

**MINE HILL TOWNSHIP BOARD OF EDUCATION**  
**AGENDA**  
**REGULAR MEETING**  
**December 1, 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 December 1, 2011, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on November 26, 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 **Closed Session minutes** of the Conference/Action meeting held on November 7, 2011 (there are no Closed Session minutes from October 17, 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 **minutes** of the **Conference/Action Meeting** held on **November 7, 2011** and **minutes** of the **Regular Meeting** held on **October 17, 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. Correspondence

- Thank you letter regarding the donated network switch.

- Lyndsee Olivo’s maternity leave letter

7. Superintendent’s Report

8. Board Discussion/Reports

- Census as of November 15, 2011
- October 2011 Discipline Report

9. Presentations

- Spring 2011 NJASK scores

10. Business Administrator’s Report

- Morris County Improvement Authority Energy Efficiency Initiative

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 bills list will be handed out at the time of the meeting.

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

Participant	Activity	Date	Location	Cost of Activity	Mileage (at .31 per mile)	Total Cost
Gregory Hobaugh	Adoption of Common Course Codes	12/1/11	Parsippany, NJ	n/a	n/a	n/a
Gregory Hobaugh	MCEMSA	12/8/11	Madison, NJ	n/a	34.4 miles	\$10.66
Nancee Seidel	Understanding ADD	12/16/11	New Providence, NJ	125.00	70 miles	\$146.70
Debra Hanley	Pension and Health Benefit Laws	12/9/11	Neptune, NJ	99.00	142.32 miles	\$143.11
Lansing Holman	Co-Teaching That Works	1/11/12	Parsippany, NJ	225.00	20 miles	\$231.20

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 **Request for Services** for the following:

Student ID	Service	Provider	Date	Cost
6647263691	OT	ESC of Morris County	2x's per week individual 30 minute sessions	\$96.00 per hour

- b. Consider approving the **2011-2012 Out of District Placement** for the following:

Student ID	Placement	Dates	Tuition/Total Cost
Early Intervention Student	PRIDE Program	11/7/11 through 6/8/12	\$23,579
Early Intervention Student	PRIDE Program	11/28/11 through 6/8/12	\$23,579

- c. Consider approving the following **Ambassador Level Girl Scout Gold Award Project by Casey Hoopes**, which is attached and made part of this resolution by reference. (Attachment 1)
- d. Consider approving the **increase in hours for OT/PT services provided by the Educational Services Commission of Morris County** for student 6647263691.

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 **appointment of David Rubin, Esq.**, as the attorney of record for the case with Rockaway Township regarding students #5802441844 and #1928698773.
- b. Consider approving the following resolution:

**WHEREAS**, the Mine Hill Township Board of Education, (“Educational Facility”) has resolved to join the School Alliance Insurance Fund (“SAIF”) following a detailed analysis; and

**WHEREAS**, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

**WHEREAS**, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee:

**NOW THEREFORE, BE IT RESOLVED** that the Mine Hill Township Board of Education, does hereby appoint Brown and Brown as its Risk Management Consultant in accordance with the Fund’s Bylaws.

- c. Consider approving the following resolution:

**WHEREAS**, the Mine Hill Township Board of Education, hereafter referred to as “**Educational Facility**” is a member of the School Alliance Insurance Fund, hereinafter referred to as “**Fund**”; and

**WHEREAS**, said renewal membership terminates as of July 1, 2011 at 12:01am standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

**WHEREAS**, the Educational Facility is afforded the following types of coverages:

- Package – Property, Boiler and Machinery, General and Auto Liability, Environmental Impairment Liability
- School Leaders Professional Liability

**WHEREAS**, the **Educational Facility** desires to renew said membership;

**NOW THEREFORE, BE IT RESOLVED** as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2011, and ending July 1, 2014 at 12:01 am eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** and/or the Department of Banking and from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Educational Facility's** Business Official, **Katine Slunt**, is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made part of hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

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 **Jack Coyne as a Substitute Custodian**, at the rate of \$10.00 per hour, as needed, effective November 29, 2011, prorated.

- b. Upon the recommendation of the Superintendent, consider approving **Kevin Hoopes as a Substitute Custodian**, at the rate of \$10.00 per hour, as needed, no benefits, effective November 29, 2011, prorated.
- c. Upon the recommendation of the Superintendent, consider approving **Jeff Durante as a Substitute Custodian**, at the rate of \$10.00 per hour, as needed, no benefits, effective November 29, 2011, prorated.
- d. Upon the recommendation of the Superintendent, consider approving the following appointment of **New Substitute Teachers for the 2011-2012 school year:**

Deborah Devery	\$80 per day, \$90 after 10 days
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- e. Upon the recommendation of the Superintendent, consider approving the **2011-2012 Salary Adjustment** for the following:

Staff Member	Original Step	Original Salary	New Step/Credits	New Salary
Marisa Graney	BA Step 1	49,130	MA Step 1	53,150
Lyndsee Olivo	BA Step 1	49,130	BA Step 1 + 30	50,470

- f. Upon the recommendation of the Superintendent, consider approving the **leave for Lyndsee Olivo as follows:**

December 12, 2011 through March 16, 2012 unpaid leave (with benefits) pursuant to the Federal Family Leave Act and the NJ Family Leave Act.

- g. Upon the recommendation of the Superintendent, consider approving the **appointment of Beth Natarelli Ondish, maternity leave replacement for Lyndsee Olivo**, BA Step 1, no benefits, effective November 29, 2011, prorated.
- h. Upon the recommendation of the Superintendent, consider approving the appointment of the following staff as **Homebound Instructors for the 2011-2012 school year:**

**Janice Conroy**  
**Amanda Riley**  
**Danielle Wilson**  
**Lansing Holman**

- i. Upon the recommendation of the Superintendent, consider approving the appointment of the following staff as **Title I Teachers for the 2011-2012 school year**:

**Tabitha Hertz-Neglia**  
**Melissa Kenny**  
**Kay Kim**

- j. Upon the recommendation of the Superintendent, consider approving the **Sidebar Agreement between the Mine Hill Teachers Association and the Mine Hill Township Board of Education regarding stipend positions for the 2011-2012 school year**, which is attached and made part of this resolution by reference. (Attachment 2)

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

- a. Consider approving the following **Facilities Use request**:

Organization	Purpose	Rooms Needed	Dates
Daisy Troop 95002	Meetings	EMC	Tuesdays from 6:00 to 7:30 pm (dates on file)
Mine Hill Day Committee	Soup Sampler	Gym (worked out basketball conflict with Mine Hill Recreation)	Friday, December 2, 2011 3:30 to 9:00 pm

- b. Consider approving the **Parking Lot Reorganization Plan**, which is attached and made part of this resolution by reference. (Attachment 3)

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

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

18. Dover Report                      Bridget Mauro

19. MHEF Report                      Caryn Battaglia

20. Old Business

- Parking Lot Task Force Meeting notes (Attachment 4)
- Dover High and Middle School bussing

21. New Business

- New law regarding interim positions
- Letter regarding Roxbury Lottery to be distributed

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