

**MINE HILL TOWNSHIP BOARD OF EDUCATION  
MINUTES  
REGULAR MEETING  
November 24, 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 November 6, 2014 and copies of the agenda have been posted on the district web site and locations designated by the Board.

**3. Flag Salute**

**4. Roll Call**

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

**5. Executive Session**

On the motion of Mary Jo Walilko seconded by Bridget Mauro at 6:36 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 categorie(s) 7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.***

**6. Return to Regular Session**

On the motion of Mary Jo Walilko seconded by Mary Jo Walilko at 7:00 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 Tillet	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Absent	Yes

**7. Approval of Minutes**

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **September 22, 2014**.

Motion of: Mary Jo Walilko                      Seconded by: Jill Del Rio

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

- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **September 22, 2014** with corrections.

Motion of: 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	Yes	Yes	Yes	Yes	Yes	Absent	Yes

- c. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **October 20, 2014**.

Motion of: Mary Jo Walilko                      Seconded by: Joseph Heredia

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko
4-0-2	Abstain	Yes	Yes	Abstain	Yes	Absent	Yes

- d. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **October 20, 2014** with corrections.

Motion of: Mary Jo Walilko                      Seconded by: Patricia Hernandez

Roll Call Vote	Jill Del Rio	Joseph Heredia	Patricia Hernandez	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko
4-0-2	Abstain	Yes	Yes	Abstain	Yes	Absent	Yes

## 8. Correspondence

- **Statement of Declaration**

A STATEMENT of Determination of the **BOARD OF CANVASSERS**, relative to a School Board Election held in the County of Morris, State of New Jersey, for the election of certain School Board Members for the Municipality of **MINE HILL TOWNSHIP** on the **4<sup>th</sup>** day of **November, 2014**.

The said Board does determine that at the said election:

Peter Bruseo	Member of the Board of Education	3 Year Term
Mary Jo Walilko	Member of the Board of Education	3 Year Term

- Letters from students regarding the use of their own technology equipment for Academic Support were read.

## 9. Interim Superintendent's Report

- Governor's Educator of the Year Nomination Program – Dr. Calabro noted that the process has been changed by the State of New Jersey and noted some of the changes.

## 10. Presentation / Reports

## 11. Business Administrator's Report

- NJSBA Conference Update (Virtual Snow Day, School Board Ethics, Purchasing) – Ms. Simmons shared what she gathered at the conference.
- Sustainable NJ – Ms. Simmons handed out the paperwork for Sustainable NJ and noted that she would like to implement this program in the District. She also noted that she would be presenting the item for approval at the next board meeting.

## 12. Public Discussion

- Ms. Gully – Mentioned the passing of former board member, Steve Hoh. The board commented on how well he served on the board over the years. Ms. Walilko mentioned that in lieu of flowers donations can be made to Autism Speaks.
  - The Fun Run was a great success. 2 Mine Hill students won.
  - Noted the accomplishments of Gordon Chu.
  - The Dover's Spanish Heritage Month Art Show was a great success and featured some Mine Hill Students.

## 13. FINANCE

*Gary Tillett, Bridget Mauro, 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 \$396,695.37, plus \$308,568.40 for the **October, 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)	\$0.00
Student Activity Fund (Canfield School Account)	\$325.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of October**, which is 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 October** 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. Whereas, Principal Adam Zygmunt applied for the **Morris Arts Grant** and the Morris Arts selects one Morris County school to receive the Kefauver Artist Residency Grant Award, a grant that pays for one artist residency in full a value of \$5,700.00 that will cover the entire cost of Music the Voice of Unity Residency with Teaching Artist, Andy Wasserman.

RESOLVED, that the Board that the Board of Education accepts the recommendation of the Business Administrator and approves **Morris Arts Grant valued at \$5,700.00**.

- e. 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 (11.000.261.420) major account/fund to fund the maintenance projects for the fall of 2014;

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 maintenance equipment:

HVAC uni-vent maintenance and repairs per classroom & office	\$16,000
Miscellaneous maintenance projects	\$10,000
Plumbing repairs and maintenance	\$10,400
<b>Total:</b>	<b>\$36,400</b>

Motion of: 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
5-1-0 6-0	Yes	No on ck#12440 Yes	Yes	Yes	Yes	Absent	Yes

**14. INSTRUCTION / CURRICULUM**

*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
11-21-14	Dorothy Quinn	PARCC Ready - Train the Trainer Monroe Township, NJ	\$199.00	\$18.29	\$217.29
12-10-14	Lauren Snarski	Elementary Childhood Behaviors Morris Plains, NJ	-0-	\$4.53	\$4.53
1-7-15	Theresa Steele	Preparing for Common Core Standards & Assessments Saint Peter's University, Jersey City	\$179.00	\$79.28	\$202.03
1-7-15	Robby Suarez	Preparing for Common Core Standards & Assessments Saint Peter's University, Jersey City	\$179.00	\$79.28	\$202.03
Various	Melissa Simmons	NJASBO Trainings Rockaway, NJ	\$300.00	N/A	\$300.00

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **2014-2015 Title I Progress Targets Action Plan Assurances**. (Documents available for review in the board office).
- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **2014-2015 Related Services and Assistive Technology plan services** for students as follows:

Vendor	Services	Fees
PG Chambers	OT/PT, Speech Evaluations/Therapy, Augmentative, Assistive Technology, Education Treatment/Evaluations	\$84.00/hour therapy, \$445.00 per evaluation \$545.00 per augmentative communication evaluations (fee schedule on file in the business office)
Dr. Jose Moreno	Psychiatric evaluations/treatment	\$500.00/evaluation
JVS	Vocational evaluations, job placement services, job coaching and work adjustment training	(fee schedule on file in the business office)

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

**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 approves the **2014-2015 Uniform Memorandum of Agreement between Education and Law Enforcement Officials**. (Documents available for review in the business office).

Motion of: 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
5-0	Yes	Abstained	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 extending the **Family Leave request for Lyndsee Olivo as follows:**

December 22, 2014 through January 30, 2015, unpaid leave (with benefits) pursuant to the NJ Family Leave Act.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the placement of **Sara Folks, Seton Hall practicum teacher, for one semester of classroom observation** in Mrs. Nunnermackers’s fourth grade class.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves payment to **Beth Ondish** at a rate of \$32.01 per hour, up to one hour for the **Title I, Project Read Public Information Meeting**.

Motion of: 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

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

*Joseph Heredia, Patricia Hernandez, Mary Jo Walilko*

- Mr. Heredia asked if there were any policies that required a second reading. Dr. Calabro will look into this.
- The December Mine Hill Township calendar was shared regarding all of the upcoming events.
- Mr. Heredia shared some concerns veterans had regarding the gift bags that were distributed during the Veterans’ Day Breakfast.

**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:

<b>Organization</b>	<b>Purpose</b>	<b>Room Needed</b>	<b>Dates</b>
Boy Scouts	Blue and Gold Awards	Gym	February 21, 2015
Boy Scouts	Pinewood Derby	Gym	March 21, 2015

Motion of: Mary Jo Walilko      Seconded by: Jill Del Rio

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

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

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

**21. Old Business**

**22. New Business**

**23. Public Discussion**  
None

**24. Executive Session**  
None

**25. Adjournment**

On the motion of Mary Jo Walilko seconded by Jill Del Rio, the Board adjourns the meeting at 9:07 p.m.

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

Respectfully submitted,

Melissa Simmons  
Business Administrator/Board Secretary