

Minutes of the Regular Meeting

March 19, 2024

MOUNTAINSIDE SCHOOL DISTRICT

BEECHWOOD SCHOOL - 1497 WOODACRES DRIVE, MOUNTAINSIDE, NJ 07092

DEERFIELD SCHOOL - 302 CENTRAL AVENUE, MOUNTAINSIDE, NJ 07092

For agenda attachments available to the public, please contact the Mountainside Board of Education Office at (908) 232-3232 or peruse same at the respective meeting.

Also, Mountainside Board of Education policies may be accessed via the district website.

I. Call to Order

A Regular Meeting of the Mountainside Board of Education of the Borough of Mountainside in the County of Union, New Jersey was called to order by Mrs. Pupo, at 6:31 p.m.

II. Roll Call

At roll call, the following members were present:

Mr. Bill Dillon

Mr. Michael Goodwin

Dr. Dana Guidici Pietro - arrived after roll call at 6:34 p.m.

Mr. Jordan Hyman

Mrs. Vivian Pupo

Mr. Carmine Venes

Also present were Janet Walling, Superintendent of Schools, and Dana Sullivan, Interim Business Administrator/Board Secretary.

Mrs. Candice Schiano was absent.

III. Flag Salute

IV. Approval of Minutes

Moved: Mr. Hyman Seconded: Mr. Venes

RC: Dillon -yes

Goodwin - yes

Guidici Pietro -absent Hyman - yes

Pupo - yes

Schiano -absent

Venes -yes

❖ Minutes of the Regular Meeting of February 20, 2024

❖ Minutes of the Executive Session of February 20, 2024

V. Correspondence - none

VI. Public Participation - none

VII. President's Report - Mrs. Pupo mentioned that she attended the seniors reception for the school musical, and how wonderful the performance was once again this year.

**Minutes of the Regular Meeting
March 19, 2024**

- VIII. Superintendent's Report** - Mrs. Walling welcomed Patricia Reese from NJSBA, who provided Ethics training for the Board. She also welcomed Jean Cleary as an additional NJSBA field representative. They briefly discussed the Strategic Planning process that they will be facilitating. Mrs. Walling congratulated the students, staff and everyone involved in the school musical. She noted report cards will be going out Friday for the 2nd trimester through Genesis. Mrs. Walling thanked Mrs. Sullivan for her hard work and expertise working on our budget as soon as she began in January. She turned things over to Mrs. Sullivan for the budget presentation.
- IX. Business Administrator's Report** - Mrs. Sullivan presented the Preliminary Budget for 2024-2025. She and Mrs. Walling went over the details of the proposed budget, including shortfalls and reductions, as well as a second proposal question to vote on in November to enhance and reinstate some cuts necessary for this budget.
- X. Berkeley Heights Liaison Report** - Mr. Hyman reported from the 2/26 meeting that the board accepted the county's recommendation of Gale Bradford as board president, and then voted for Dipti Khanna for vice president. He noted that committees were established, including one for Mountainside. The board approved the revised resignation date of Dr. Varley to 5/27. They approved increased rates for bus drivers and substitutes. He provided updates about winter sports. The board accepted the audit, reviewed bus routes, and continued to research firms for the superintendent search. Meanwhile, Rob Nixon is acting superintendent and they are accepting applications for an interim superintendent. At the 3/18 meeting they reviewed the proposed budget, noting state aid cuts, and additional staffing. He provided updates about NJGPA testing, and the spring musical. May 24 & 28 will be snow give back days. They audited utility bills. Next meeting is 4/18.
- XI. Executive Session** - Resolution (Attachment #1)

Moved: <u>Dr. Guidici Pietro</u>	Seconded: <u>Mr. Dillon</u>	
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes Hyman - yes
Pupo - yes	Schiano - absent	Venes -yes

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 231, P.L. 1975 (R.S. 10:4-13), permits the exclusion of the public from a meeting or portion of a meeting of this public body in circumstances; and **WHEREAS**, the Board must consider matter(s) involving the following:

- Legal/personnel matters
- Student matters regarding HIB report

The disclosure of which could constitute an unwarranted invasion of privacy; now

WHEREAS, the discussion of individual items to be considered by the Board in closed session may be made public once the need for confidentiality no longer exists, but the Board cannot state at the present time then that will be.

THEREFORE BE IT RESOLVED, that the Board adjourn to executive session at 8:40 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed may or may

Minutes of the Regular Meeting

March 19, 2024

not be made public this evening. If an action results, it will be taken following reentry into regular session.

XII. Close Executive Session and Reconvene Public Session

Moved: <u>Mr. Venes</u>	Seconded: <u>Mr. Goodwin</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - absent	Venes -yes	

The public meeting reconvened at 9:08 p.m.

XIII. Administration

The following motions were approved by roll call vote: **Administration #1-2**

Moved: <u>Mr. Venes</u>	Seconded: <u>Mr. Goodwin</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - absent	Venes -yes	

1. Move to approve upon the recommendation of the Superintendent, the Harassment, Intimidation and Bullying (HIB) Investigative Report(s) for the period of February 1, 2022 through March 19, 2024, pursuant to N.J.S.A. 18A:37-1 et seq. 2.
2. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools February 2024 safety and security drill reports. (Attachment #2)

XIV. Budget and Finance

The following motions were approved by roll call vote: **Budget and Finance #1-8**

Moved: <u>Mr. Hyman</u>	Seconded: <u>Mr. Venes</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - absent	Venes -yes	

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the months of February 2024. (Attachment #3)
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated February 22, 2024, through March 20, 2024. (Attachment #4)
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of February 2024 and the Financial Reports of the Board Secretary for the months of February 2024; and

WHEREAS, the Interim Board Secretary, Dana Sullivan, certifies that subject to the approval of budget transfers appended to these minutes, payment of the claims set forth in the accompanying bill list will not result in the over expenditure of any budget line item appropriation, as modified to date set forth in the level of detail contained in the Reports of the Board Secretary for February 2024:

**Minutes of the Regular Meeting
March 19, 2024**

RESOLVED THAT, the Board accepts the Treasurer Report for the month of February 2024 and the Financial Reports of the Board Secretary for February 2024 as submitted and certified. (Attachment #5)

4. **BE IT RESOLVED**, that the tentative budget be approved for the 2024-2025 school year 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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2024-25 Total Expenditures	\$21,109,145	\$158,118	\$1,287,690	\$22,554,953
Less: Anticipated Revenues	\$2,697,051	\$158,188	\$438,621	\$3,293,790
Taxes to Be Raised	\$18,412,094	\$0	\$849,069	\$19,261,163

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

BE IT RESOLVED that the Board of Education includes in the tentative budget the adjustment for increased costs of health benefits in the amount of \$58,935. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT RESOLVED that the Board of Education includes in the tentative budget an appropriation of surplus in the amount of \$394,655.

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$85,000 to be used to replace network switches and wireless access points.

BE IT RESOLVED that the general fund appropriations include a \$86,123 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2022-2023 and are now required to be withdrawn to pay tuition obligations in SY 2024-2025.

BE IT FURTHER RESOLVED, that the Board of Education approves a separate proposal in the amount of \$396,000 which will result in a permanent increase in the tax levy as follows:

3 Teachers and Benefits	\$289,000
1 Part Time Curriculum Coordinator	\$ 60,000
Contracted Mental Health Support	\$ 30,000
After School Academic Support	\$ 17,000

These expenditures are in addition to those required to achieve NJSLS.

Travel and Related Expenses Reimbursement:

Minutes of the Regular Meeting

March 19, 2024

BE IT FURTHER RESOLVED that included in this budget, pursuant to N.J.A.C. 6A:23A-7.3, the maximum travel expenditure for the 2024-2025 school year amount shall be set at \$26,000. The maximum travel expenditure for the 2023-2024 school year is \$26,000, of which \$7,078 has been spent and \$322 is encumbered as of March 6, 2026.

WHEREAS, The 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, N.J.A.C. 6A:23A Subchapter 7 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, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member or district board of education 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, travel and related expenses not in compliance with N.J.A.C.6A:23A Subchapter 7 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 BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 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, that a public hearing be held at the Beechwood School, Mountainside, New Jersey, on April 30, 2024, at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 school year.

5. Move to approve upon the recommendation of the Superintendent, the agreement with Golden Arrow Bus Company to provide transportation for spring sports, at a rate of \$550.00 per bus for the first 3 hours, with additional fees of \$195/hour for overtime. (Attachment #6)
6. Move to approve upon the recommendation of the Superintendent, the addition of Educational Audiology Resources, LLC as an Independent Contractor/Physician/Agency to conduct diagnostics, consultations, and other services as needed for the 23/24 school year. (Attachment #7)
7. Move to approve upon the recommendation of the Superintendent, an agreement with G2 Athletics, LLC for two 3-Day Sports Camps for Beechwood students, as detailed below, at a total cost of \$1,925, per Tier 6 usage fees in district Policy 7510. (Attachment #8)

Camp Dates:	Tier 6 usage fees:
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**Minutes of the Regular Meeting
March 19, 2024**

June 25-27, 2024	\$825 fee (15 hrs)
August 26-28, 2024	\$1,100 (20 hrs)

8. Move to approve in accordance with MBOE policy 6471, School District Travel, and upon the recommendation of the Superintendent, the travel and related expenses itemized in (Attachment #9). This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's Professional Development Plan.

XV. Personnel

The following motions were approved by roll call vote: **Personnel #1-12**

Moved: Dr. Guidici Pietro Seconded: Mr. Goodwin
 RC: Dillon -yes Goodwin -yes Guidici Pietro - yes Hyman - yes
 Pupo - yes Schiano - absent Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the resignation of **Rachel Richards**, 7th Grade Teacher, effective July 1, 2024, and thank her for her dedication to the Mountainside School District. (Attachment #10)
2. Move to approve upon the recommendation of the Superintendent, the resignation of **Michele Saltalamaccia**, Paraprofessional, effective April 15, 2024, and thank her for her dedication to the Mountainside School District. (Attachment #11)
3. Move to approve upon the recommendation of the Superintendent, the following leave of absences (Attachment #12):

Name	Position	LOA w/ pay & benefits	LOA unpaid with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
S. DeBaun *(revised)	Kindergarten Teacher	4/15/24- 6/3/24	**6/4/24-6/20/24	n/a	9/1/24

. * This was previously approved on 2/20/24 ** This is not covered by FMLA/NJFLI

4. Move to approve upon the recommendation of the Superintendent, the appointment of **Jeni Starinsky** to the position of Kindergarten Leave Replacement, at the salary of \$54,875, Step 1 BA, prorated, anticipated effective April 10, 2024, through June 20, 2024.
5. Move to approve upon the recommendation of the Superintendent, the request for tuition reimbursement from **Jen Smith**, PEAK Teacher, for classes taken at TCNJ, for the 2024 Spring Session for three (3) graduate credits in the amount of \$1,995. (Attachment #13)

Minutes of the Regular Meeting

March 19, 2024

6. Move to approve upon the recommendation of the Superintendent, the notification to take classes from **Jen Smith**, PEAK Teacher, for classes taken at TCNJ, for the 2024 Spring Session for three (3) graduate credits in the amount of \$1,995. (Attachment #14)
7. Move to approve upon the recommendation of the Superintendent, the request for tuition reimbursement for **Julie Lima**, Special Education Teacher, for classes taken at NJIDA WIFFT, for 2024 Sessions for Orton Gillingham certification hours, in the amount of \$210.00. (Attachment #15)
8. Move to approve upon the recommendation of the Superintendent, the following staff to provide supervision for the school musical. These stipends will be paid through the School Musical Student Activities Account.

Staff Names	Date/Time	Rate
Vinny Stasio & Taylor Donato	March 6, 2024 3pm-9pm	\$36/hr
Bob Stanton & Crissy Zagami	March 7, 2024 3pm-8pm	\$36/hr

9. Move to approve upon the recommendation of the Superintendent, the addition of the following to the Substitute List for 2023-2024 school year:

Name	Certification	Rate/day
Sue Tarulli	Substitute Nurse Cert.	\$200

10. Move to approve upon the recommendation of the Superintendent, the Child Study Team Staffing for meetings, evaluations, and case management, effective June 21, 2024 through August 31, 2024.

Name	Assignment	Rate	Not to Exceed
Christine Lopez	LDT-C	\$44.00/hour	NTE 50 hours
Leila Morrelli	Speech & Language Specialist	\$44.00/hour	NTE 50 hours
Carla Clausen	Occupational Therapist	\$44.00/hour	NTE 50 hours
Caitlin Styles	Special Ed. Teachers (for meetings)	\$44.00/hour	Per meeting
Janelle Lauterbach	Gen. Ed. Teachers (for meetings)	\$44.00/hour	Per meeting

**Minutes of the Regular Meeting
March 19, 2024**

11. Move to approve upon the recommendation of the Superintendent, the following staffing of the 2024-2025 ESY Program from July 1, 2024 through August 1, 2024, from 9:00-12:30, as detailed below:

2024- 2025 ESY July 1st – August 1st, 2024

Dates as follows:

Week 1: July 1-3 (Mon-Wed. No school July 4th)

Week 2: July 8-12 (Mon - Fri)

Week 3: July 15-18 (Mon-Thur)

Week 4: July 22-25 (Mon-Thur)

Week 5: July 29-Aug 1 (Mon-Thur)

Salary based on MEA staff contract

ESY Nurse:

Lisa Bruno	School Nurse	\$44.00/hour
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ESY Special Education Teachers:

Name	Position	Salary/Hour
Dayna Carroll	Special Education Teacher	\$44.00/hour
Julia Chirls	Special Education Teacher	\$44.00/hour
Jennifer Smith	Special Education Teacher	\$44.00/hour

Paraprofessionals:

Name	Position	Salary/Hour
Elizabeth Carpenter	Paraprofessional	\$28.15/hour
Carmine Ann Casolaro	Paraprofessional	\$29.23/hour
Nicole Ellis	Paraprofessional	\$29.23/hour
Marilyn Nacci	Paraprofessional	\$29.23/hour
Suzanne Tighe	Paraprofessional	\$28.15/hour
Sandra Vendas	Paraprofessional	\$29.23/hour
Maria DeAnna	Substitute Paraprofessional	\$29.23/hour

12. Move to approve upon the recommendation of the Superintendent, the extension of previously approved mentorships as follows:

**Minutes of the Regular Meeting
March 19, 2024**

Staff Member	Assignment (dates are approx.)	Fee Amount
Michelle Jamnik	Grace Elliott 2/15/24-4/25/24 (10 wks)	\$550 (CEAS) prorated=\$183.33
Paige Primmer	Jeni Starinsky 4/10/24-6/18/24 (10 wks)	\$550 (CEAS) prorated=\$183.33

XVI. Curriculum

The following motions were approved by roll call vote: **Curriculum #1**

Moved: Mr. Venes Seconded: Dr. Guidici Pietro
 RC: Dillon -yes Goodwin -yes Guidici Pietro - yes Hyman - yes
 Pupo - yes Schiano - absent Venes -yes

1. Move to approve upon the recommendation of the Superintendent, field trips as detailed to the Board of Education.

XVII. Policy

The following motions were approved by roll call vote: **Policy #1-2**

Moved: Mr. Goodwin Seconded: Dr. Guidici Pietro
 RC: Dillon -yes Goodwin - yes Guidici Pietro - yes Hyman - yes
 Pupo - yes Schiano - absent Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the first reading:

P 1140	Educational Equity Policies/Affirmative Action	Revised/Mandated
P 1523	Comprehensive Equity Plan	Revised/Mandated
P 1530	Equal Employment Opportunities	Revised/Mandated
P 1550	Equal Employment/Anti-Discrimination Practices	Revised/Mandated
P 2260	Equity in School and Classroom Practices	Revised/Mandated
P 5750	Equitable Educational Opportunities	Revised/Mandated

2. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the second reading and adoption:

P 3324	Right of Privacy	New/Suggested
P 4324	Right of Privacy	New/Suggested

**Minutes of the Regular Meeting
March 19, 2024**

P 5116	Education of Homeless Children and Youths	Revised/Recommended
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3. Move to approve upon the recommendation of the Superintendent, to abolish the following policy:

P 5755	Equity in Educational Programs and Services	Mandated/Abolish
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XVIII. Old Business - none

XIX. New Business - none

XX. Committee Reports - Dr. Guidici Pietro, PTO Liaison, thanked everyone who supported the successful PTO Spring fundraiser. She congratulated the 4th Grade PAL Girls' basketball team for winning the championship. Mr. Dillon mentioned the Budget & Finance Committee overviewed the preliminary budget. He also invited the mayor and town council to attend our meeting to be informed about our budget. Due to a conflict, they could not attend, but would review the recorded meeting and hope to attend the April meeting.

XXI. Public Participation - none

XXII. Adjournment - Resolution (Attachment #1)

A motion was made by Dr. Guidici Pietro at 9:15 p.m., seconded by Mr. Goodwin to adjourn. The motion was passed by unanimous voice vote, 6 ayes - 0 nays.

Respectfully Submitted,

Dana Sullivan
Interim Business Administrator/Board Secretary