

## Minutes of the Regular Meeting

July 23, 2019

# 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 Mr. James Ruban, Jr., at 7:05p.m. in the Beechwood School Susan O. Collier Media Center, 1497 Woodacres Drive, Mountainside, New Jersey.

### II. Roll Call

At roll call, the following members were present:

Mr. Dante Gioia  
Dr. Dana Guidici Pietro  
Mr. Jordan Hyman  
Mr. James Ruban, Jr.  
Mr. Carmine Venes

Also present were Janet Walling, Superintendent of Schools, Steve DiGeronimo, Interim School Business Administrator/Board Secretary.

Mr. Christopher Minks and Mrs. Candice Schiano arrived after roll call at 7:20 and 7:25 respectively.

### III. Executive Session - Resolution (Attachment #1)

Moved: Gioia Seconded: Guidici Pietro

RC:

Gioia -yes Guidici Pietro -yes Hyman -yes Ruban -yes  
Minks -abs Schiano -abs 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:

#### 1. Legal/Personnel

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.

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**THEREFORE BE IT RESOLVED**, that the Board adjourn to executive session at 7:07 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed may or may not be made public this evening. If an action results, it will be taken following reentry into regular session.

### **IV. Close Executive Session and Reconvene Public Session**

Moved: Gioia    Seconded: Guidici Pietro

RC:

Gioia -yes    Guidici Pietro -yes    Hyman -yes    Ruban -yes

Minks -yes    Schiano -yes    Venes -yes

The public meeting reconvened at 8:10 p.m.

### **V. Flag Salute**

### **VI. Approval of Minutes**

Moved: Gioia    Seconded: Hyman

RC:

Gioia -yes    Guidici Pietro -yes    Hyman -yes    Ruban -yes

Minks -abstain    Schiano -yes    Venes -yes

- ❖ Minutes of the Regular Meeting of June 25, 2019
- ❖ Minutes of the Executive Session of June 25, 2019

### **VII. Correspondence - none**

### **VIII. Public Participation - none**

### **IX. President's Report – Mr. Ruban welcomed our new Superintendent, Mrs. Janet Walling.**

### **X. Superintendent's Report**

- Mrs. Walling mentioned she has spent her first weeks meeting people and attending various meetings.
- Mrs. Walling reviewed the HIB Grade Report, noting Beechwood had 71 of a max. of 78, and Deerfield had 76 of a max. of 78.
- Mrs. Walling reported that Beechwood would be changing the dismissal procedures.
- Mrs. Walling discussed the draft of the school calendar and the August BOE meeting.

### **XI. Berkeley Heights Liaison Report – Mr. Gioia said there was no meeting to report.**

### **XII. Administration**

The following motions were approved by roll call vote: **Administration #2-7**

Item #1 was tabled.

Moved: Gioia    Seconded: Venes

RC:

Gioia -yes    Guidici Pietro -yes    Hyman -yes    Ruban -yes

Minks -yes    Schiano -yes    Venes -yes

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1. **BE IT RESOLVED**, that the Mountainside Board of Education has determined that the 5<sup>th</sup> of 5 goals (three Quantitative and two Qualitative Merit Goals) established in the employment contract for Nancy Lubarsky, Chief School Administrator, has been partially completed during the 2018-2019 school year; and

**BE IT FURTHER RESOLVED**, that the Business Administrator/Board Secretary shall forward a certified copy of this resolution to the Union County Interim Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1(e)(10)(iv); and

**BE IT FURTHER RESOLVED**, that upon receipt of confirmation of satisfaction of the above goals from the Union County Interim Superintendent of Schools, the applicable Merit Bonus provisions of the Chief School Administrator's contract shall be paid. Item #1 was tabled.

2. Move to accept the Superintendent's recommendations of HIB incident dated June 19, 2019.
3. Move to approve upon the recommendation of the Superintendent, the New Jersey Department of Education Waiver Application N.J.A.C. 6A:9-6.5c used primarily for emergent hiring to reflect the new Superintendent. (Attachment #2).
4. Move to approve upon the recommendation of the Superintendent, to authorize the Affirmative Action Team to conduct the needs assessment and develop the 2019-2022 state mandated Comprehensive Equity Plan.
5. Move to approve upon the recommendation of the Superintendent, to appoint Janet Walling as School Safety Specialist for the Mountainside School District for the 2019-2020 school year.
6. Move to approve upon the recommendation of the Superintendent, the Beechwood School and Deerfield School June 2019 safety and security drill reports (Attachment #3).
7. Move to approve upon the recommendation of the Superintendent, the payment of a registration fee of \$850 to FEA, to enroll Suzanne Jenks in the state mandated New Jersey Leader 2 Leader induction program.

### **XIII. Budget and Finance**

The following motions were approved by roll call vote: **Budget and Finance #1-5 and #7-11**  
Item #6 was tabled.

Moved: Gioia Seconded: Guidici Pietro

RC:

Gioia	-yes	Guidici Pietro	-yes	Hyman	-yes	Ruban	-yes
Minks	-yes	Schiano	-yes	Venes	-yes		

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of June 2019 (Attachment #4).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated July 1, 2019, through July 24, 2019 (Attachment #5).
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of May 2019 and the Financial Reports of the Board Secretary for the month of June 2019; and

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**WHEREAS**, the Board Secretary, Steven DiGeronimo, 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 June 2019:

**RESOLVED THAT**, the Board accepts the Treasurer Report for the month of June 2019 and the Financial Reports of the Board Secretary for June 2019 as submitted and certified (Attachment #6).

4. **WHEREAS**, this resolution was inadvertently omitted from the agenda of the June 25, 2019 meeting; and

**WHEREAS**, N.J.S.A. 18A:21-2, N.J.S.A.18A:7G-31 and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

**WHEREAS**, the Mountainside Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into its Capital, Maintenance and Tuition Reserve accounts at year-end; and

**WHEREAS**, the Mountainside Board of Education has determined that any excess surplus above the combination of the allowable 2% of adjusted expenditures at the conclusion of the 2018-19 fiscal year and all funds awarded by the New Jersey Department of Education for the 2018-19 Extraordinary Aid and/or Non-Public Transportation Aid is available for such transfer;

**THEREFORE, BE IT RESOLVED THAT**, the Board authorize the Business Administrator to make this transfer of all funds in excess of the allowable 2% of adjusted expenditures at the conclusion of the 2018-19 fiscal year and any and all funds awarded by the New Jersey Department of Education for 2018-19 Extraordinary Aid and/or Non-Public Transportation Aid consistent with all applicable laws and regulations in the amount not to exceed \$1,000,000 as follows; Tuition Reserve not to exceed \$500,000, Capital Reserve not to exceed \$350,000 and Maintenance Reserve not to exceed \$150,000 be made as of June 30, 2019, nunc pro tunc.

5. **BE IT RESOLVED THAT**, the Mountainside Board of Education adopts the revised 403(b) Plan Document effective July 23, 2019 (Attachment #7).
6. Move to approve upon the recommendation of the Superintendent, Greenwood Lawn Service for Lawn Care in the amount of \$16,857 effective July 1, 2019, through June 30, 2020 (Attachment #8).  
Item #6 was tabled.
7. Move to approve upon the recommendation of the Superintendent, the 2019-2020 Right to Know Services and Asbestos Management Services from RAMM Environmental Services, Inc., not to exceed \$4,850 (Attachment #9).
8. Move to approve upon the recommendation of the Superintendent, to contract with R&L DataCenters, Inc., Inc. for payroll and related services from July 1, 2019 to June 30, 2020 (Attachment #10).
9. Move to approve upon the recommendation of the Superintendent, to contract with CDK Systems, Inc. for accounting and personnel software services for \$9,400 for the 2019-2020 school year (Attachment #11).

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10. Move to approve upon the recommendation of the Superintendent, the hiring of JAG Consulting, LLC for technology services effective July 1, 2019 to June 30, 2020 at a rate of \$32.00 per hour, not to exceed \$15,000 (Attachment #12).
11. Move to approve upon the recommendation of the Superintendent, the 2019-2020 fee amounts for student activities in accordance with Board Policy 2436, Activity Participation Fee Program:

Activity	Fee
<b>Performing Arts:</b>	<b>\$40.00 Per Student Per Activity</b>
Art Enrichment	
Music Clubs not within school day (e.g. Jazz Band, Swing Singers)	
School Play	
<b>Clubs:</b>	<b>\$40.00 Per Student Per Activity</b>
Chess Grades K-2	
Chess Grades 3-5	
Chess Grades 6-8	
Ecology	
Technology	
<b>Athletics:</b>	<b>\$195.00 Per Student *</b>
Baseball	
Basketball	
Soccer	
Softball	

\*If a child plays two or more sports, the cost is \$300 for the year.

\*If two or more children in a family play a sport, the cost is \$150 per sport.

\*If two or more children in a family play two or more sports, the cost is \$250 for each child for the year.

### XIV. Personnel

The following motions were approved by roll call vote: **Personnel #1-14**

Moved: Gioia Seconded: Minks

RC:

Gioia -yes Guidici Pietro -yes Hyman -yes Ruban -yes

Minks -yes Schiano -yes Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the request for tuition reimbursement from Suzanne Jenks, taken at College of Saint Elizabeth for 2018 Fall & 2019 Spring sessions for six (6) graduate credits in the amount of \$3,900.00, as per tuition reimbursement allowed under Professional Growth, section D of her administrative contract. (Attachment #13).
2. Move to approve upon the recommendation of the Superintendent, the revised Maternity Disability Leave for Corrin Lavery, Grade 8 Teacher, effective September 3, 2019, until October 4, 2019. She will be permitted to utilize any accumulated sick days. It is also recommended that Ms. Lavery be granted an unpaid Family Leave from October 5, 2019, until December 1, 2019 in accordance with FMLA and NJFMLA. Ms. Lavery anticipates returning to work on December 2, 2019. (Attachment #14).
3. Move to approve upon the recommendation of the Superintendent, the revised Maternity Disability Leave for Jessica Goldstein, Special Education Teacher, effective September 3, 2019, until November 1, 2019.

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She will be permitted to utilize any accumulated sick days. It is also recommended that Ms. Goldstein be granted an unpaid Family Leave from November 4, 2019, until January 31, 2020 in accordance with FMLA and NJFMLA. Ms. Goldstein anticipates extending her leave and returning to work on March 30, 2020. (Attachment #15).

4. Move to approve, upon the recommendation of the Superintendent, the appointment of Dana Peterson, as an Orton Gillingham Reading Instructor, for up to 3 hours per week, at the rate of \$100/hour, from September 1, 2019 to June 18, 2020.
5. Move to approve upon the recommendation of the Superintendent, the resignation of Ali Eppinger, Reading Specialist/Basic Skills teacher, effective July 17, 2019, and to thank her for her service to the Mountainside School District (Attachment #16)
6. Move to approve upon the recommendation of the Superintendent, the resignation of Alicia Lang, paraprofessional, effective June 30, 2019, and to thank her for her service to the Mountainside School District (Attachment #17)
7. Move to approve upon the recommendation of the Superintendent, the resignation of Genevieve Cooper, lunch aide, effective June 30, 2019, and to thank her for her service to the Mountainside School District (Attachment #18).
8. Move to approve upon the recommendation of the Superintendent, the resignation of Patricia Sharkey, lunch aide, effective June 30, 2019, and to thank her for her service to the Mountainside School District (Attachment #19).
9. Move to approve upon the recommendation of the Superintendent, the addition of Kacie Worswick to the substitute list for the 2019-2020 school year (Attachment #20).
10. Move to approve upon the recommendation of the Superintendent, the appointment of Laura Chiappetta, Middle School Spanish Teacher, at a salary of \$61,851, Step 5 MA+30, effective September 1, 2019 – June 30, 2020 (Attachment #21). *\*salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*
11. Move to accept upon the recommendation of the Superintendent, the termination of employee # M0000544, effective July 23, 2019. (Attachment #22).
12. Move to accept upon the recommendation of the Superintendent, the resignation of Jennifer Griffith, 2<sup>nd</sup> grade teacher, effective July 23, 2019 and to thank her for her service to the Mountainside School District (Attachment #23).
13. Move to approve upon the recommendation of the Superintendent, the following staff members for summer employment:

*\*salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*

Staff Member	Assignment	Hours	Rate	Total
Laurie Wilson	Summer related data duties as needed	Not to exceed 40 hours	\$39.71 per hour	\$1,588.40

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Kristen DalCortivo	Summer related duties	Not to exceed 70 hours	\$39.71 per hour	\$2,779.70
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14. Move to approve upon the recommendation of the Superintendent, the 2019-2020 School Year Stipend Positions, contingent upon student enrollment for those student activities subsidized in accordance with Board Policy 2436, Activity Participation Fee Program (Attachment #24). *\*salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA.*

### **XV. Policy**

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

Moved: Minks Seconded: Gioia

RC:

Gioia -yes Guidici Pietro -yes Hyman -yes Ruban -yes

Minks -yes Schiano -yes Venes -yes

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

0141.1	Board Member and Term – Sending District	Revised / Recommended
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2. Move to approve upon the recommendation of the Superintendent, the following policies for second reading and adoption:

5330.04	Administering an Opioid Antidote	Revised / Mandated
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### **XVI. Old Business - none**

### **XVII. New Business – Mr. Gioia congratulated the 9U boys' baseball team.**

### **XVIII. Committee Reports - none**

### **XIX. Public Participation - none**

### **XX. Adjournment**

A motion was made by Dr. Guidici Pietro at 8:45 p.m., seconded by Mr. Minks to adjourn. The motion was passed by unanimous voice vote, 7 ayes - 0 nays.

Respectfully Submitted,

Mr. Steven DiGeronimo  
Interim School Business Administrator/Board Secretary