

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
August 25, 2014**

1. Call 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

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

4. Executive Session

On the motion of Vice President, Bridget Mauro and seconded by Patricia Hernandez at 6:34 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: (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 categories 5 & 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 Patricia Hernandez at 7:00 PM, 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
5-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent

6. Flag Salute

7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the closed session **minutes** of the meeting held on **June 24, 2014** and **July 28, 2014**.
- b. RESOLVED, the Board of Education approves the regular meeting **minutes** of the meeting held on **July 28, 2014**.

Motion Bridget Mauro Seconded Patricia Hernandez

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

8. Correspondence

9. Interim Superintendent's Report

10. Presentation / Reports

11. Business Administrator's Report

Ms. Simmons discussed the projects done over the summer in a report that was handed to Board Members.

12. Public Discussion

- Ms. Gully updated us on the graduation programs at Dover and noted the accomplishments of the Mine Hill students.
- Mr. Bret Coranato asked about the upgrade of the security system. Ms. Simmons explained the components of the system and the upgrades to bring more safety to the school building. Bret Coranato asked that Dr. Calabro explain that for events in the school involving the students in which large groups of parents may be attending which may be during the school day or in the evening that the security system will be suspended as it would take too long to process all the people.

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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 **payment of bills from the General Operating Account**, in the amount of \$54,936.21, plus \$59,486.88 for the **July, 2014** payrolls (including gross payroll amounts, district share of DCRP pension benefits, the state and district's share of FICA); and

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

Food Service Fund	\$0.00
Unemployment Trust Fund (SUI Account)	\$2,529.25
Student Activity Fund (Canfield School Account)	\$0.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of July**, 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** 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.

- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the renewal of **voluntary student accident insurance** for the period of September 1, 2014 to August 31, 2015, through T.L. Groseclose Associates, Inc., at the following annual rates: \$9.50 for School Time Coverage, \$65.00 for Around the Clock Coverage and \$11.00 for Accident Dental Coverage.

- e. WHEREAS, the Interim Superintendent of Schools and the Business Administrator recommends the upgrade of the security system for the Canfield Avenue School and;

WHEREAS, the Business Administrator requested proposal from vendors and a proposal was received from **Promedia** and reviewed by the Board of Education;

WHEREAS, Promedia is an approved vendor under the Education Data Services contract #4485;

BE IT RESOLVED, that the Board of Education authorizes the execution of the **Promedia Security Systems Upgrade Proposal for Phase 2** (card swiping of all outer doors) for security upgrades not to exceed \$58,316 and not to exceed 10% of additional equipment and services as deemed necessary for the completion of this upgrade.

- f. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Dennis Mack as the Evaluator of Record** for Adam Zygmunt from September 1, 2014 through June 30, 2015 for three (3) Principal Evaluations as required by the State of New Jersey at a rate of \$400.00 per evaluation not to exceed \$1,200.00.

- g. WHEREAS, per N.J.A.C 6:A:23A-14.1(h)1 the District at any time may **withdraw funds from capital reserve** by Board resolution to the line item in capital outlay (12.000.261.730.00.000 & 12.000.400.780.00.550-Security, Infrastructure-HVAC and Lighting upgrades) major account/fund to fund the local share less excess cost of a school facilities project;

WHEREAS, per N.J.A.C 6:A:23A-14.2(d)1 the District at any time may **withdraw funds from maintenance reserve** by Board resolution to the line item in capital outlay (12.000.261.730.00.000-lawn mower equipment) major account/fund to fund the local share less excess cost of a school facilities project;

RESOLVED, per the recommendation of the Interim Superintendent and the Business Administrator that the Board approve the following draw down of funds for the approved capital projects and maintenance equipment:

- Security Upgrade – Phase 2 for \$71,674
- LED Lighting Retrofit – new fixtures in old wing for \$27,854.83
- HVAC air conditioning unit for the computer room at \$13,776.65
- Maintenance Reserve - \$10,696 for a industrial lawn mower as part of our shared service agreement with the Township – Pending shared service contract approval

Total = \$124,001.48

Motion Bridget Mauro; Seconded by Patricia Hernandez

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
4-1	Yes	No b13.e Yes on all else	Yes	Yes	Yes	Absent	Absent

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 **2014-2015 school year contract with the Morris County Vocational School District** for tuition at the following rates:

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

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **2014-2015 school year Out-of-District placement for a new resident student currently attending Chapel Hill Academy** in accordance with the student’s current IEP, tentative tuition rate, \$66,780.00.

Motion Bridget Mauro Seconded Jill Del Rio

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

15. OPERATIONS

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

None

16. PERSONNEL

Bridget Mauro, Gary Tillett, Mary Jo Walilko

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, that 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.

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **annual salaries for the 2014-2015 school year for ten month certificated staff** as follows:

EMPLOYEE		FTE	GUIDE	STEP	BASE SALARY	Add'l Credits	Credits' Salary	Longevity	TOTAL
BOCHICCHIO	JANICE	1.00	BA	3	\$52,150.00				\$52,150.00
DAY	SUSAN	1.00	MA	10	\$58,115.00	15	\$ 825.20		\$58,940.20
EASTMAN	MICHELLE	1.00	BA	15	\$60,925.00	6	\$ 275.00		\$61,200.00
GRANEY	MARISA	1.00	MA	3	\$56,275.00				\$56,275.00
HERTZ NEGLIA	TABITHA	1.00	MA+30	13	\$62,933.00				\$62,933.00
HOLMAN	LANSING	1.00	MA	12	\$58,930.00	18	\$1,237.80		\$60,167.80
KENNY	MELISSA	1.00	BA	9	\$53,990.00	18	\$1,237.80		\$55,227.80
KIM	UN	1.00	MA	14	\$62,910.00				\$62,910.00
LANSDELL	DIANE	1.00	MA	16	\$67,290.00	18	\$1,237.80		\$68,527.80
LEEDS	JANET	1.00	MA	12	\$58,930.00	24	\$1,650.40		\$60,580.40
LUDWIG	JENNIFER	1.00	BA	3	\$52,150.00				\$52,150.00
MARTYNINK	MATTHEW	1.00	MA	1	\$55,775.00				\$55,775.00
MEEHAN	KARYL	1.00	BA	23	\$81,645.00	6	\$ 275.00	\$ 700.00	\$82,620.00
MINNO	BETTY	1.00	MA	16	\$67,290.00				\$67,290.00
NUNNEMACKER	MARGE	1.00	MA 30	24	\$90,923.00			\$ 300.00	\$91,223.00
OLIVIO	LUCREZIA	1.00	BA	18	\$67,945.00				\$67,945.00
OLIVIO	LYNDSSEE	1.00	BA 30	3	\$53,525.00				\$53,525.00
ONDISH**	BETH	1.00	BA	2	\$51,650.00				\$51,650.00
PYRZYNSKI	CINDY	1.00	BA	13	\$56,745.00				\$56,745.00
QUINN	DOROTHY	1.00	BA	11	\$54,805.00				\$54,805.00
RAMACCIOTTI	JILL	1.00	MA 30	14	\$64,973.00				\$64,973.00
RICHARDSON	MARK	1.00	BA	6	\$52,675.00		*\$3,950.63		\$56,625.63
RILEY	AMANDA	1.00	BA	5	\$52,675.00				\$52,675.00
SEIDEL	NANCEE	1.00	MA	16	\$67,290.00				\$67,290.00
SNARSKI	LAUREN	1.00	MA	3	\$56,275.00	6	\$ 412.60		\$56,687.60
STEELE	THERESA	1.00	BA	6	\$52,675.00	24	\$1,100.00		\$53,775.00
SUAREZ	ROBBY	1.00	BA	3	\$52,150.00				\$52,150.00
STRITTMATTER	MARGE	1.00	BA	25	\$87,975.00			\$4,500.00	\$92,475.00
TROWBRIDGE	NICOLE	1.00	BA	2	\$51,650.00				\$51,650.00
VETTER	NOREEN	1.00	BA	5	\$52,675.00	26	\$1,100.00		\$53,775.00
WILSON	DANIELLE	1.00	BA	5	\$52,675.00	12	\$ 550.00		\$53,225.00
WOHN	JANE	1.00	BA	16	\$63,165.00				\$63,165.00

** Paid with NCLB Title I federal funding

• Additions funds for 3 additional periods/week

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **hourly rate for the 10 month, non-certificated cafeteria aides**, with no benefits, for the 2014-2015 school year as follows:

STAFF MEMBER	POSITION	HOURLY RATE	HOURS PER DAY	ANNUAL SALARY
BEATTY, LINDA	CAFETERIA AIDE	\$11.71	1.5	\$3,214.39
CARTER, PATRICIA	CAFETERIA AIDE	\$10.71	1.5	\$2,939.89
CATALAN, ANGELINA	CAFETERIA AIDE	\$11.71	1.5	\$3,214.39
MURY, KATHLEEN	CAFETERIA AIDE	\$10.30	1.5	\$2,827.35
SLAHOR, LINDA	CAFETERIA AIDE	\$10.30	1.5	\$2,827.35

- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **annual salaries for the 10 month non-certificated instructional aides**, with no benefits, for the 2014-2015 school year as follows:

STAFF MEMBER	POSITION	HOURLY RATE	HOURS PER DAY	ANNUAL SALARY
CONCIATORI, ANNETTE	AIDE	\$12.00	5.8	\$12,736.80
CULLEN, JODIANNE	AIDE	\$19.14	5.8	\$20,315.20
DYSON, TARA	AIDE	\$12.00	5.8	\$12,736.80
GIERLA, MICHELE	AIDE	\$12.00	5.8	\$12,736.80
LEARY, CHARLENE	AIDE	\$12.90	5.8	\$16,430.47
MANGER, CAROL	AIDE	\$18.40	5.8	\$23,435.71
PLATT, SANDRA	AIDE	\$12.00	5.8	\$12,736.80
REHLING, LOIS	AIDE	\$18.40	5.8	\$23,435.71
WALSH, BARBARA	AIDE	\$12.00	5.8	\$12,736.80

- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Sheila DePalma as an Instructional Aide**, for 5.8 hours per day at the annual salary of \$12,736.80, no benefits, for the 2014-15 school year.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **appointment of Suzanne Barkawi, as a maternity leave replacement teacher** for Lyndsee Olivo, BA Step 1, \$51,650.00, pro-rated, no benefits, effective September 2, 2014 through December 19, 2014.
- f. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Kevin Hoopes, as an Instructional Aide**, for 5.8 hours per day at an annual salary of \$12,736.80, no benefits for the 2014-2015 school year.
- g. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **Zorina Munson to work up to an additional 10 hours for CST office administration** for the month of August, 2014.
- h. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the resignation for the purpose of **retirement of Margaret Strittmatter, Art Teacher effective July 1, 2015**.

- i. **RESOLVED**, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Substitutes** for the 2014-2015 school year as indicated below at the following rates:

Teacher Certificate: \$85/day; \$95 after 10 days
 Substitute Credentials: \$80/day; 90 after 10 days
 Nurse: \$150/day
 Aide: \$12/hour
 Custodian: \$12/hour

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	NURSE	AIDE	CUSTODIAN
Beatty, Linda				X	
Bender, Sharon	X				
Bernstein, Kathy		X			
Bowers, Rosemary			X		
Brennan, Deborah	X				
Carroll, Diana		X			
Carter, Patricia				X	
Conheeny, John	X				
Collins, Cindy	X				
Conciatori, Annette		X			
Coyne, Jack				X	X
Cullen, Jodi	X				
Curley, Frank		X			
Earley, Douglas			X		
Fremeth, Rachel			X		
Gulley, Nancy	X				
Hoopes, Kevin				X	X
Johnston, Michelle	X				
Leary, Charlene		X			
Lomax, Raymond	X				
Miller, Jeremiah				X	X
Mrasz, Amanda				X	
Mury, Kathleen				X	
Nebesnak, Eileen				X	
Oehler, Judith	X				
Oster, Kaitlyn		X		X	
Platt, Sandra		X		X	
Pyrzynski, Aaron		X		X	X
Quinn, Colleen				X	
Ramacciotti, Francesca				X	
Slahor, Linda				X	
Slahor, Melissa		X			
Scheurman, Robert	X				
Stackhouse, Dawn		X			
Vetter, Patrick	X				
Walsh, Barbara	X				

Motion to table items 16.j and k until after Executive Session by Bridget Mauro and seconded by Denise Jimenez-Arias.

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

Motion Bridget Mauro Seconded Patricia Hernandez

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
16.a-i 5-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent

17. POLICY/COMMUNITY AND PUBLIC RELATIONS

Joseph Heredia, Patricia Hernandez, Mary Jo Walilko

- a. RESOLVED, that the Board of Education, accepts the recommendation of the Interim Superintendent and approves the **2014-2015 District Goals** as follows:

1. Increase student achievement/performance from last year in the standardized assessment in English Language Arts
2. Improve school climate
3. Access the facilities to determine if they meet the needs of the students
4. Look at alternative funding sources

- b. RESOLVED, that the Board of Education accepts he recommendation of the Interim Superintendent and approves the **2014-2015 Board Goals** as follows:

1. Hire a superintendent
2. Continue to improve communication to the community
3. Improve the working atmosphere of the Board using strategies that include training/the pursuance of Board Certification
4. Develop a budget that is under the 2% cap

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

<u>Policy #</u>	<u>Policy Title</u>
0141	Board Member Number and Term
0143	Board Member Election and Appointment
1581	Victim of Domestic or Sexual Violence Leave (M)
3125	Employment of Teaching Staff Members (M)
3230	Outside Activities
3240	Professional Development for Teachers and School Leaders (M)
4125	Employment of Support Staff Members (M)
4230	Outside Activities
6511	Direct Deposit
8507	Breakfast Offer Versus Serve (OVS)
8508	Lunch Offer Versus Serve (OVS)

Motion Bridget Mauro Seconded Patricia Hernandez

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

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
Campfire Girls	Various events	EMC, Gym, Classroom	9/8/14 - 6/9/15
PTA	Various events	EMC, Gym, Hallways, Field	9/2/14 - 6/30/15

Motion Bridget Mauro Seconded Jill Del Rio

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

19. Dover Report *Joseph Heredia*

Mr. Heredia spoke on the school lunch audit and that larger lunch selections may be provided for the increase in the school lunch price that has been required by the State. Dover did appeal this increased price requirement but was denied by the State. The air conditioning in the high school gym is installed and we are waiting for the company to do a "first start" of the system. The high school bathroom renovations scheduled to be completed for the opening of school was delayed due to an unauthorized change made by the contractor. Instead the renovations will take place evenings this fall. At the Dover retreat the board began to develop the frame work for a new business academy. The president of the DEA sent a letter to all board members disagreeing with the Boards policy to keep the existing grading system in Dover High School. He requested a meeting with the Board to discuss it. Midterms and finals will be eliminated from the Middle and High School next year due to the increase in State testing required. Academies and AP classes will continue to have finals. Of all the positive things happening in the schools Mr. Heredia asked if a copy of the newsletters can be distributed to the parents of CAS students as a way of promoting all the positive things Dover middle and high school is doing. Dover said they would consider giving us a template to make copies and distribute.

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

21. Old Business

22. New Business

23. Public Discussion

24. Executive Session

On the motion by Bridget Mauro seconded by Jill Del Rio at 8:00 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: (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 categories 8. 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 Bridget Mauro seconded by Patricia Hernandez 8:26 PM, 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
5-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent

26. Voting Items from Executive Session

On the motion by Bridget Mauro and seconded by Patricia Hernandez

RESOLVED, the Board of Education approves the closed session **minutes** of the meeting held on **June 24, 2014** and **July 28, 2014**.

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
7.a 5-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent

On the motion of Bridget Mauro and seconded by Denise Jimenez-Arias

- j. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the following **merit goal** in the amount of \$2,100.00 for Adam Zygmunt:

To flawlessly implement PARCC testing which includes:

- Collect and upload all student data rosters to Pearson Access: This includes properly coding all students (504, special education) with the appropriate accommodations.
- Coordinate the infrastructure set up and management. Work with the building tech to ensure all hardware and software is up-to-date with regard to administration readiness. This includes testing site access and functionality, network connection/speed, and proper proctor caching functionality.
- Set up all testing sessions in Pearson Access. This includes scheduling the days/times and rooms for testing. Additional duties include creating a room utilization plan, re-scheduling displaced classes and teachers, and make up sessions as necessary during both administrations of the test. Finally, the principal is charged with staffing hall monitors and substitutes as needed during both administrations.
- Train all certified staff in the administration of the test. This includes setting up all accounts in Pearson Access. Additionally, the principal will train the staff to use the PARCC website to manage the test administration and troubleshoot testing issues.
- During the administration: Oversee the entire PARCC administration by monitoring progress and managing the test sessions (starting and stopping all sessions). Upon completion, the principal will ensure that all of the testing data is properly closed out and prepared for upload. The principal will coordinate the data upload from the proctor caching servers to Pearson Access/PARCC.

- k. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the following **merit goals** for Adam Zygmunt:

As the Mine Hill Board of Education seeks to encourage all outside awards and grants that recognize our outstanding school district it wishes to challenge our principal to do so.

Therefore, the Mine Hill Board of Education would like to offer the follow opportunity to the principal:

Apply for 5 grants of \$10,000 or more and 2 awards for recognition from an outside organization. The principal will receive \$2,000.

Should the school district win any of the awards and or grants, the principal would receive an additional \$1,200. The principal would receive any administrative monies that are built into the grants the school receives.

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillett	Mary Jo Walilko
16. j & k 5-0	Yes	Yes	Yes	Yes	Yes	Absent	Absent

26. Adjournment

On the motion by Bridget Mauro and seconded by Jill Del Rio, the Board adjourns the meeting at 8:32 PM.

Respectfully Submitted,

Melissa Simmons
Board Secretary