the Board adjourns the meeting at 9:37 p.m.

Respectfully submitted,

Melissa Simmons

Melissa Simmons

Business Administrator/Board Secretary