

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
March 16, 2015**

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 14, 2015 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. Flag Salute

4. Roll Call

Peter Bruseo	Absent	Denise Jiménez-Arias	Yes
Jill Del Rio	Yes	Bridget Mauro	Yes
Joseph Heredia	Absent	Mary Jo Walilko	Yes

5. Executive Session

None

6. Regular Session

On the motion of Mary Jo Walilko seconded by Bridget Mauro at 7:01 p.m. the Board returns to the regular session meeting.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
4-0	Absent	Yes	Absent	Yes	Yes	Yes

7. Public Discussion

Ms. Gully – notified the board of the good things going on at the Dover H.S. Recently, a famous artist was brought in to speak to the students that are a part of the theater arts program at the H.S. This spring the H.S. will be presenting the play the “Addams’ Family”.

Kris Katzenbach – How much is the proposed tax increase. Ms. Simmons noted that it is proposed at \$127,451 which is a 2% increase at a tax rate of 1.450% (increase of \$59.89 per year with an average assessed home of \$278,900.

Alyssa Colon – Expressed her concerned that she was told by the Mine Hill Education Foundation that the Foundation was being asked to move out of Canfield Avenue School for next year. She would like to see this program continue at the school. Ms. Walilko expressed that the Board and Ed Foundation were in discussions and that no decisions have been made and that the information that she was receiving was premature at this time.

Jennifer Mannherz – Expressed concerns about the pre-kindergarten program being eliminated from the Canfield Kids. Ms. Walilko noted that no decisions have been made; that the board supports Canfield Kids and that no decisions have been made to remove Canfield Kids from the school building at this time. Ms. Walilko also recommended that the parents should take these concerns back to the Ed Foundation as the board was not aware of any of the information of closing was coming from.

Kris Katzenback – What is the number of Choice students in our school? The Board referred to the handout given by Ms. Simmons that indicated 93 this year and 94 anticipated for next year.

Joan Cirella – Asked if there was Choice in Pre-K? No. She also asked what the state aid figures were. Ms. Simmons would provide that to her.

Ms. Walilko noted that the budget concerns that impact taxes this year were potential tuition increases and health benefit increases.

8. FINANCE *Denise Jiménez-Arias, 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 \$22,935.77.
- b. BE IT RESOLVED, that the **tentative budget** be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-16 Total Expenditures	\$9,568,898	176,939	209,275	\$9,955,112
Less: Anticipated Revenues	\$3,068,845	176,939	0	\$3,245,784
Taxes to be Raised	\$6,500,053	0	209,275	\$6,709,328

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Educational Media Center at Canfield Avenue School, 42 Canfield Avenue, Mine Hill, New Jersey 07803 on April 27, 2015 at 7:00 p.m. the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

AND WHEREAS, the Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for **regular district business travel** only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

AND THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education **Out of District Travel and Reimbursement Forms**; and

AND BE IT FURTHER RESOLVED, the Board of Education approves **travel and related expense** reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a **maximum expenditure of \$8,000** for all staff and board members.

AND WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3.14

AND NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby establishes the following maximums for **professional services** for the 2015-2016 year as follows:

- Architecture/Engineering \$ 10,000
- Legal \$ 14,000
- Audit \$ 21,000
- Physician \$ 3,600

For a total amount of **\$ 48,600**

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

- c. WHEREAS, The Board of Education approved the NCLB – Title I A grant on July 28, 2014 in the amount of \$83,962 for the 2014-15 grant year;

RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves a Title I carryover amendment in the amount of \$12,580.00 for instructional supplies.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
4-0	Absent	Yes	Absent	Yes	Yes	Yes

9. **PERSONNEL** Denise Jiménez-Arias, Bridget Mauro, 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, 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 Interim Superintendent.

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **appointment of Diana Carroll, as a maternity leave replacement teacher** for Janice Bochicchio as follows:

BA Step 1, \$51,650.00, pro-rated, no benefits, effective May 4, 2015 through June 22, 2015 (or last day of school).
- b. RESOLVED, that the Board of Education accepts the **resignation of Michele Gierla, Instructional Aide**, as of March 6, 2015.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Kathleen Mury, currently a Cafeteria Aide, will now be an Instructional Aide**, effective March 9, 2015 for 5.8 hours per day at a pro-rated annual salary of \$12,736.80, no benefits for the 2014-2015 school year.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the appointment of **Harriet Vazquez, Cafeteria Aide**, effective upon receipt of her criminal history results, at a rate of \$10.00 per hour, 1.5 hours per day, no benefits for the 2014-2015 school year.
- e. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and accepts the appointment of **Kimberly Kurz, Substitute Teacher** for the 2014-2015 school year.

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

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
4-0	Absent	Yes	Absent	Yes	Yes	Yes

10. Old Business – Ms. Mauro updated the board on the Superintendent Search from the personnel committee. The second round has 3 candidates that can move to final interviews if and when they are conducted. However the committee was still considering a shared superintendent.

11. New Business – Ms. Walilko mentioned that a policy committee meeting is needed to discuss some changes in policies that are required. She also wanted to note that all board members need to make sure that they are up to date with their mandated training. Lastly she noted that three (3) candidates applied for the board vacancy and that interviews will be held at the next board meeting since all board members were not in attendance currently.

12. Public Discussion

Kris Katzenbach – Asked if the district interested in shared services could be revealed. Ms. Walilko indicated that it was Morris Hills. She also asked how many candidates applied for the board vacancy and Ms. Walilko indicated 3 and those interviews would be on March 30, 2015.

Alyssa Colon – Asked if a shared superintendent from Morris Hills would make placement at Morris Hills high school automatic. Ms. Walilko answered no, but that Morris Hills is a Choice district and that we don't pay tuition for Choice students.

Joan Cirella – Asked if we don't go for a shared superintendent will a full time superintendent be considered. Ms. Walilko indicated yes.

13. Executive Session

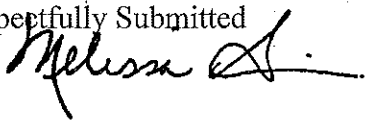
None

14. Adjournment

On the motion of Mary Jo Walilko seconded by Jill Del Rio, the Board adjourns the meeting at 7:36 p.m.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
4-0	Absent	Yes	Absent	Yes	Yes	Yes

Respectfully Submitted



Melissa Simmons
Business Administrator/Board Secretary

