

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**REGULAR MEETING**  
**June 28, 2010**

Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education was called to order at 7:30 PM on June 28, 2010, 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

**Others Present:**

Julia Coyne, Margarete Gomez, Nancy Gulley, Melissa Kenny, Andrea McCurdy, Karyl Meehan, Sam Morris, Katine Slunt, Peter Wilner and Ernest Palestis

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board accepted the **Closed Session minutes** of the Conference/Action meeting held on June 7, 2010.

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

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board accepted the **minutes** of the Conference/Action meeting held on June 7, 2010.

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

The following correspondence was addressed by Mary Jo Walilko:

- Thank you letter from the Leukemia and Lymphoma Society. Mrs. Walilko asked Dr. Palestis to convey the Board's thanks for arranging the fundraiser.
- Letter from parent
- Letter from Anthony M. Bucco to Bret Schundler regarding the sink hole (from April 7, 2010)

### Superintendent's Report

- Dr. Palestis welcomed everyone to the meeting.
- Dr. Palestis reminded the Board of the new themes, Classroom Management and Differentiated Instruction, to be implemented during the 2010-2011 school year. In August, a number of staff will be attending a workshop given by Harry Wong, an expert in the area of Classroom Management. Dr. Palestis thanked the Board for sponsoring the staff attending the event.
- Dr. Palestis indicated that he had attended the "Safe Routes to Schools" construction meeting on June 16, 2010. The grant provides funding for the Canfield Avenue School in the amount of \$22,000.00 to be used for safety enhancements around the school.
- Dr. Palestis thanked the Board and community for their support at the conclusion of his first year as interim superintendent. Even with all the difficult challenges the district faced this year, Canfield Avenue School was able to add new technology and move the school forward.
- The sinkhole issue was addressed. Dr. Palestis gave a brief synopsis of the timeline of events and informed the Board that he has been in touch with all appropriate agencies. He has sent correspondence to Assemblyman Anthony Bucco requesting funding to help with remediation.

### Board Discussion/Reports

- The census as of June 16, 2010 was presented and no discussion was initiated.

### Presentations

- Dr. Palestis and Mary Jo Walilko presented Melissa Kenny with a certificate marking her achievement as Teacher of the Year. The Board applauded Mrs. Kenny for her dedication to the students, staff and community of Mine Hill.
- Soils Engineer, Peter John Wilner, P.E., presented a brief summary of the findings regarding the sinkhole. It was suggested that an extension of the original concrete cap be put in place. It was also suggested by the Board that JCP&L be contacted to alert them of the shaft findings as they could be an issue in the land owned by them. Dr. Palestis and Katine Slunt will follow up.
- At the conclusion of the presentation, Mrs. Walilko opened the floor to the public for discussion on the sinkhole issue only.
- Sam Morris asked the Board to consider building the pavilion that was put on hold as now we are aware that the ground on which it would be built is solid. The Board will take the matter into consideration.
- As no other discussion was initiated, Mrs. Walilko closed the floor to the public.

### Business Administrator's Report

- Katine Slunt presented the Board with addendum items regarding finance issues.

- Caryn Battaglia inquired about the up to date cost of remediation for the sinkhole. Mrs. Slunt responded that definite numbers were unavailable as the bills from some contractors have not yet been received.

Interview of Board of Education Candidates

- The Board interviewed candidate Andrea McCurdy.
- The Board will interview Denise Jiménez-Arias at a future Board meeting.

Public Discussion

- Nancy Gulley presented the Board with the programs from the Dover High School and Dover Middle School graduation ceremonies with the names of former Canfield Avenue School students highlighted.
- Margarete Gomez expressed her concerns with the changes occurring with the ASTARS program. She pleaded with the Board to take careful consideration to the staffing of the program. Mrs. Walilko indicated that the Wharton Public School District was the lead agency for this program and in turn responsible for the hiring of staff. She reassured Mrs. Gomez that her concerns were heard and it was suggested that those concerns be brought to the attention of the Wharton Board of Education. Additionally, Mrs. Gomez inquired about the possibility of having a meeting with the new Director of Special Education to discuss her issues. Dr. Palestis will follow up.
- Sam Morris inquired about some agenda items and his questions were addressed. Mr. Morris expressed his disappointment with the exclusion of his son in the end of the year AR recognitions.

FINANCE Steve Hoh, Patricia Hernandez

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the **workshop travel request** for the following teachers, aides and Board member for “Classroom Management, the Key to Every Successful Classroom,” Union, New Jersey, August 25, 2010, at a cost of \$99.00 plus mileage of 32.4 at .31 per mile totaling \$10.04, for a total cost of \$109.04 per attendee: (Attachment 1)

Mark Richardson	Diane Landsdell
Betty Lou Minno	Dorothy Quinn
Danielle Wilson	Karyl Meehan
Lindsay Amato	Janet Leeds
Tabitha Hertz	Kay Kim
Melissa Kenny	Gina Naclerio
Lansing Holman	Amanda Riley
Jane Wohn	Nancee Seidel
Charlene Leary	Jill Ramacciotti
Theresa Steele	Susan Day
Lyn Rand	Lu Olivo
Kim Saul	Greg Hobaugh
Jill Del Rio	

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the following resolution:

**WHEREAS**, the Superintendent of the Mine Hill Township Board of Education (“Board”) was notified that a mine shaft located below the playground of the Canfield Avenue School (“School”) and adjacent to the School collapsed; and

**WHEREAS**, given the imminent health and safety risks associated with the collapsed mine shaft, the Superintendent declared an emergency; and

**WHEREAS**, the Superintendent has notified the County Superintendent of Schools of the nature of the emergency and the goods and services needed to repair the collapsed mine shaft; and

**WHEREAS**, the Superintendent and Business Administrator will need to enter into various emergency contracts in order for the collapsed mine shaft to be repaired and to remediate the emergency; and

**WHEREAS**, the Business Administrator will be required to transfer funds between the Board’s accounts in order to pay for the emergency repairs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby ratifies the Superintendent’s declaration of an emergency in connection with the collapsed mine shaft; and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 18A:18A-7, and the regulations enacted related thereto at N.J.A.C. 5:34-6.1, the Board hereby authorizes the Superintendent and/or the Business Administrator to enter into all contracts necessary to remediate the emergency in connection with the collapsed mine shaft; and

**BE IT FURTHER RESOLVED**, that the Board authorizes the Business Administrator to transfer funds between the Board’s accounts as necessary to remediate the emergency; and

**BE IT FURTHER RESOLVED**, that the Board authorizes the Business Administrator to make payments to the various vendors and contractors after providing their respective goods and services in accordance with their contracts.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved **Thor Engineering** to perform engineering services, related to the resolution of the sinkhole at the Canfield Avenue School.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved **Gangemi Excavation** to perform excavation and repair services, related to the resolution of the sinkhole at the Canfield Avenue School.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the **transfers** per the attached list.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the authorization of the Business Administrator to **advertise for bids on the HVAC project**. This project was advertised for bids last November; however, bids were rejected due to financial constraints.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the following **vendors** for the 2010-2011 school year:

<b>Professional Services</b>	<b>Vendor</b>	<b>Estimated Amount</b>
Attorney Services	Schwartz Simon Edelstein Celso & Kessler	\$31,000
Bond Counsel	Wilenz Goldman and Spitzer	\$5,000
Architectural Services	SSP Architectural Group	\$11,000
Auditing Services	VM & Associates	\$12,100
Policy Consultants	Strauss-Esmay Associates	\$3,990
Physician of Record	Dr. Mark Quadrel	\$3,100
<b>Insurances</b>	<b>Vendor</b>	<b>Estimated Amount</b>
Dental Insurance	Dentemax	Single: \$41.34/mo Married: \$71.83/mo Family: \$117.28/mo
Health Insurance	Horizon BC/BS	Single: \$446.05/mo Married: \$997.42/mo Parent/Child: \$620.62/mo Family: \$1,108.25/mo
Liability Insurance	NJSBIG-Brown & Brown	\$14,300
Bond Insurance	NJSBIG-Brown & Brown	\$800
Property Insurance	NJSBIG- Brown & Brown	\$17,724
Workman's Compensation	Morris Essex Insurance Pool	\$27,500
Student Insurance	T.C. Groseclose	n/a
<b>Utilities</b>	<b>Vendor</b>	<b>Estimated Amount</b>
Postage Services	United States Postal Service	\$4,500
Telephone Services	Verizon	\$1,200
	Verizon Wireless	\$1,200
	Xtel	\$8,100
Computer Network Lines	Cablevision	\$11,539
Natural Gas	NJNG	\$86,000
Electricity	JCP&L	\$104,000
Water and Sewer Services	Mine Hill Municipal Authority	\$10,780
<b>Proprietary Computer Services</b>	<b>Vendor</b>	<b>Estimated Amount</b>
Computer Consulting Services	R2 Consultants	\$7,500
Accounting Software	Asbury Park	\$8,765
Educational Computer Programs	Contour Data	\$2,712
<b>Other Services</b>	<b>Vendor</b>	<b>Estimated Amount</b>
Home Instructor Services	ESC of Morris County	\$3,920

Health Environmental Services	ESC of Morris County	\$4,950
Superintendent Services	Wharton Board of Education	\$65,000
School Business Administrator	ESC of Morris County	\$70,000
Procurement Services	ESC of Morris County	\$2,700
Occupational Therapy	ESC of Morris County	\$1,062/visit
Physical Therapy	ESC of Morris County	\$579/visit

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the following resolution regarding the **transfer of Current Year Surplus to Tuition Reserve:**

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Mine Hill Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition Reserve Account at year end, and

WHEREAS, the Mine Hill Board of Education has determined that an amount not to exceed \$180,000.00 is allowable for such purpose of transfer; now therefore be it

RESLOVED by the Mine Hill Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion by Mary Jo Walilko and seconded by Steve Hoh, the Board approved the following resolution regarding the **transfer of Current Year Surplus to Capital Reserve:**

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Mine Hill Board of Education has determined that an amount not to exceed \$275,000.00 is available for such purpose of transfer; now therefore be it

RESOLVED by the Mine Hill Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

CURRICULUM AND STUDENT ACTIVITIES Jill Del Rio

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following **2010-2011 Extended School Year** students:

State ID	School	ESY Tuition	Dates	Aides or Services
4920820660	Children's Institute	\$5,587.47	7/1 through 7/30	NA
1441575128	Jefferson High School	\$1,609.80	7/1 through 7/30	Speech
9637750160	Regional Day	\$3,600.00	7/1 through 8/9	NA
7052637818	Morris Union Jointure	\$12,929.00	6/30 through 8/11	PT \$705.00
1702085186	Celebrate the Children	\$4,500.00	7/15 through 8/18	Aide \$2,150.00
5289292688	Children's Institute	\$5,587.47	7/1 through 7/30	Aide \$1,995.00
3206091314	Sawtelle	\$5,485.49	7/6 through 7/30	PT \$192.00
3813011040	PG Chambers	\$9,095.70	7/12 through 8/20	NA
9427217740	PRIDE	\$2,200.00	7/6 through 8/2	NA
4501710583	PRIDE	\$2,200.00	7/6 through 8/2	NA
6619824750	ASTARS	\$3,600.00	6/28 through 8/9	NA
4108640816	Wharton ESY	\$2,000.00	7/6 through 8/2	NA
6856508144	Wharton ESY	\$2,000.00	7/6 through 8/2	NA
3989061381	Wharton ESY	\$2,000.00	7/6 through 8/2	NA

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **requested services** for the following student: (Attachment 2)

Student ID	Services	Provider	Date of Service	Cost
3406727186	Educational and Psychological Eval	ESC	TBD	\$355.00 per eval

Roll Call Vote-All Present Voting Yes- Motion Carried

OPERATIONS Margo Maher, Mary Jo Walilko

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **2010-2011 Extended School Year Joint Transportation Agreement** between the Morris County Educational Services Commission (ESC) and the Mine Hill Township Board of Education, for the ESC to transport Mine Hill special education students as per the terms of the Joint Agreement.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **2010-2011 Interlocal Services Agreement** for Child Study Team services with the Morris Hills Regional School District, per the shared services agreement attached and made part of this resolution by reference. (Attachment 3)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the following **use of facilities** for the 2010-2011 school year:

Organization	Room(s) Requested	Purpose	Dates and Times of Use
Camp Fire Girls	Art Room, EMC,Gym	Campfire Girls activities (forms on file)	Monday-Friday from September to June 2011
Mine Hill PTA	Various Rooms	All Mine Hill PTA functions	Schedule of dates on file September to June 2011

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the appointment of **Maschio as the food service provider** for the 2010-2011 school year at management fee of \$6,500.00, and authorizing the Business Administrator to execute the associated contracts.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, the Board approved the **withdrawal from the Morris County Media Services Center** (Morris County AVA) for the 2010-2011 school year.

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 approving **Dorothy Quinn as the Summer Technology Coordinator**, at the rate of \$32.00 per hour, six (6) hours per week for nine (9) weeks, from June 2010 to August 2010.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved **Dorothy Quinn as the Technology Coordinator for the 2010-2011 school year**, to include administrative responsibilities for Study Island, Achieve3000/KidBiz, Web Mail Pro, On Course and network logins for staff and students, for a stipend of \$1,008.97.

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 2010-2011 school year:

Diana Tumidajski	\$75 per day, \$85 after 10 days
*Erin Del Re	*\$80 per day, \$90 after 10 days
*previously approved at County substitute rate but is now a New Jersey certified teacher	

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved the **appointment of Judy Kulich as the in home ABA provider** for student #3206091314, at the rate of \$38.00 per hours, five (5) hours per week. (Attachment 4)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved the **payment of accumulated personal leave for Muriel Millman**, in the amount of \$9,750.00, to be paid in two (2) installments of \$4,875.00.

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved the **carry over of 2009-2010 unused vacation time** for the following 12 month employees to be used by June 30, 2011:

<b>Employee</b>	<b>Day(s) to carry over</b>
Julia Coyne	Eight (8)
Debra Hanley	One (1)
Angela Mrasz	Four (4)

Motion by Mary Jo Walilko and seconded by Caryn Battaglia, upon the recommendation of the Superintendent, the Board approved the following **staff members for employment** for the 2010-2011 school year at the rates noted below (previously tabled):

<b>Employee</b>	<b>Salary</b>
Greg Hobaugh	\$102,773.00
Tim Collins	\$45,000.00
Paula Hatch	\$4,680.00

Roll Call Vote-All Present Voting Yes-Motion Carried

COMMUNITY AND PUBLIC RELATIONS Caryn Battaglia

- None

BUILDINGS AND GROUNDS Bridget Mauro, Caryn Battaglia

- None

Dover Report Bridget Mauro

- The Board asked for follow up on the previous request of progress of the Mine Hill students attending Dover Middle School and Dover High School. Bridget Mauro will follow up.

MHEF Report Jill Del Rio

- Jill Del Rio reported that the Mine Hill Educational Foundation is waiting for the “to do” list of summer projects. Dr. Palestis thanked the Foundation for all they do for the school. He indicated that the priority at this time is the

promised funding for the Summer School program, sponsoring the 2010-2011 Canfield Avenue School field trips and the shed.

#### Old Business

- The Board inquired about the removal of the “Bullet” and the “Spider” playground equipment. They have had ongoing issues and the Board feels it would be prudent as the equipment needed would already be on site for the sinkhole remediation. Dr. Palestis will follow up.

#### New Business

#### CLOSED SESSION

On the motion of Mary Jo Walilko and seconded by Steve Hoh at 9:34 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 adjourned 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 Steve Hoh at 9:47PM, the Board returned to the regular session meeting.

**Public Discussion**

- None

**ADJOURNMENT**

On the motion of Mary Jo Walilko and seconded by Caryn Battaglia, the Board adjourned the meeting at 9:49 PM.

Roll Call Vote-All Present Voting Yes-Motion Carried