

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

Opening Statement

The Annual Reorganization and Regular Meeting of the Mine Hill Township Board of Education were 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.

Katine Slunt led the Pledge of Allegiance.

ANNUAL REORGANIZATION MEETING OF THE MINE HILL
TOWNSHIP BOARD OF EDUCATION

Business Administrator, Katine Slunt, reported the results of the annual school election held on April 20, 2010 as follows:

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

School Business Administrator/Board Secretary, Mrs. Katine Slunt, administered the Oath of Office to the newly elected Board members. The new Board members, Caryn Battaglia and Jill Del Rio, took their seats on the Board.

Present:

Caryn Battaglia, Jill Del Rio, Patricia Hernandez, Steve Hoh, Bridget Mauro and Mary Jo Walilko.

Absent:

Anthony Novelli

Others Present:

Julia Coyne, Nancy Gulley, David Jimenez, Katine Slunt and Ernest Palestis

The Board is aware of Anthony Novelli’s absences.

Election of President

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

Mary Jo Walilko was nominated by Caryn Battaglia and seconded by Steve Hoh.

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

Mary Jo Walilko was elected President of the Mine Hill Township Board of Education.

Board President, Mary Jo Walilko took the President’s chair.

Election of Vice President

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

Steve Hoh was nominated by Caryn Battaglia and seconded by Bridget Mauro.

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

Steve Hoh was elected Vice President of the Mine Hill Township Board of Education.

Mary Jo Walilko read the following correspondence:

- Letter from Assemblyman Bucco to Governor Christie regarding the sink hole
- Letter to Dr. Palestis from Governor Christie
- Invitation to Assemblyman Bucco’s Open House on May 2, 2010

Superintendent’s Report

- Dr. Palestis welcomed everyone to the meeting. He congratulated the new Board members and expressed his thanks to the entire Board for their dedication and hard work.

- Dr. Palestis indicated that there will be a meeting with the Town Council to discuss the Mine Hill Township School Budget on Wednesday, April 28 at 7:00 in the town hall. He stated that the Council had been given all pertinent documents. The public is encouraged to attend.
- Dr. Palestis once again thanked Assemblyman Bucco for his continued support. The recommendations that were requested as part of the task force that Mrs. Walilko was invited to join will be sent to him this week.
- Dr. Palestis expressed interest in having the staff present to the Board demonstrations of the new technology implemented this year (i.e. FM System, Achieve 3000, the new Special Education technology and the Canfield Avenue School web page updates.) Dr. Palestis will follow up with the staff.

Board Discussion/Reports

- The Census as of April 15, 2010 and the March Discipline Report were presented and no questions were asked.

Business Administrator's Report

- Katine Slunt presented the Business Administrator and Treasurers Report for the month of January.
- Mrs. Slunt indicated the RFP's will be sent out shortly for Food Services and Banking Services.

Public Discussion

- Nancy Gulley reminded the Board of the PTA General Meeting taking place on Tuesday, April 27, 2010. She also reminded the Board about the Book Fair taking place this week.

CLOSED SESSION

On the motion of Mary Jo Walilko and seconded by Steve Hoh at 7:49 PM, the Board approved 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.

RETURN TO REGULAR SESSION

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia at 8:10 PM, the Board returned to the regular session meeting.

Reorganization Action Items

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the official designation of an abstention as a non-vote.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following committee and administrative appointments:

Assignment	Members Assigned
Finance	Steve Hoh (Chair) and Patricia Hernandez
Buildings and Grounds	Bridget Mauro (Chair) and Caryn Battaglia
Curriculum and Student Activities	Anthony Novelli (Chair) and Jill Del Rio
Community and Public Relations	Caryn Battaglia (Chair) and Bridget Mauro
Personnel and Negotiations	Patricia Hernandez (Chair) and Steve Hoh
Operations	Jill Del Rio (Chair) and Mary Jo Walilko
Delegates to NJSBA and Morris County School Boards Association (2)	Steve Hoh and Bridget Mauro

Mine Hill Educational Foundation Liaison	Jill Del Rio
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Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following appointments by the Board of Education, which are in effect until the next reorganization meeting or until changed by resolution:

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

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the appointment of the Daily Record as the Board's legal newspaper for the 2010-2011 school year.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the election of Bridget Mauro as a member of the Dover Board of Education.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the appointment of Caryn Battaglia as the Board Representative and Patricia Hernandez as the Alternate Representative to the Educational Services Commission of Morris County.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board adopted 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 29
DECEMBER	Thursday, December 16	Joint meeting in Wharton
JANUARY	Monday, January 10	Monday, January 24
FEBRUARY	Tuesday, February 15	Monday, February 28
MARCH	Monday, March 14	Monday, March 28
APRIL	Monday, April 11	Monday, April 25 (Re-org)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the adoption of all existing policies, bylaws and administrative regulations in effect this date for the 2010-2011 school year.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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)		

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the adoption of all textbooks as outlined in the attached document. (Attachment 1)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Roll Call Vote

Jill Del Rio Abstained-All Others Present Voting Yes-Motion Carried

REGULAR MEETING OF THE MINE HILL TOWNSHIP BOARD OF EDUCATION

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board accepted the **Closed Session minutes** of the Conference/Action meeting held on April 12, 2010.

Roll Call Vote

Caryn Battaglia and Jill Del Rio Abstained
All Others Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Bridget Mauro, the Board accepted the **minutes of the Conference/Action** meeting held on April 12, 2010.

Roll Call Vote

Caryn Battaglia and Jill Del Rio Abstained
All Others Present Voting Yes-Motion Carried

FINANCE

Steve Hoh and Patricia Hernandez

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **payment of bills** as per the attached bill list in the amount of \$432,175.94. (Attachment 2)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Board Secretary and Treasurer Reports** for January 31, 2010.

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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the requested **budget transfers** as per the attached list for January, 2010.

Roll Call Vote-All Present Voting Yes-Motion Carried

CURRICULUM AND STUDENT ACTIVITIES Anthony Novelli and Jill Del Rio

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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.

Roll Call Vote-All Present Voting Yes-Motion Carried

OPERATIONS

Jill Del Rio and Mary Jo Walilko

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Draft of the 2010-2011 School Calendar** which is attached to and made part of this resolution by reference. (Attachment 5)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved 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)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **use of facilities** for the following:

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

Roll Call Vote-All Present Voting Yes-Motion Carried

PERSONNEL

Patricia Hernandez and Steve Hoh

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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved 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.

Roll Call Vote-All Present Voting Yes-Motion Carried

COMMUNITY AND PUBLIC RELATIONS Caryn Battaglia and Anthony Novelli

- Caryn Battaglia thanked Mary Jo Walilko and Dr. Palestis for attending the Senior meeting on her behalf.

BUILDINGS AND GROUNDS Bridget Mauro and Caryn Battaglia

- None

Dover Report Bridget Mauro

- Mary Jo Walilko reported that the Learning Community for grade 10 students at the Dover High School will no longer be offered. Grade 10 Honors classes are still available.
- Mary Jo Walilko indicated that she asked Mr. Becker to “cc” her with any correspondence sent from the Dover School District to the Mine Hill Township School District.

MHEF Report Jill Del Rio

- None

Old Business

- None

New Business

- Mary Jo Walilko will be attending Assemblyman Anthony Bucco’s Open House on May 2, 2010 and encouraged other Board members to do the same.

Public Discussion

- None

ADJOURNMENT

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia, the Board adjourned the meeting at 8:15PM.

Roll Call Vote-All Present Voting Yes-Motion Carried