

MINE HILL TOWNSHIP BOARD OF EDUCATION
MINUTES
REGULAR MEETING
May 24, 2010

Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education was called to order at 7:33 PM on May 24, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on May 5, 2010, in compliance with the Open Public Meetings Act.

Mary Jo Walilko led the Pledge of Allegiance.

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, Lansing Holman, Michele Johnston, Sam Morris, Jill Ramacciotti and Ernest Palestis

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board accepted the **resignation of Anthony Novelli**, Board member, effective May 12, 2010. (Attachment 1)

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board accepted the **Closed Session minutes** of the Conference/Action meeting held on May 10, 2010.

Roll Call Vote-All Present Voting Yes-Motion Carried

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, the Board accepted the **minutes** of the Conference/Action meeting held on May 10, 2010. (Attachment 2)

Roll Call Vote-All Present Voting Yes-Motion Carried

Correspondence

- Mary Jo Walilko read a letter from Assemblyman Bucco regarding the Choice Program. She thanked him publicly for his continued support of the community and school district of Mine Hill.

Superintendent's Report

- Dr. Palestis welcomed everyone to the meeting. He also thanked Assemblyman Bucco for his continuous support. Dr. Palestis recommended honoring Assemblyman Bucco in some fashion at an upcoming Board of Education meeting.
- Dr. Palestis indicated that the increase in Choice students that was granted by the state could potentially generate revenue for the district upwards of one million dollars. He suggested sending a press release and possibly conducting an Open House for potential Choice students.
- Dr. Palestis informed the Board that at the faculty meeting he presented his school wide Classroom Management Plan. He hopes to begin implementation shortly. He also indicated that the staff will receive additional training in the area of differentiated instruction.
- Dr. Palestis handed the floor over to the staff for their Technology Presentation.

Presentations

Jill Ramacciotti demonstrated the following technologies:

- FM Loop System
- The newly updated Accelerated Reader (AR) system
- Achieve 3000
- Smart Board demonstration with interactive "clickers"

Lansing Holman demonstrated the following technologies:

- Co-Writer
- Read Out Loud
- Write Out Loud
- Pulse Smart Pen

Greg Hobough demonstrated the following technologies:

- The new features of the Canfield Avenue School's web page
- The Dell Net Books Mobile Lab

Board Discussion/Reports

- The Census as of May 15, 2010 was presented and no questions were asked.

Business Administrator's Report

- Katine Slunt indicated that the \$129,000 gap left by the loss in aid needed to be resolved.

- Requests for Proposals (RFPs) went out for banking services and pending Board approval, Valley National will be awarded the contract. Katine Slunt informed the Board that the staff will be receiving live checks for the month of June due to the change over in banking services. RFPs for Food Services and Transportation have gone out and contracts will be awarded on June 7, 2010.
- Mrs. Slunt informed the Board that Asbury Park will be the comprehensive software provider for the Business office. This will generate a savings of \$5,000.
- Katine Slunt indicated that there will be “housecleaning” taking place during the summer months and hopes to have the office adjacent to the Business Administrator’s as an archive storage room.
- Mary Jo Walilko reminded the Board that the Board of Education desk in the Business Administrator’s office should be utilized by Board members.

Public Discussion

- Nancy Gulley presented a program from the Dover Middle School play “Murder at the Goon Show” with the names of former Canfield Avenue School students highlighted. She also presented the program for the Dover Middle School National Junior Honor Society with the names of former Canfield Avenue School students highlighted. Mrs. Gulley reminded everyone that the Mine Hill Township PTA’s meeting will be held on Wednesday, May 26, 2010. They will be awarding scholarships and the Math and Spelling Bee awards. She encouraged everyone to attend.

FINANCE

Steve Hoh, 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 \$ 1,110,616.73. (Attachment 5)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **Board Secretary and Treasurer Reports for February 2010, March 2010 and April 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 **fee for space and related spaces** at \$3,278 per month for the **PRIDE PSD program** at the Canfield Avenue School with the Wharton Board of Education, pending approval of the Wharton Board of Education, for the 2010-2011 school year. (Note: this is the second year of the two year contract.)

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

WHEREAS, the current depository, Chase Bank, terminated its relationship with the Mine Hill Township Board of Education effective June 16, 2010, and

WHEREAS, the Mine Hill Township Board of Education sought Requests for Proposals for banking services, effective immediately, and

WHEREAS, two banking institutions responded to the Board's request,

THEREFORE be it resolved that the Mine Hill Township Board of Education awards **Valley National Bank its banking services** effective immediately, and be it,

FURTHER RESOLVED, that the Mine Hill Township Board of Education authorizes Katine Slunt, Board Secretary to proceed with Valley National to establish the following accounts:

Valley National Bank	#	Signatories
General Operating Account	3	Mary Jo Walilko, (Board President), Katine Slunt <u>and</u> Paula Hatch
Deduction Payroll Account	1	Paula Hatch
Net Payroll Account	3	Mary Jo Walilko, (Board President), Katine Slunt <u>and</u> Paula Hatch
Special Milk Account	1	Paula Hatch <u>or</u> Ernest Palestis
SUI Premium Savings Account	1	Paula Hatch <u>or</u> Ernest Palestis

Valley National Bank	#	Signatories
Elementary Account	2	Katine Slunt <u>and</u> Gregory Hobaugh
EMC Account	2	Katine Slunt <u>and</u> Gregory Hobaugh

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

Be it RESOLVED that the Mine Hill Township Board of Education approves **Asbury Park as the software provider for the 2010-2011 payroll service, general accounting services, purchasing requisition services.**

Roll Call Vote-All Present Voting Yes-Motion Carried

CURRICULUM AND STUDENT ACTIVITIES Jill Del Rio

- None

OPERATIONS Jill Del Rio, Mary Jo Walilko

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **2010-2011 school year calendar for Mine Hill Township Board of Education twelve (12) month employees.**
(Attachment 7)

Roll Call Vote-All Present Voting Yes-Motion Carried

PERSONNEL Patricia Hernandez, 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 **salary adjustment for Noreen Vetter**, school nurse, from \$46,523 to \$46,783, an extra credit increase of \$260.00, effective June 15, 2010, prorated.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved **Lisa Ayers as a substitute aide**, as needed, at the rate of \$10 per hour, effective May 25, 2010.

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; effective upon receipt of pertinent documents:

Diana Tumidajski	\$75 per day, \$85 after 10 days
Kristen Briggs	\$75 per day, \$85 after 10 days
Erin Del Re	\$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 following resolution:

WHEREAS, the employee identified in Closed Session has exhausted the entirety of the employee’s personal and illness days for the 2009-2010 school year;

THEREFORE, be it resolved that beginning May 11, 2010, the employee will be docked for all absences which occur for the remainder of the 2009-2010 school year.

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, upon the recommendation of the Superintendent, the Board **TABLED ratifying the attached Sidebar Agreement** between the Mine Hill Township Board of Education and the Mine Hill Township Teachers Association, for the term of July 1, 2008 through June 20, 2011. (Attachment 8)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved the **placement of Raritan Valley Community College student Cynthia Collins** to observe Lindsay Amato’s first grade class on May 14, 2010. (Attachment 9)

Motion by Mary Jo Walilko and seconded by Patricia Hernandez, upon the recommendation of the Superintendent, the Board **TABLED approving the non-teaching staff salaries for the 2010-2011 school year**, which is attached and made part of this resolution by reference. (Attachment 10)

Roll Call Vote-All Present Voting Yes-Motion Carried

COMMUNITY AND PUBLIC RELATIONS Caryn Battaglia

- Mary Jo Walilko suggested submitting an article to the Neighbor News regarding our new technology and the Choice program.

BUILDINGS AND GROUNDS Bridget Mauro, Caryn Battaglia

- Bridget Mauro indicated that there will be various painting projects taking place during the summer. Replacing the flooring in the Main Office is also under consideration.
- Mrs. Mauro indicated that the town will be addressing the grates in the parking lot. The town will also cut the grass every week for the remainder of the school year.
- The new shed and required pad need to be addressed.
- Blinds for the classrooms in the Grade One wing have been ordered and the panels on the gym windows will be addressed.
- The sink hole on the playground will be dealt with after the school year ends. Ernest Palestis will follow up with Thor Engineers.

Dover Report Bridget Mauro

- Bridget Mauro reported that Fred Vanderhoof, Dover Board of Education Business Administrator, will be retiring.
- The Dover school district is looking into replacing their Language Arts series. It was suggested that the Mine Hill Township Board of Education reach out to the Dover Board of Education to find out what products they are reviewing as Mine Hill is also looking to replace its Language Arts series.
- Katine Slunt inquired about the Tuition Recap sheets that are due to the Business Office. Bridget Mauro will follow up.
- The Board inquired about the results of the request for the progress of Mine Hill resident students attending Dover Middle School and Dover High School. As of this time, no report has been received. Bridget Mauro will follow up.

MHEF Report Jill Del Rio

- None

Old Business

- Bridget Mauro attended the NJSBA Delegate Assembly
- Steve Hoh attended the Morris County School Board meeting. He is now a certified Board of Education member. He is also on the Board of Directors for the Morris County School Board.
- A new phone system, cell phone and radio plan are being investigated.
- The Board of Education is looking into ways to eliminate the recycling bill.
- The Board suggested implementing some sort of tracking sheet for follow up of outstanding issues.
- The Board requested looking into additional staffing at the K4-K5 entrance parking lot area. Concerns were expressed about student safety at the beginning and end of the school day. Ernest Palestis will follow up.
- The issue with the mini van and the school bus impeding the flow of the drop off line remains. Ernest Palestis will follow up.

New Business

- Mary Jo Walilko received an invitation from Schwartz Simon Edelstein Celso and Zitomer, LLC to attend the Effective Board Leadership seminar. She invited other board members to attend.
- It was suggested that the Board President's email address be listed on the Canfield Avenue School's website. Additionally it was suggested that a magnet with pertinent information about the school be made. Ernest Palestis will follow up.
- Mary Jo Walilko reminded the Board that the next Board of Education meeting is to be held on June 7, 2010 at 6:00 pm.
- Katine Slunt will follow up with Valley National Bank regarding their banking for children program.

CLOSED SESSION

On the motion of Mary Jo Walilko and seconded by Patricia Hernandez at 9:35 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 category 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 10:22 PM, the Board returned to the regular session meeting.

Public Discussion

- Nancy Gulley supported the Dover High School changes to the Learning Community.

ADJOURNMENT

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia, the Board adjourned the meeting at 10:24 PM.

Roll Call Vote-All Present Voting Yes- Motion Carried