

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REORGANIZATION AND REGULAR MEETING
April 26, 2010

1. Opening Statement

The Annual Reorganization and Regular Meeting of the Mine Hill Township Board of Education will be called to order at 7:30 PM on April 26, 2010, by Board Secretary, Ms. Katine Slunt. Adequate notice of the date and time for this meeting was advertised in the Daily Record on April 28, 2009, in compliance with the Open Public Meetings Act.

2. Pledge of Allegiance

ANNUAL REORGANIZATION MEETING OF THE MINE HILL
TOWNSHIP BOARD OF EDUCATION

3. Election Results- April 20, 2010

For seats on the Board of Education:

Candidate for Three 3-year Terms	Votes
Caryn Battaglia	370
Jill Del Rio	340
Write-In Candidates:	Votes

On the \$5,722,545 General Fund tax levy for 2010-2011

Yes	274
No	281

4. School Business Administrator/Board Secretary, Mrs. Katine Slunt, will administer the Oath of Office to the newly elected Board members.

5. Roll Call

Caryn Battaglia <input type="checkbox"/>	Steve Hoh <input type="checkbox"/>	Mary Jo Walilko <input type="checkbox"/>
Jill Del Rio <input type="checkbox"/>	Bridget Mauro <input type="checkbox"/>	
Patricia Hernandez <input type="checkbox"/>	Anthony Novelli <input type="checkbox"/>	

6. Election of President

The Board Secretary declares nominations are in order for the position of President.

Nomination: _____ is nominated by _____, seconded by _____.

_____ is nominated by _____, seconded by _____.

Vote for President	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko
Name:							
Name:							

Election Results:

_____ is elected President of the Mine Hill Township Board of Education.

7. Board President Takes Chair

8. Election of Vice President

The President declares nominations are in order for the position of Vice President.

Nomination: _____ is nominated by _____, seconded by _____.

_____ is nominated by _____, seconded by _____.

Vote For Vice President	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko
Name:							
Name:							

Election Results:

_____ is elected Vice President of the Mine Hill Township Board of Education.

9. Correspondence

10. Superintendent's Report

11. Board Discussion/Reports

- Census as of April 15, 2010
- Discipline Report for March

12. Business Administrator's Report

13. Public Discussion

14. Reorganization Action Items

- a. Consider approving the official designation of an abstention as a non-vote.
- b. Consider approving the following committee and administrative appointments:

Assignment	Members Assigned
Finance	
Buildings and Grounds	
Curriculum and Student Activities	
Community and Public Relations	
Personnel and Negotiations	
Operations	
Delegates to NJSBA and Morris County School Boards Association (2)	
Mine Hill Educational Foundation Liaison	

- c. Consider approving the following appointments by the Board of Education, which are in effect until the next reorganization meeting or until changed by resolution and carry the compensation indicated:

Position	Appointment
Treasurer	Paula Hatch
Board Secretary	Katine Slunt
Assistant Board Secretary	Ernest Palestis
Auditor	Vincent Montanino VM Associates
Medical Inspector/School Physician	Dr. Mark Quadrel Internal Medicine Associates
Bond Counsel	Lisa Gorab Wilenz, Goldman and Spitzer
Architect	SSP Architectural Group
School Attendance Officer	Jeffrey Oster
Affirmative Action Officer	Gregory Hobough
Public Agency Compliance Officer	Katine Slunt
Custodian of Public Records	Katine Slunt
Safety Compliance Officer	Katine Slunt
504 Coordinator	Gregory Hobough
Psychological Examiner	
Integrated Pest Management Coordinator	Katine Slunt
Homeless Liaison	Gina Naclerio

DYFS Liaison	Gina Naclerio
Agent of Record-Health Benefits	NJ School Employees Health Benefits Plan
Agent of Record-Worker's Compensation	Morris Essex Insurance Pool
Agent of Record-Insurance <ul style="list-style-type: none"> • Legal Liability • Commercial Property Liability • Umbrella 	Brown and Brown of NJ, Inc. (NJ School Boards Insurance Group)
Agent of Record-Legal Bond	Brown and Brown of NJ, Inc. (Selective Insurance)
Agent of Record-Voluntary Student Insurance	T.L. Groseclose Associates, Inc.
Agent of Record-Dental Insurance	Horizon Healthcare Dental Services
Disability Insurance	Prudential Financial
Tax Sheltered Annuity	Lincoln Financial Group
Tax Sheltered Annuity	AXA Equitable
Tax Sheltered Annuity	AIG Valic

- d. Consider approving the appointment of the Daily Record as the Board's legal newspaper for the 2010-2011 school year.
- e. Consider approving the authorization of the Business Administrator to advertise for bids as needed during the 2010-2011 school year as required by the Public School Contracts Law.
- f. Consider approving the election of _____ as a member of the Dover Board of Education.
- g. Consider approving the appointment of _____ as the Board Representative and _____ as the Alternate Representative to the Educational Services Commission of Morris County.
- h. Consider approving the adoption of the New Jersey School Board Member 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 confine 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 responsibility, 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 aspirations 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.

And be it

FURTHER RESOLVED, the Board of Education adopts the requirement that all members of the Board of Education acknowledge in writing that they have received and read the Code of Ethics.

- i. Consider adopting the following schedule of Conference/Action meetings on the second Monday and Regular meetings on the fourth Monday of each month, with exceptions for school holidays. Meetings are held in the Educational Media Center of the Canfield Avenue School and begin at 7:30 pm. Any changes from this schedule will be advertised.

Month	Conference/Action Meeting	Regular Meeting
MAY	Monday, May 10	Monday, May 24
JUNE	Tuesday, June 14	Monday, June 28
JULY	Monday, July 12	
AUGUST	Monday, August 9	
SEPTEMBER	Monday, September 13	Monday, September 27
OCTOBER	Monday, October 4	Monday, October 18
NOVEMBER	Monday, November 8	Monday, November 22

DECEMBER	Thursday, December 16	Joint meeting in Wharton
JANUARY	Monday, January 10	Monday, January 24
FEBRUARY	Monday, February 14	Monday, February 28
MARCH	Monday, March 14	Monday, March 28
APRIL	Monday, April 11	Monday, April 25 (Re-org)

- j. Consider approving the establishment of the Mine Hill Township School District Petty Cash in the amount of \$ 200.00 with the approved signatures of the Superintendent or Business Administrator.
- k. Consider the approval of the adoption of all existing policies, bylaws and administrative regulations in effect this date for the 2010-2011 school year.
- l. Consider the approval of the re-establishment of the minimum requirement for full-time status employment to be 35 hours or more per week, in compliance with N.J.A.C. 17:9.
- m. Consider the approval of the adoption of the following curricula and co-curricular programs for the 2010-2011 school year:

Academic	Support	Extracurricular
Language Arts Literacy (includes reading, language arts, spelling, penmanship and study skills)	Basic Skills Improvement	Accelerated Reader
Mathematics (includes Pre-Algebra)	Child Study Team Services	Band
Science	D.A.R.E.	Jump Ahead
Social Studies (includes NJ studies)	Enrichment	Student Council
Art	School Counseling	Yearbook
Health	Resource Center	6 th Grade Advisor
Instrumental Music	Speech	
Library/Media		
Multiage Kindergarten		
Physical Education		
Spanish Language and Culture		
Technology		
Vocal Music/Chorus		
Non Violent Crisis Intervention (Crisis Preventative Institute Program)		

- n. Consider approving the adoption of all textbooks as outlined in the attached document. (Attachment 1)
- o. Consider approving the adoption of the following resolution:

RESOLVED, the Mine Hill Board of Education recognizes the Mine Hill Teachers Association as the official bargaining unit for the positions specified in each of the organization's recognition clause.
- p. Consider approving the adoption of the following resolution:

WHEREAS, the Board of Education acknowledges the requirement for the Business Administrator/Board Secretary to prepare monthly Board Secretary's Reports and its accompanying statute N.J.A.C. 6-20-2.13(d) certifying that no budgetary line item account has been over-expended, now, therefore be it

RESOLVED, the Business Administrator be authorized to make transfers among budgetary line item accounts to be reported to the Board of Education at its next regular meeting.

q. Consider approving the following resolution:

WHEREAS, certain utility and telephone service accounts often become delinquent, and early childhood preschool centers experience financial hardship as a result of payments made at the end of the month following Business Meeting; be it

RESOLVED, the Board of Education authorizes the School Business Administrator/Board Secretary to make advance payments on a monthly basis for designated vendors, including electric and gas utility companies, telephone service providers and out-of-district special education schools; and be it

FURTHER RESLOVED, that such payments shall be approved by the Board of Education and its subsequent Business Meeting; and be it

FURTHER RESOLVED, the Business Administrator be authorized, in the event of a meeting postponement and following consultation with the Finance Committee and the Superintendent, to release payments for those billings determined to be most appropriate and emergent.

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

REGULAR MEETING OF THE MINE HILL TOWNSHIP BOARD OF EDUCATION

15. Consider accepting the **Closed Session minutes** of the Conference/Action meeting held on April 12, 2010.

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

16. Consider accepting the **minutes of the Conference/Action** meeting held on April 12, 2010.

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

17. FINANCE

- a. Consider approving the **payment of bills** as per the attached bill list in the amount of \$ 432,175.94. (Attachment 2)
- b. Consider approving the **Board Secretary and Treasurer Reports** for January 31, 2010. (The reports will be provided at the meeting)

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), now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications subject to reconciliation of the secretary’s report with the treasurer’s report when received, and orders that it be attached to and made part of the record of this meeting, and 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 treasurer’s 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.

- c. Consider approving the requested **budget transfers** as per the attached list for January, 2010. (The Reports will be provided at the Meeting.)

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

18. CURRICULUM AND STUDENT ACTIVITIES

- a. Consider approving the **request for services** for the following student(s): (Attachment 3)

Student ID	Service	Provider	Date(s)	Cost
4108640816	Neurological Evaluation	Dr. Haran	TBD	\$450

- b. Consider approving the **out of district placement** of the following student(s): (Attachment 4)

Student ID	Placement	Date(s)	Cost
1365963628	Daytop Preparatory School	Remainder of the 2009-2010 school year (47 days)	\$229.00 per day for a total cost of \$10,763.00

Note: This is a Dover placement.

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

19. OPERATIONS

- a. Consider approving the **Draft of the 2010-2011 School Calendar** which is attached to and made part of this resolution by reference. (Attachment 5)
- b. Consider approving the **“Early Childhood Special Education Outcome Study Contract with Local Education Agencies”** which is attached to and made part of this resolution by reference. (Attachment 6)

- c. Consider approving the Child Study Team’s “**Procedure for a Specific Learning Disability Eligibility**” which is attached to and made part of this resolution by reference. (Attachment 7)
- d. Consider approving the **use of facilities** for the following:

Organization	Facility Requested	Date(s)	Purpose
Mine Hill PTA	Gym	June 7, 2010	Morris County PTA meeting

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

20. PERSONNEL

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, 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. Upon the recommendation of the Superintendent, consider approving the following resolution:

RESOLVED, that the Board **withholds for good cause the employment increment and the adjustment increment** of the Employee identified in Closed Session for the 2010-2011 school year for the reasons provided by the Superintendent of Schools and on record with the Board members and in the office of the Superintendent, and directs the Superintendent to provide the affected staff member with written notice of this action and the reasons therefore within 10 days.

- b. Upon the recommendation of the Superintendent, consider approving the following appointment of **new Substitute Teachers** for the 2009-2010 school year:

Viviana Onari	\$75 per day, \$85 after 10 days
Heather Doering	\$75 per day, \$85 after 10 days

- c. Upon the recommendation of the Superintendent, consider approving the **workshop travel request for Gina Naclerio** on May 19, 2010, to attend, at no cost, the Conference with the Morris County Education Partnership Committee. (Attachment 8)
- d. Upon the recommendation of the Superintendent, consider approving the **non tenured teaching staff listed in Attachment 9 for non renewal** for the 2010-2011 school year due to a reduction in force caused by budgetary constraints.
- e. Upon the recommendation of the Superintendent, consider approving the **tenured teaching staff listed in Attachment 9 for non renewal** for the 2010-2011 school year due to a reduction in force caused by budgetary constraints.
- f. Upon the recommendation of the Superintendent, consider approving the **non tenured and other staff listed in Attachment 9 for non renewal** for the 2010-2011 school year due to a reduction in force caused by budgetary constraints.

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko

- 21. COMMUNITY AND PUBLIC RELATIONS
- 22. BUILDINGS AND GROUNDS
- 23. Dover Report
- 24. MHEF Report
- 25. Old Business

26. New Business

27. CLOSED SESSION

On the motion of _____ seconded by _____ at _____ PM, 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 4 and 8. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

28. RETURN TO REGULAR SESSION

On the motion of _____ seconded by _____ at _____ PM, the Board returns to the regular session meeting.

29. Public Discussion

30. ADJOURNMENT

On the motion of _____ seconded by _____, the Board adjourns the meeting at _____ PM.

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Bridget Mauro	Anthony Novelli	Mary Jo Walilko