

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
March 30, 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	Yes	Denise Jiménez-Arias	Yes
Jill Del Rio	Yes	Bridget Mauro	Yes
Joseph Heredia	Yes	Mary Jo Walilko	Yes

5. Executive Session

On the motion of Mary Jo Walilko seconded by Bridget Mauro at 6:03 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 categories #7. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

Regarding the Mulverton and Rua filings.

6. Return to Regular Session

On the motion of Mary Jo Walilko seconded by Bridget Mauro at 6:15 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
5-0	Yes		Yes	Yes	Yes	Yes

On the motion of Mary Jo Walilko seconded by Bridget Mauro at 6:15 p.m. to Board begins a recess.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
5-0	Yes		Yes	Yes	Yes	Yes

On the motion by Mary Jo Walilko seconded by Bridget Mauro return to regular session at 6:30 p.m.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Yes

- a. WHEREAS, there is a board member vacancy and it was advertised for interested persons to apply by March 10, 2015;

WHEREAS, at the last public board meeting it was noted that interviews for three (3) candidates would take place at the next board meeting scheduled for March 30, 2015;

RESOLVED, that at this time the board conduct interviews of the three (3) candidates, Katie Bartnick, Caryn Battaglia and Joan Cirella for the board vacancy.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Yes

- b. On the motion of Mary Jo Walilko seconded by Bridget Mauro at 6:44 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 deliberate the selection for the vacancy on the board.

Roll Call Vote	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
6-0	Yes	Yes	Yes	Yes	Yes	Yes

- c. On the motion of Mary Jo Walilko seconded by Denise Jiménez-Arias at 7:02 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
6-0	Yes	Yes	Yes	Yes	Yes	Yes

- d. The President declares nominations are in order for the position of Board Member for the remaining months of the 3rd year, 3 term position left vacant by the resignation of former board member, Gary Tillett:

Nomination: Kathleen Bartnick is nominated by Bridget Mauro, seconded by Joseph Heredia

Vote for Board Member	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
Name: Kathleen Bartnick	Yes	Yes	Yes	Yes	Yes	Abstained

Election Results:

Kathleen Bartnick is elected Board Member of the Mine Hill Township Board of Education.

- e. School Business Administrator/Board Secretary, Melissa Simmons, will administer the Oath of Allegiance to the newly elected Board Member.

AND BE IT FURTHER RESOLVED, that the newly elected member of the Board of Education acknowledge, in writing that she has received and read the Code of Ethics:

1. I will uphold and enforce all laws, state board rules and regulations and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confirm my Board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. I will carry out my responsibilities, not to administer the schools, but, together with my fellow Board members, to see that they run well.
5. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action, which may compromise the Board.
6. I will refuse to surrender my independent judgment to special interest or partisan groups or to use the school for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals of the school. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspiration of the community for its school.

8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

7. Approval of Minutes

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **January 29, 2015**.
- b. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **February 23, 2015**.
- c. RESOLVED, the Board of Education approves the **regular session minutes** of the meeting held on **February 23, 2015**.

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

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

- d. RESOLVED, the Board of Education approves the **regular session minutes** of the meeting held on **March 13, 2015**. (With changes discussed)
- e. RESOLVED, the Board of Education approves the **regular session minutes** of the meeting held on **March 16, 2015**.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

To approve a, b, d with changes and e

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

8. Correspondence

- Proposed Property Transfer
- Letter from Jane Wohn regarding her retirement

9. **Interim Superintendent's Report**

- PARCC was completed. Mr. Zygmunt and Lauren Snarski did a great job.
- Opting out of PARC is not allowed and can result in loss of funding.

10. **Presentation / Reports**

None

11. **Business Administrator's Report**

- Budget update and PARCC preparedness.
- County B.A. approved the budget and noted the budget was sound and well done.

12. **Public Discussion**

13. **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** (including state health and dental benefits) from the General Operating Account, in the amount of \$798,461.37, plus \$318,349.02 for the **February 2015** 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	\$11,910.24
Unemployment Trust Fund (SUI Account)	\$0.00
Student Activity Fund (Canfield School Account)	\$53.70

- b. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **appropriation transfers for the month of February**, 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 February** 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, the health of New Jersey's public employee retirement systems affects the state's economy and its citizens' quality of life, and impacts critical functions, ranging from the state's ability to borrow to finance public works projects to its annual budget including state aid to education and, consequently, the operation of the public schools; and

WHEREAS, the New Jersey Pension and Health Benefits Study Commission, appointed by Governor Chris Christie in 2014, has issued its final report, "A Roadmap to Resolution," which proposes monumental changes in how public employee benefits, particularly the Teachers' Pension and Annuity Fund (TPAF) and the School Employees' Health Benefits Program (SEHBP), are financed and administered; and

WHEREAS, the Mine Hill Board of Education believes that reform must balance the health of the state's retiree benefits programs with local school boards' responsibility to provide sound educational programming; and

WHEREAS, TPAF benefits are established by the state and not through local school board action; and

WHEREAS, post-retirement medical benefits are provided to TPAF retirees through state legislation, not local school board action; and

WHEREAS, the Mine Hill Board of Education believes that the TPAF and any new retirement program for certificated school district staff must be funded by the state government; and

WHEREAS, the Mine Hill Board of Education believes that transferring payment of the employer's contribution to the teacher retirement plan and post-retirement medical benefits from the state to local school districts would have a detrimental impact on the resources necessary to maintain educational programming; and

WHEREAS, to restore solvency to, and avert future default of, the state's retirement programs, the pension and benefits reform act of 2011 (*P.L. 2011, c. 78*) includes a schedule of annual state payments designed to close the deficit of the plans that serve school district employees; and

WHEREAS, medical benefits for retired school employees, which will total over \$1 billion in 2015-2016, are a major cost-driver in the state budget; and

WHEREAS, the Mine Hill Board of Education supports the current statutorily required employee contributions toward health benefits, which reflect current practice in the private sector and in public employment in other states, and have provided significant financial relief for local school districts, thereby enabling them to direct resources toward educational programming, including teacher employment.

NOW, THEREFORE, BE IT RESOLVED that the Mine Hill Board of Education urges the state Legislature and Governor to ensure that the employers' cost for teacher pensions and post-retirement medical benefits—financial obligations created by the state—are not transferred to local school districts; and be it further

RESOLVED, that to provide local school districts and local property taxpayers with financial relief, the Legislature should amend *P.L. 2011, c.78* to make the current employee contributions toward health coverage a permanent requirement and not a subject of labor negotiations; and be it further

RESOLVED, that to provide further control over the cost of health benefits, the Legislature should give local boards of education unilateral authority to enroll in the School Employee Health Benefits Program if the board determines that such action would generate financial savings; and be it further

RESOLVED, that the Mine Hill Board of Education supports the goal of reducing the overall costs of public employee health and retirement benefits and urges the state Legislature and Governor to take a studied and comprehensive approach that will ensure the long-term solvency of the state's public employee retirement programs without unduly burdening local school district budgets and endangering educational programming; and be it further

RESOLVED, that this resolution be delivered to Governor Chris Christie, State Senate President Stephen M. Sweeney, Assembly Speaker Vincent Prieto; and the Mine Hill Legislative District's representatives in the state Senate and General Assembly; and be it further

RESOLVED, that a copy of this resolution be sent to the New Jersey School Boards Association.

- e. WHEREAS, the 18A:18A-4.5 requires that the board authorize the purchasing agent to go out for competitive contracting for the procurement of food management services;

WHEREAS, the current contract with Machio's Food Service is in the 5th and final year;

RESOLVED, that the board of education authorizes the purchasing agent to go out for competitive contracting for food management services for the 15-16, 16-17 and 17-18 school year with the option to renew for 2 additional years.

- f. BE IT RESOLVED, that the **revised 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 after review of the County Superintendent of Schools.

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-16 Total Expenditures	\$9,433,735	176,939	209,275	\$9,819,949
Less: Anticipated Revenues	\$2,945,682	176,939	0	\$3,122,621
Taxes to be Raised	\$6,488,053	0	209,275	\$6,697,328

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.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0 Tabled f	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0 Approve a-e	Yes Yes	Yes Yes	Yes Yes	Abstain - a No - d Yes - b,c,e,	Yes Yes	Yes Yes	Yes Yes

14. INSTRUCTION / CURRICULUM

Peter Bruseo, 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
5-29-15	Lauren Snarski	NJ School of Character Recognition Conference & Awards Lawrenceville, NJ	\$85.00	\$30.42	\$115.42
5-29-15	Adam Zygmunt	NJ School of Character Recognition Conference & Awards Lawrenceville, NJ	\$85.00	\$30.42	\$115.42

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

15. OPERATIONS

Peter Bruseo, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the **2015-2016 school year calendar**. (Available for review in the business office).
- b. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **2015-2016 twelve month employee calendar**. (Available for review in the business office).

- c. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves **disposal of the following non-operational equipment:**

- HP Laserjet 5si
- HP Laserjet 4050
- H Inkjet 1100
- HP Officejet Pro 8000
- HP Officejet Pro 8000
- HP Officejet Pro 8000
- HP Laserjet 1300
- HP Deskjet F4180
- HP Officejet 6310
- Xerox Phase 8560
- 4 Smartboard's

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

16. PERSONNEL

Denise Jiménez-Arias, Bridget Mauro, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the resignation for the purpose of **retirement, of Jane Wohn, Fourth Grade Teacher, effective July 1, 2015.**

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

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

17. POLICY/COMMUNITY & PUBLIC RELATIONS *Jill Del Rio, Mary Jo Walilko*

None

18. BUILDINGS AND GROUNDS *Denise Jiménez-Arias, Bridget Mauro, Mary Jo Walilko*

None

19. Dover Report *Peter Bruseo*

None

20. MHEF Report *Jill Del Rio, Denise Jiménez-Arias, Mary Jo Walilko*

Met with foundation and recommends the contract.

21. Old Business

None

22. New Business

None

23. Public Discussion

- Superintendent Search
 - Three candidates have been interviewed
 - Two more candidates will be interviewed
 - The next step will be the committee recommendation to the board
 - All boards have decided not to do a shared service, shared Superintendent
- Mrs. Gulley updated on Mine Hill students events
- Mrs. Cirella expressed thanks to Mr. Zygmunt for helping her son while taking the PARCC.
- HVAC 0 Climate control at Randolph
- Dave Bloom - thank you for website update. 58.9 tax rate, town is at .99% increase

24. Adjournment

On the motion of Mary Jo Walilko seconded by Denise Jiménez-Arias, the Board adjourns the meeting at 8:17 p.m.

Roll Call Vote	Kathleen Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

