

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
COMMUNITY FORUM
PUBLIC HEARING ON THE BUDGET
REGULAR MEETING
April 27, 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 April 23, 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

Katie Bartnick	Yes	Denise Jiménez-Arias	Yes
Peter Bruseo - 6:35 p.m.	Yes	Bridget Mauro	Yes
Jill Del Rio	Yes	Mary Jo Walilko	Yes
Joseph Heredia	Yes		

5. Community Forum

On the motion of Mary Jo Walilko seconded by Denise Jimenez-Arias at 6:20 p.m., the Board approved the following resolution:

WHEREAS, the Board of Education has conducted interviews for the position of Superintendent of Schools and have decided on the 2 finalists;

RESOLVED, the Board of Education conduct a community forum where community members have the opportunity to ask the finalists questions and conduct discussions sessions with staff and students.

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

Community Forum was held and the community members asked questions to the finalists, Mr. Lee Nittel and Dr. Robert Ponds.

6. Public Hearing for the 2015-2016 Budget

On the motion of Mary Jo Walilko seconded by Denise Jimenez-Arias at 7:20 p.m. the Board commences the public hearing on the budget

Roll Call Vote	Katie 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

- **Presentation** – Teacher of the Year Mr. Robby Suarez
- **Budget Presentation** – Dr. Calabro, Interim Superintendent of Schools, Ms. Melissa Simmons, and Business Administrator – Dr. Calabro discussed the educational goals supported by the 2015-16 Budget and Ms. Simmons reviewed the various components of the budget.
- **Public Questions** – Questions were asked by the public and answered by Ms. Simmons, Dr. Calabro and Mrs. Walilko.

7. Approval of Minutes

- a. RESOLVED, the Board of Education tables the **regular meeting minutes** of the meeting held on **April 13, 2015**.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Katie 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

- Retirement luncheon is on Sunday, May 17, 2015.
- Letter from the Department of Education was received for the approval of the sale of the land in the gravel lot.

9. Interim Superintendent’s Report

- The second phase of PARCC testing will be commencing along with NJASK for science.

10. Presentation / Reports

- Teacher of the Year recognition – Done prior to the Budget Hearing

11. Business Administrator’s Report

- N/A

12. Public Discussion

- Ms. Gully noted the activities that are taking place at Dover Middle School (Musical – The Invisible Man)

13. FINANCE

Denise Jiménez-Arias, Bridget Mauro, Mary Jo Watilko

BE IT RESOLVED, that the Mine Hill Township Board of Education approves the **2015-2016 school district budget** for submission as follows:

General Fund	\$9,433,735
Special Revenue Fund	\$ 176,939
Debt Service Fund	\$ 209,275
Total	\$9,819,949

BE IT FURTHER RESOLVED that the district has a taxing authority which is composed of a 2% cap increase over the prior year which totals \$127,452 resulting in a maximum district tax levy available of \$ 6,500,053.

BE IT FURTHER RESOLVED, that there should be raised for the General Fund a tax levy of \$6,488,053 as well as a debt service amount of \$ 209,275 for the ensuing School Year (2015-2016).

BE IT FURTHER RESOLVED, that the unused taxing authority of \$157,082 will be banked for potential use in the subsequent three fiscal years.

WHEREAS, N.J.A.C. 6A:23A-5.2(a) mandates boards to establish annually prior to the budget preparation for public relations and each type of professional service a maximum level of spending for the ensuing school year, and

BE IT FURTHER RESOLVED, that the 2015-2016 school district budget includes the following maximum levels of appropriation for **professional services**:

Architecture/Engineering	\$ 10,000
Legal	\$ 14,000
Audit	\$ 21,000
Physician	\$ 3,600
For a total amount of	\$ 48,600

AND WHEREAS, the Administration needs to notify the Board of Education if there arises a need to exceed said maximums. Upon which the Board of Education may adopt a dollar increase in the maximum amount through formal Board action, and

WHEREAS, The Board of Education and the Administration wishes to minimize the amount of paperwork involved in this area,

THEREFORE BE IT RESOLVED, that the Mine Hill Township Board of Education establishes these maximums for public relations and professional development in the areas listed above at a level of 120% of the amounts listed for the 2015-2016 school year.

- 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 \$863,478.55 plus \$303,162.20 for the **March, 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:

Unemployment Trust Fund (SUI Account)	\$0.00
Food Service Fund	\$13,398.41
Student Activity Fund (Canfield School Account)	\$4,758.39

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

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Katie 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
6-1 Budget	Yes	Yes	Yes	No	Yes	Yes	Yes

14. INSTRUCTION / CURRICULUM
None

Katie Bartnick, Jill Del Rio, Mary Jo Walilko

15. OPERATIONS

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 **Integrated Pest Management Plan** evaluated by the IPM coordinator, Mr. Zygmunt in coordination with Mr. Castano, Mrs. Simmons and Dr. Calabro in April, 2015. No changes were made to the IPM plan and the recommendation is made to accept and implement the IPM plan for the 2015-2016 school year.

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

Roll Call Vote	Katie 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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Interim Superintendent and approves the placement of **Sarah Orr, Centenary College practicum teacher, for a total of fifteen (15) weeks of classroom observation** from September 1, 2015 through December 15, 2015 in Mrs. Lu Olivo's second grade class.

Motion of: Mary Jo Walilko Seconded by: Bridget Mauro

Roll Call Vote	Katie 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 *Peter Bruseo, Jill Del Rio, Mary Jo Walilko*

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

<u>Policy #</u>	<u>Policy Title</u>
P0134	Board Self Evaluation
P0152	Board Officers
P2622	Student Assessment
P3212	Attendance
P3218	Substance Abuse
P4212	Attendance (formerly 4211)
P4218	Substance Abuse
P5200	Attendance

Motion of: Mary Jo Walilko Seconded by: Joseph Heredia

Roll Call Vote	Katie 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

18. BUILDINGS AND GROUNDS

Denise Jiménez-Arias Bridget Mauro, Mary Jo Walilko

N/A

19. Dover Report *Peter Bruseo, Mary Jo Walilko*

Mr. Bruseo made the Dover Board members aware of the Superintendent Search and the Community Forum.

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

They have been meeting with the committee to discuss a rental agreement and other funds that can be donated to the Board.

21. Old Business

N/A

22. New Business

- Mine Hill PTA is having a Dine Out Fundraiser at the Pizzeria.
- NJSBA Annual Conference dates are out. If you are interested in going please see Ms. Simmons.
- Ms. Walilko indicated that a personnel and policy committee meetings are needed as soon as possible.

23. Public Discussion

24. Executive Session

On the motion of Mary Jo Walilko seconded by Denise Jimenez-Arias at 8:31 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 & 8 regarding the Superintendent Search and the Educational Foundation agreement. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

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

Roll Call Vote	Katie 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

25. Return to Public Session

On the motion of Mary Jo Walilko seconded by Denise Jimenez-Arias at 10:06 p.m. the Board returns to the regular session meeting.

Roll Call Vote	Katie 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. B

WHEREAS, the Board of Education has deliberated regarding the 2 finalists for the position of Superintendent of Schools based on their credentials, interviews and community forum;

RESOLVED that the Board of Education offered Mr. Lee Nittel the position of Superintendent of Schools with his contract to be negotiated;

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

Roll Call Vote	Katie 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

BE IT FURTHER RESOLVED that if Mr. Nittel does not accept the position, that the position can be offered to Dr. Ponds with a contract to be negotiated.

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

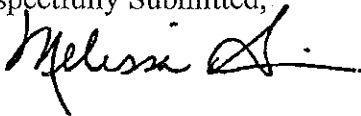
Roll Call Vote	Katie Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
7-0	Yes	Yes	Yes	Yes	Yes	Yes	Yes

17. Adjournment

On the motion of Mary Jo Walilko seconded by Jill Del Rio at 10:08 p.m. the Board adjourn the meeting.

Roll Call Vote	Katie 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

Respectfully Submitted,



Melissa Simmons
Business Administrator/Board Secretary

