

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**AGENDA**  
**REGULAR MEETING**  
**September 26, 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 September 26, 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

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

4. Consider accepting the minutes of the **Special Meeting** held on September 2, 2011.

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

5. Consider accepting the **Closed Session minutes** of the Conference/Action meeting held on September 7, 2011.

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

6. Consider accepting the **minutes** of the Conference/Action Meeting held on September 7, 2011.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

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

7. Correspondence

- Letter from the Township of Mine Hill regarding projectors

8. Superintendent's Report

9. Board Discussion/Reports

- Census as of September 15, 2011
- Winter Concert Song List

10. Presentations

11. Business Administrator's Report

12. Public Discussion

13. FINANCE Steve Hoh, Patricia Hernandez

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

**NOTE:** The bills list will be distributed at the time of the meeting.

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

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.

**NOTE:** The reports will be distributed at the time of the meeting.

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

**NOTE:** The report will be distributed at the time of the meeting.

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

**NOTE:** The report will be distributed at the time of the meeting.

- e. Consider approving the **Legal One Advanced: New Jersey's Anti-Bullying Bill of Rights Online Training**, \$15 per applicant for seven (7) Board of Education members, three (3) custodians and four (4) kitchen staff.

- f. Consider **accepting the allocations and approved submission for the following 2011-2012 federal grants:**

NCLB Title I (Part A)	\$109,684
NCLB Title II (Part A)	\$7,758
NCLB Title III	\$2,777

- g. Consider accepting the **allocations and approved submission for the following 2011-2012 federal grants:**

IDEA Basic	\$132,971
IDEA Preschool	\$3,707

- h. Consider approving the following **Workshop Travel** requests:

Participant	Activity	Date	Location	Cost of Activity	Mileage (at .31 per mile)	Total Cost
Jill Ramacciotti	Lucy Calkins Writing	10/17/11	Secaucus, NJ	199.00	22.94	\$221.94
Jill Ramacciotti	English Language Arts Common Core	10/20/11	Parsippany, NJ	25.00	4.34	\$29.34
Lu Olivo	English Language Arts Common Core	10/20/11	Parsippany, NJ	25.00	Carpooling	\$25.00

Julia Coyne	The Outstanding Receptionist	11/17/11	Parsippany, NJ	79.00	4.96	\$83.96
Angela Mrasz	The Outstanding Receptionist	11/17/11	Parsippany, NJ	79.00	Carpooling	\$79.00
Kay Kim	Focus on Google	10/5/11	Piscataway, NJ	n/a	21.70	\$21.70
Kay Kim	Analyzing Student Data for School Success	10/19/11	Parsippany, NJ	n/a	8.06	\$8.06
Lauren Snarski	Olweus Anti Bullying	9/19/11 and 9/20/11	Tort, NJ	n/a	n/a	n/a
Greg Hobough	MCAEMSA Conference	10/19/11	Mountain Lakes, NJ	n/a	n/a	n/a
Debra Hanley	IROC	9/30/11	Hamilton, NJ	n/a	39.33	\$39.33
Debra Hanley	DCRP	11/2/11	Hamilton, NJ	n/a	39.33	\$39.33

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

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

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

- a. Consider approving the **Second Reading** of the following policies and regulations: (Attachment 1)
  - **2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (policy and regulation)**
  - **5512 Harassment, Intimidation and Bullying (policy)**
  
- b. Consider approving the **field trip request for Horseshoe Lake**, Succasunna, NJ, October 25, 2011 (rain date October 27) for all eligible grade six (6) students.

c. Consider approving the **request for services** for the following:

Student ID	Service	Provider	Date	Cost
Early Intervention (No SID assigned yet)	OT Evaluation	ESC of Morris County	TBD	\$362

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

15. OPERATIONS

Jill Del Rio, Mary Jo Walilko

- a. Consider approving the acceptance of the **2011-2012 Bio Security Plan** which is attached and made part of this resolution by reference. (Attachment 2)
- b. Consider approving the **2011-2012 Bus Routes, originally approved on September 7, 2011**, as amended by the ESC, which are attached and made part of this resolution by reference. (Attachment 3)
- c. Consider approving the **Second Reading** of the following policies and regulations: (Attachment 4)
  - **0142 Board Member Qualifications, Prohibited Acts and Code of Ethics**
- e. Consider approving the appointment of **Katine Slunt as the Qualified Purchasing Agent** for the 2011-2012 school year.
- f. Consider approving the **2011-2012 Uniform Memorandum of Agreement.**
- g. Consider approving the **Electronic Violence and Vandalism Report** for the 2010-2011 school year, which is attached and made part of the resolution by reference. (Attachment 5)

- h. Consider approving the following **signatures for banking** for the 2011-2012 school year, effective August 15, 2011:

<b>Valley National Bank</b>	<b>#</b>	<b>Signatories</b>
General Operating Account Rt#021201383 Acct# <b>41474791</b>	3	Mary Jo Walilko, Board President Katine Slunt, BA AND Dennis Mack, Superintendent
Deduction Payroll Agency Act Rt#021201383 Acct# <b>41474805</b>	2	Katine Slunt, BA OR Dennis Mack, Superintendent
Net Payroll Account Rt#021201383 Acct# <b>41474813</b>	3	Mary Jo Walilko, Board President Katine Slunt, BA AND Dennis Mack, Superintendent
Special Milk Account Rt#021201383 Acct# <b>41474821</b>	2	Katine Slunt, BA OR Dennis Mack, Superintendent
SUI Premium Savings Account Rt# 021201383 Acct# <b>41474848</b>	2	Katine Slunt, BA OR Dennis Mack, Superintendent
Canfield Avenue School Account Rt# 021201383 Acct# <b>41474856</b>	2	Katine Slunt, BA AND Gregory Hobaugh, Principal
EMC Account-Library Rt# 021201383 Acct# <b>41474864</b>	2	Katine Slunt, BA AND Gregory Hobaugh, Principal

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

16. 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 **Mira Jaroszak as a personal aide**, at the rate of \$10.30 per hour, 6.18 hours per day, effective September 27, 2011, prorated.
- b. Upon the recommendation of the Superintendent, consider approving **Amanda Riley as a Student Council Advisor** for the 2011-2012 school year.
- c. Upon the recommendation of the Superintendent, consider approving the following appointment of **New Substitute Teachers** for the 2011-2012 school year:

Stephanie Moskowitz	\$80per day, \$90 after 10 days
Nicole Petrozzo	\$80per day, \$90 after 10 days
Jennifer Ludwig	\$80 per day,\$90 after 10 days

- d. Upon the recommendation of the Superintendent, consider accepting the **resignation of Lindsay Fox**, Grade one, effective September 1, 2011.
- e. Upon the recommendation of the Superintendent, consider appointing **Lisa Callan, Traci Sutton and Nicole Trowbridge as AM Duty aides**, at the rate of 10.00 per hour, .5 hours per day, effective September 27, 2011, prorated.
- f. Upon the recommendation of the Superintendent, consider appointing **Robby Suarez as a Jump Ahead advisor** for the 2011-2012 school year.
- g. Upon the recommendation of the Superintendent, consider **rescinding the appointment of Danella Haro**, lunch aide, effective September 1, 2011.
- h. Upon the recommendation of the Superintendent, consider approving the appointment of the following **mentors for the 2011-2012 school year**:

Mentor	Novice Teacher
Betty Lou Minno	Janice Conroy
Lu Olivo	Robby Suarez

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

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

- a. Consider approving the **loaning of projectors and a laptop computer to the Mine Hill Recreation committee** to be used for Rutgers Safety Clinic for coaches a few times a year.

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

18. BUILDINGS AND GROUNDS Bridget Mauro, Caryn Battaglia

- a. Consider approving the **temporary usage of the science lab for the Canfield Kids program.**
- b. Consider approving the following **Facilities Use requests:**

Organization	Purpose	Room Needed	Dates
Mine Hill Recreation	Soccer Closing	Gym	November 14, 2011
Girl Scout Troop 22	Meetings	EMC	Wednesdays, 9/11 through 6/11
Mine Hill Historical Society	Fundraiser	Gym	October 14, 2011 5:30 to 10:30
Mine Hill Educational Foundation	Chess Club	EMC	Wednesday and Thursday 3:30 to 4:30, October 19 through March 28, 2012

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

19. Dover Report                      Bridget Mauro

20. MHEF Report                      Caryn Battaglia

- a. Consider approving the acceptance of **Agreement between the Mine Hill Township Board of Education and the Mine Hill Educational Foundation, originally approved on September 7, 2011**, as amended.

Motion\_\_\_\_\_Seconded\_\_\_\_\_

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

21. Old Business

- Cubbies
- Landscaping
- Safety Patrol
- Schooldigger.com reports
- Criminal History Review Unit Background Checks for all Board Members

22. New Business

23. 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.***

**24. 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.

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