

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
August 24, 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

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

5. Executive Session

On the motion of Mary Jo Walilko seconded by Denise Jiménez-Arias at 6:34 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 regarding negotiations with the Education Foundation. 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 Denise Jiménez-Arias at 7:02 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
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

7. Approval of Minutes

A discussion was held regarding the information to be documented in the minutes. Mr. Nittel, Superintendent and the board policy committee will review and discuss this policy further.

- a. RESOLVED, the Board of Education approves the **closed session minutes** of the meeting held on **May 18, 2015, June 8, 2015 and July 27, 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
May 18 -	Absent	Absent	Yes	Yes	Yes	Yes	Yes
June 8 -			Yes	Yes	Yes	Yes	Yes
July 27 -			Yes	Yes	Yes	Yes	Yes

- b. RESOLVED, the Board of Education approves the **regular meeting minutes** of the meeting held on **May 18, 2015, June 8, 2015, June 29, 2015 and July 27, 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
May 18 -	Absent	Absent	Yes	No	Yes	Yes	Yes
June 8 -			Yes	No	Yes	Yes	Yes
June 29 -			Yes	No	Abstain	Yes	Yes
Table July 27 -			Yes	Yes	Yes	Yes	Yes

8. Correspondence

- Letter from Diane Lansdell regarding her retirement

9. Superintendent’s Report

N/A

10. Presentation / Reports

Wellness Day Presentation – Claire Keller, Community Outreach Director of the Randolph Pain and Wellness Center talked to the board and the public about Mine Hill Township BOE hosting a Wellness Day in May 2015. The Wellness Day would highlight Mine Hill vendors and community representative regarding wellness and would also ask the Mine Hill Township, Mine Hill PTA and Mine Hill Education Foundation to collaborate with this project.

A motion by Mary Jo Walilko and seconded by Denise Jimenez-Arias to break for 5 minutes. Motion passed on an affirmative voice vote by all members present. (7:53 PM to 7:58 PM)

11. Business Administrator's Report

Ms. Simmons updated the board regarding the Electrical project, Summer cleaning and maintenance activities and a request for the board to strengthen internal controls with an additional stipend for secured deposits to the bank. She is recommending Mr. Oster, who is licensed for this task and currently working for the district.

12. Public Discussion

- N/A

13. FINANCE

Denise Jiménez-Arias, Bridget Mauro, Mary Jo Walilko

- 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 \$556,802.87 and \$17,129 plus \$55,976.99 for the **July 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	\$0.00
Student Activity Fund (Canfield School Account)	\$0.00

- 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.
- 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 that the Board of Education accepts the recommendation of the Business Administrator and approves the renewal of **voluntary student accident insurance** for the period of **September 1, 2015 to August 31, 2016**, through T.L. Groseclose Associates, Inc., at the following annual rates: \$11.00 for School Time Coverage, \$72.00 for 24 hour Coverage and \$12.00 for Accident Dental Coverage.
- e. WHEREAS, the MHEF’s mission to provide supplemental educational services and programs to benefit the children and community of Canfield Avenue School.

WHEREAS, the Board and the Superintendent has indicated that they would provide more effective communication to the community (**Goal 3**);

RESOLVED that the Board of Education formally **requests from the Mine Hill Education Foundation** the following funds to support educational services for the 2015-16 school-years:

- Renaissance Learning Educational software –Diagnostic Reading program for grades 1 through 6 for \$2,237
- IXL Learning – Supplemental math program for \$2,250
- McGraw Hill eSuite – the online component for Everyday Math for \$3,000
- Afterschool Clubs - \$5,000

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
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

14. INSTRUCTION/CURRICULUM

Katie Bartnick, Jill Del Rio, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **2015-2016 school year Out-of-District placement** for:

Student SID	School	School Year Tuition	Dates	Aides or Services
4729288387	Hunterdon Learning Center	*\$43,632	9/3/15-6/14/16	*included

- b. WHEREAS, the Board of Education accepts the recommendation of the Superintendent and approve the following *revised* curriculum to align to the 2014 state standards for the Mine Hill School District:

English Language Arts Curriculum: Grades K-6
 Music Curriculum: Grades K-6
 Pre-K Curriculum
 Technology Curriculum: Grades K-6
 Health Curriculum: Grades K-6
 Physical Education Curriculum: Grades K-6

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
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

15. **OPERATIONS** *Katie Bartnick, Jill Del Rio, Mary Jo Walilko*
 N/A

16. **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

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 approves the recommendation of the Superintendent and accepts the resignation for the purpose of **retirement, of Diane Lansdell, Kindergarten Teacher, and effective March 1, 2016.**
- b. WHEREAS, under the **Family and Medical Leave Act (FMLA)** requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees to care for oneself, the employee's spouse, son, daughter or parent, who has a serious health condition;

NOW THEREFORE BE IT RESOLVED, that the Board of Education approves the recommendation of the Superintendent and accepts the letter for the purpose of **Intermittent Family Leave Care**, from Theresa Steele, sixth grade teacher, effective September 1, 2015.

- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the appointment of **Substitutes** for the 2015-2016 school year as indicated below at the following rates:

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

SUBSTITUTE'S NAME	TEACHER CERT.	SUB CRED.	NURSE	AIDE	CUSTODIAN
Alfieri, Stephanie	X				
Beatty, Linda				X	
Bowers, Rosemary			X		
Brennan, Deborah	X				
Carroll, Diana	X				
Carter, Patricia				X	
Collins, Cindy	X				
Conciatori, Annette		X			
Coyne, Jack				X	X
Cullen, Jodi		X			
Earley, Douglas			X		
Fremeth, Rachel			X		
Gulley, Nancy	X			X	
Isenberg, Daniel		X			
Johnston, Michelle	X			X	
Leary, Charlene		X			
Lomax, Raymond	X				
Meyers, Barbara	X				
Miller, Jeremiah				X	X
Mrasz, Amanda		X		X	
Mury, Kathleen				X	
Nebesnak, Eileen				X	
Oehler, Judith	X				
Oster, Kaitlyn		X		X	
Peres, Anna		X		X	
Platt, Sandra		X		X	
Pyrzynski, Aaron	X			X	X
Ramacciotti, Francesca				X	
Rosenberg, Martin	X				
Scheuerman, Robert		X		X	
Slahor, Linda				X	
Walsh, Barbara	X				

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
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

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

18. BUILDINGS AND GROUNDS

Denise Jiménez-Arias Bridget Mauro, Mary Jo Walilko

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Use of Facilities** for the 2015-16 school year as follows:

Organization	Purpose	Room Needed	Dates
PTA	Various events	EMC, Gym, Hallways, Field	9/1/15 - 6/30/16
Camp Fire Girls	Various events	EMC, Gym, Rm. 117	9/8/16 - 6/15/16
Mine Hill Rec.	Basketball Practices & Games	Gym	11/2/15 - 3/11/16
Mine Hill Township	Mine Hill Day 2015	Parking lot	9/12/15 rain date 9/13/15
Cub Scout Pack 45	Pack Meetings	Gym	9/17/15 - 5/19/16
Cub Scout Pack 45	Blue & Gold Awards	Gym	2/20/16
Cub Scout Pack 45	Pinewood Derby	Gym	3/19/16
Girl Scouts	Halloween Dance	Gym	10/23/15
Girl Scouts	World Thinking Day	Gym	2/19/16
*Girls Scouts	Father & Daughter Dance	Gym	3/25/16
Mine Hill First Aid Squad	King of the Hill Car Show 2016	Parking lot, Gym & copy room for use of sink	5/14/16 rain date 5/15/16

*Need to change the date of the Father & Daughter Dance - 3/25/16 is Good Friday

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
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

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

N/A

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

Discussed in closed session.

21. Old Business

Confirm convention attendance.

22. New Business

Mine Hill Day, September 12, 2015 was discussed and it was decided that the Board will have a table at the event. Rain date is September 13, 2015.

23. Public Discussion

Mr. Bret Coronado – Asked who would the monies from the Wellness Fair be handled. Mr. Nittel explained the process. He also asked why the hiring of the teacher and Mr. Nittel noted that it was due to a retirement.

24. Executive Session

On the motion of Mary Jo Walilko seconded by Denise Arias-Jiménez at 8:41 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 as it relates to a decision in a pending Special Education residency case. 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 of Mary Jo Walilko seconded by Jill Del Rio at 8:52 p.m. the Board returns to the regular session meeting.

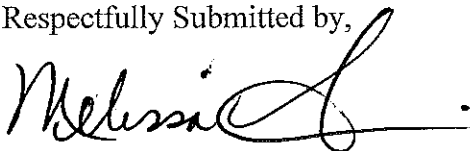
Roll Call Vote	Katie Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
5-0	Absent	Absent	Yes	Yes	Yes	Yes	Yes

26. Adjournment

On the motion of Mary Jo Walilko seconded by Bridget Mauro the Board adjourns the meeting at 8:52 p.m.

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

Respectfully Submitted by,



Melissa Simmons
Business Administrator/Board Secretary