

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
October 17, 2011

1. Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education will be called to order at 7:30 PM on October 17, 2011, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on May 13, 2011, in compliance with the Open Public Meetings Act.

2. Pledge of Allegiance

3. Roll Call

Caryn Battaglia		Denise Jiménez-Arias	
Jill Del Rio		Bridget Mauro	
Patricia Hernandez		Mary Jo Walilko	
Steve Hoh			

4. Consider accepting the **Closed Session minutes** of the Regular meeting held on September 26, 2011.

Motion_____Seconded_____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

5. Consider accepting the **minutes** of the Regular Meeting held on September 26, 2011.

Motion_____Seconded_____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

6. Correspondence

- Letter sent to parents regarding the parking lot task force

7. Superintendent's Report

8. Board Discussion/Report
- Discipline Summary for the month of September
 - Winter Concert Song List (amended)

9. Presentations
- None

10. Business Administrator's Report

11. Public Discussion

12. FINANCE Steve Hoh, Patricia Hernandez

- a. Consider approving the **payment of bills from the General Operating Account**, in the amount of \$ _____.

NOTE: The report will be handed out at the time of the meeting.

- b. Consider approving the **Board Secretary and Treasurer's Report for September 2011**, pending approval of the Finance Committee.

NOTE: The report will be handed out at the time of 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 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

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.

- c. Consider approving the **total district disbursements for the month(s) of September 2011**, which is attached and made part of this resolution by reference.

NOTE: The report will be handed out at the time of the meeting.

- d. Consider approving the **appropriation transfers for the month(s) of September 2011**, which is attached and made part of this resolution by reference.

NOTE: The report will be handed out at the time of the meeting.

- e. Consider approving the **increase in hours for curriculum writing** for the 2011-2012 school year, at the rate of \$32.01, not to exceed 10 hours per writer, per grade, per subject, for the following staff:

Staff Member	LAL	Math	Science
Kim Saul	X	X	
Melissa Kenny	X	X	
Lindsay Fox	X	X	
Danielle Wilson	X	X	
Betty Lou Minno	X	X	
Margaret Nunnermacker	X	X	
Jill Ramacciotti	X		
Dorothy Quinn		X	
Theresa Steele		X	
Lu Olivo	X	X	X

- f. Consider approving the **payment to the part time certificated staff** due to the full day of Harassment, Intimidation and Bullying in service training on September 23, 2011:

Staff Member	Payment
Joan Colqhoun	140.25
Anne Paris	112.72
Jennifer Ludwig	107.38
Patricia Penberthy	107.38
Cindy Pryczynski	108.82
Marisa Graney	118.12
Lauren Snarski	126.79
Amy Malatesta	126.79

- g. Consider approving the following **Workshop Travel Requests:**

Participant	Activity	Date	Location	Cost of Activity	Mileage (at .31 per mile)	Total Cost
Amy Maletesta	Olweus HIB Training	9/30/11 and 10/11/11	Chester, NJ	n/a	n/a	n/a
Kim Saul	Lucy Calkins	10/17/11	Secaucus, NJ	199.00	n/a	\$199.00
Theresa Steele	Implementing CCS	11/7/11 and 12/6/1	Union, NJ	224.0 (total)	38.44	\$262.44
Karen Condon	Sex Ed Conference	12/8 and 12/9/11	Somerset, NJ	275.00 (total)	45.25	\$320.25

- h. Consider approving the contract for the **Morris Hills Regional Behavioral Disabilities social worker**, part time, no benefits, at the cost of \$15,069.00.

Motion_____Seconded_____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

13. CURRICULUM AND STUDENT ACTIVITIES Denise Jiménez-Arias, Jill Del Rio

- a. Consider approving the following list of **2011-2012 Field Trips**, which is attached and made part of this resolution by reference. (Attachment 1)
- b. Consider approving the **request for services** for the following:

Student ID	Service	Provider	Date	Cost
3258911802	Psychiatric Eval	Board Approved	10/11/2011	\$650.00
6647263691	OT Evaluation	ESC	TBD	\$362.00

Motion_____Seconded_____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

14. OPERATIONS

Jill Del Rio, Mary Jo Walilko

- a. Consider approving the **2011-2012 Nursing Plan**, which is attached and made part of this resolution by reference. (Attachment 2)
- b. Consider approving the **2011-2012 Technology Plan**, which is attached and made part of this resolution by reference. (Attachment 3)
- c. Consider approving the **2011-2012 Special Medicaid Initiative Waiver**, as there are 40 or fewer Medicaid eligible classified students.
- e. Consider approving the **Title I Parental Policy**, which is attached and made part of this resolution by reference. (Attachment 4)
- f. Consider approving the **Sidebar between the Mine Hill Teachers Association and the Mine Hill Township Board of Education**, which is attached and made part of this resolution by reference. (Attachment 5)

Motion_____Seconded_____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

15. 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.

- a. Upon the recommendation of the Superintendent, consider approving the following staff for **Outside Duty Beyond Contracted Day for the 2011-**

2012 school year, at the rate of \$24.62 per hour, 2.5 hours per week, no benefits , effective immediately, prorated:

- Lansing Holman
- Tabitha Hertz
- Janet Leeds

b. Upon the recommendation of the Superintendent, consider approving the following staff for **Morning Duty for the 2011-2012 School year**, at the rate of \$24.62 per hour, 2.5 hours per week, no benefits, effective immediately, prorated:

- Nicole Trowbridge
- Traci Sutton
- Lisa Callan

c. Upon the recommendation of the Superintendent, consider approving the following appointment of New **Substitute Teachers for the 2011-2012 school year**:

<p style="margin: 0;">Amanda Kitzmiller \$75 per day, \$85 after 10 days</p> <p style="margin: 0;">Pat Piserchia \$75 per day, \$85 after 10 days</p>

d. Upon the recommendation of the Superintendent, consider approving the **adjustment in the hourly rate for Carol Manger**, Breakfast Aide, 2.5 hours per week, no benefits, from \$17.34 to \$24.62.

e. Upon the recommendation of the Superintendent, consider approving the **stipend of \$ 3,308.00 for Mark Richardson** for the 2011-2012 school year to provide music lessons before and after school.

f. Upon the recommendation of the Superintendent, consider approving the **Salary Adjustments** for the following staff:

Staff Member	Original Step	Original Salary	New Step/Credits	New Salary
Jessica LaForgia	Step 1	49,130.00	Step 3	49,630.00

- g. Upon the recommendation of the Superintendent, consider approving the following **placements of the County College of Morris Student Teachers** for the 2011-2012 school year:

Student Teacher	Staff assigned	Grade	Dates of observations
Mary Bruseo	Amanda Riley	One	TBD – five hours total
Brittnee Onstad	Debra Hansen	Two	TDB – twenty hours total
Amanda Maggiore	Lyndsee Olivo	Three	TDB – five hours total
Jeffrey Quiles	Danielle Wilson	Six	TBD – five hours total

- h. Upon the recommendation of the Superintendent, consider appointing **Debra Hansen as mentor to Lyndsee Olivo**, for the 2011-2012 school year.
- i. Upon the recommendation of the Superintendent, consider appointing **Christopher Scholz, part time evening custodian**, 25 hours per week, at the rate of \$12.00 per hour, no benefits, effective October 18, 2011, prorated.
- j. Upon the recommendation of the Superintendent, consider approving the appointment of **Lauren Snarski and Amy Malatesta as Panther Pals Counseling Program Advisors** for the 2011-2012 school year, funded by Title I, at the rate of \$32.01 per hour per counselor, not to exceed 2 hours per week for each staff member.
- k. Upon the recommendation of the Superintendent, consider approving the appointment of the following staff members as **STEP2 Mentors for the 2011-2012 school year**, funded by Title I, at the rate of \$32.01 per hour per mentor, not to exceed sixty (60) hours per staff member for the 2011-2012 school year:

- Lansing Holman
- Melissa Kenny
- Lu Olivo
- Jill Ramacciotti
- Mark Richardson
- Amanda Riley
- Danielle Wilson

Motion _____ Seconded _____

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

16. COMMUNITY AND PUBLIC RELATIONS Caryn Battaglia, Denise Jiménez-Arias

- None

17. BUILDINGS AND GROUNDS Bridget Mauro, Caryn Battaglia

- None

18. Dover Report Bridget Mauro

19. MHEF Report Caryn Battaglia

20. Old Business

- BOE member mandatory criminal history background check
- Parking Lot Ordinance

21. New Business

22. 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 _____. It may be adjourned while business is conducted in public then reconvened after public business has been completed.

23. RETURN TO REGULAR SESSION

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

Roll Call Vote	Caryn Battaglia	Jill Del Rio	Patricia Hernandez	Steve Hoh	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko

24. Public Discussion

25. 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	Denise Jiménez-Arias	Bridget Mauro	Mary Jo Walilko