

**MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
November 23, 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	Yes	Denise Jiménez-Arias	Yes
Peter Bruseo	Yes	Bridget Mauro	Yes
Jill Del Rio	Absent	Mary Jo Walilko	Absent
Joseph Heredia	Yes		

5. Executive Session

On the motion of Bridget Mauro seconded by Denise Jiménez-Arias at 6:40 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.

6. Return to Regular Session

On the motion of Bridget Mauro seconded by Denise Jiménez-Arias at 6:46 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	Yes	Yes	Absent	Yes	Yes	Yes	Absent

7. Approval of Minutes

- a. RESOLVED, that the Board of Education approves the **closed session minutes** of the meeting held on **September 28, 2015**
- b. RESOLVED, that the Board of Education approves the **closed session minutes** of the meeting held on **October 26, 2015**.

Motion of: Bridget Mauro Seconded by: Denise Jiménez-Arias

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

- c. RESOLVED, that the Board of Education approves the **regular meeting minutes** of the meeting held on **October 26, 2015**.

Motion of: Bridget Mauro Seconded by: Denise Jiménez-Arias

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

- d. RESOLVED, that the Board of Education approves the **special meeting minutes** of the meeting held on **November 13, 2015**.

Motion of: Bridget Mauro Seconded by: Denise Jiménez-Arias

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

8. Correspondence

- Letter of Resignation from Mary Jo Walilko, Board President

A Motion of Joseph Heredia seconded by Bridget Mauro to accept her resignation effective immediately. Voice vote of all yes.

9. Presentation / Reports

- Debra Hanley & Jeff Oster presents to Ms. Simmons snake plants for every classroom for the Green Initiative of the Canfield Avenue School. The donation is in the amount of \$450 worth of snake plants.

10. Superintendent’s Report

- Mr. Nittel reported on the following areas:
- Transgender Article – Encouraged the board to be proactive and not reactive.
- Beginning the process of the Superintendent’s evaluation.
- Ed Camp that took place at Randolph School District.
- 29 6th graders were on the Honor Roll
- Early Literacy will be a professional development focus.
- There is a student green team that is creating contracts for classes to be green.
- Mr. Nittel will be participating in the school jazz band.
- Peer leaders will be promoting the “buddy bench”.
- PARCC scores are available. Mr. Nittel provided an overview of the scores for Mine Hill in relation to the nation and the state.

11. Business Administrator’s Report

Thanked Ms. Debra Hanley and Mr. Oster for their efforts on the Green Team.

12. Public Discussion

- Ms. Nancy Gully – She noted that the play at Dover HS that included Mine Hill students was great! She also mentioned that a Mine Hill alumni sang the National Anthem at the Mine Hill Veteran’s Monument dedication.
- Bret Coronado – Asked who the board liaison to the town council was and will they be attending town council meetings. Mr. Nittel noted that he and Mr. Zygmunt will be doing a presentation to the town council at their December 3, 2015 meeting.

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 \$588,570.90 plus \$320,610.00 plus \$21,400 for additional operating check for Morris Hills for the **October** 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	\$15,012.10
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 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 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. RESOLVED, that the Board of Education accepts the recommendation of the Business Administrator and approves **the revised annual tuition rates for 2015-16 school year** as follows:

PROGRAM	TUITION
Preschool	\$14,463
Kindergarten*	\$14,463*
Grades 1-5*	\$14,134 *
Grade 6*	\$14,580 *
MD Program	\$28,041

*Due to participation in the Inter-district Public School Choice program, the district cannot accept any regular education tuition students in grades Kindergarten through Grade 6.

- e. RESOLVED, that the Board of Education accepts the donation of \$450 of snake plants that will improve the flow of oxygen in classrooms from Mr. Jeffrey Oster.

Motion of: Bridget Mauro Seconded by: Denise Jiménez-Arias

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

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 placement of **Kayla Hamilton, to conduct classroom observation**, with Theresa Steele, grade 6 teacher, as part of her internship through McDaniel College.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves **Carmitta Mongrella as part of the 2015 summer curriculum writers**, at the rate of \$32.01 per hour, not to exceed ten (10) hours per writer.
- c. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the acceptance of **student 9348094688, from Wharton Borough Public School District**, into the Mine Hill Township Preschool Program, from December 2015 through June 2016, at a cost of \$5,061.70 for tuition and recommends authorizing the Business Administrator to execute the associated tuition contract.

Motion of: Bridget Mauro Seconded by: Joseph Heredia

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

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

- a. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **Travel, Conference and Workshops** listed below:

Date(s)	Employee	Conference/Workshop Location	Registration	Travel	Estimate Total Expense
12-3-15	Lauren Snarski	Why People Die by Suicide Piscataway	\$65.00	\$10.01	\$75.01
1-13 & 1-14-16	Kay Kim	NJECC Annual Conference Montclair	\$220.00	\$36.23	\$256.23

Motion of: Bridget Mauro Seconded by: Denise Jiménez-Arias

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

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 accepts the recommendation of the Superintendent and approves the **resignation of Dr. Mark Quadrel, MD, School Physician**, effective January 1, 2016.

- b. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **resignation of Carmitta Mongrella, Spanish Teacher**, effective December 29, 2015.
- c. RESOLVED, that the Board of Education and accepts the recommendation of the Superintendent and approves the **resignation of Melissa Simmons, Business Administrator/Board Secretary**, effective January 16, 2016.
- d. RESOLVED, that the Board of Education accepts the recommendation of the Superintendent and approves the **appointment of Diana Carroll**, long term substitute teacher, BA Step 1, \$52,150.00, pro-rated, effective December 1, 2015.

Motion of: Bridget Mauro Seconded by: Joseph Heredia

Roll Call Vote	Katie Bartnick	Peter Bruseo	Jill Del Rio	Joseph Heredia	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko
5-0 a,b,c	Yes	Yes	Absent	Yes	Yes	Yes	Absent
d.	No	No	Absent	Yes	No	No	Absent

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

- a. RESOLVED, that the Board of Education **rescind the approval of Policy 5756 Transgender Students**.

Motion of: Bridget Mauro Seconded by: Katie Bartnick

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

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

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

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

21. Old Business

N/A

22. New Business

- Suggested date for the board reorganization meeting is January 5, 2016 at 7:00 p.m.
- Due to the resignation of Ms. Walilko, the board will allow Ms. Mauro to be the signature for all matters.

Motion by Joseph Heredia Seconded by Denise Jimenez-Arias to vote Bridget Mauro to sign for all matters that require the Board President's signature.

Voice vote. All yes.

23. Public Discussion

- Janice Bochicchio asked if there was a posting for the position that was being considered for Diana Carroll.

24. Executive Session

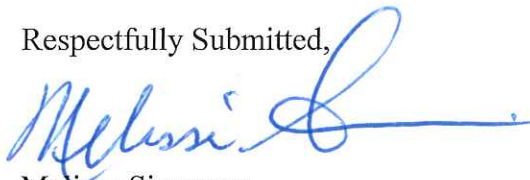
N/A

25. Adjournment

On the motion of Bridget Mauro seconded by Katie Bartnick, the Board adjourns the meeting at 8:51 p.m.

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

Respectfully Submitted,



Melissa Simmons

Business Administrator/Board Secretary

