

MINE HILL TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
March 6, 2013

1. Opening Statement

The Regular Meeting of the Mine Hill Township Board of Education will be called to order at 6:30 PM on March 6, 2013, by Board President Mary Jo Walilko. Adequate notice of the date and time for this meeting was advertised in the Daily Record on January 15, 2013, in compliance with the Open Public Meetings Act.

2. Pledge of Allegiance

3. Roll Call

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

4. 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.

5. 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	Denise Jiménez-Arias	Bridget Mauro	Gary Tillet	Mary Jo Walilko

6. The Superintendent recommends accepting the **Closed Session minutes** of the Regular meeting held on **February 13, 2013**.

Motion_____Seconded_____

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

7. The Superintendent recommends accepting the **minutes** of the Regular Meeting held on **February 13, 2013**.

Motion_____Seconded_____

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

8. Correspondence

9. Superintendent's Report

10. Board Discussion/Reports

- HIB
- February Discipline Report
- Census as of February 15, 2013

11. Presentations

12. Business Administrator's Report

13. Public Discussion

14. FINANCE Bridget Mauro, Gary Tillett

- a. The Superintendent recommends approving the following resolution regarding the **2013-2014 School Budget**:

**Adjustment
Health Benefits**

RESOLVED that the Mine Hill Township Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$48,758. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

**Adjustment
Banked Cap**

RESOLVED that the Mine Hill Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$77,354 for the purposes of supporting the Core Curriculum Contents and to provide a thorough and efficient education. The district intends to complete said purposes by June 2014.

**Travel and Related Expense Reimbursement
2013-2014**

WHEREAS, the Mine Hill Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$10,000 for all staff and board members.

**Adoption of Tentative Budget
2013-2014**

BE IT RESOLVED that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2013-14 Total Expenditures	9,161,725	192,888	210,225	9,564,838
Less: Anticipated Revenues	<u>2,809,802</u>	<u>192,888</u>	<u>0</u>	<u>3,002,690</u>
Taxes to be Raised	<u>6,351,923</u>	<u>0</u>	<u>210,225</u>	<u>6,562,148</u>

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at 42 Canfield Avenue in the Educational Media Center (EMC) Mine Hill, New Jersey on March 21, 2013 at 7:00

pm. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

- b. The Superintendent recommends approving the following **Workshop Travel Requests:**

Participant	Activity	Date	Location	Cost of Activity	Mileage	Total Cost
Julia Coyne	Systems 3000 Personnel Training	4/30/13	Randolph, NJ	n/a	n/a	n/a
Greg Hobough	Morris Area Curriculum Network	3/8/13	Parsippany, NJ	10.00	28.3	\$18.75
Lauren Snarski	Sex Offenders-What Counselors Should Know	4/19/13	Morristown, NJ	40.00	carpooling	\$40.00
Debra Hanley	Systems 3000 Payroll Quarterly Report Training	3/14/13	Randolph, NJ	n/a	10.8	\$3.37
Debra Hanley	Systems 3000 Payroll Processing Training	4/18/13	Eatontown, NJ	n/a		\$40.34
Debra Hanley	Systems 3000 Personnel Training	4/30/13	Randolph, NJ	n/a	10.8	\$3.37
Debra Hanley	Systems 3000 FA Review	5/2/13	Randolph, NJ	n/a	10.8	\$3.37
Debra Hanley	Systems 3000 FA Year End Training	5/21/13	Randolph, NJ	n/a	10.8	\$3.37
Debra Hanley	Systems 3000 Payroll Year End Rollover	12/17/13	Randolph, NJ	n/a	10.8	\$3.37

Motion_____Seconded_____

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

15. CURRICULUM AND STUDENT ACTIVITIES

Jill Del Rio, Denise Jiménez-Arias

- a. The Superintendent recommends approving the following **request for services**:

Student ID	Service	Provider	Date(s)	Cost
7159652891	Neurodevelopmental Evaluation	Dr. Lanzkowski/Morristown Memorial Hospital	TBD	\$625.00

Motion_____Seconded_____

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

16. OPERATIONS

Mary Jo Walilko, Jill Del Rio

Motion_____Seconded_____

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

17. PERSONNEL

Patricia Hernandez, Bridget Mauro

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. The Superintendent recommends approving **Colleen Quinn as a substitute office aide**, at the rate of \$10.50 per hour, as needed, effective February 25, 2013, prorated.

- b. The Superintendent recommends approving the following appointment of **New Substitute Teachers for the 2012-2013 school year:**

Daniel Hoopes \$80 per day, \$90 after 10 days

Motion_____Seconded_____

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

18. COMMUNITY AND PUBLIC RELATIONS Gary Tillett, Denise Jiménez-Arias

Motion_____Seconded_____

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

19. BUILDINGS AND GROUNDS Caryn Battaglia, Jill Del Rio

Motion_____Seconded_____

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

20. Dover Report Patricia Hernandez

21. MHEF Report Caryn Battaglia

22. Old Business

23. New Business

24. Public Discussion

25. 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.

26. RETURN TO REGULAR SESSION

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

Motion_____Seconded_____

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

27. ADJOURNMENT

On the motion of _____ seconded by _____, the Board adjourns the meeting at _____PM.

Motion_____Seconded_____

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