

**Minutes of the Regular Meeting
October 23, 2018**

Mountainside School District

Beechwood School, 1497 Woodacres Drive, Mountainside, NJ 07092
Deerfield School, 302 Central Avenue, Mountainside, NJ 07092

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 7:13 p.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 Guidiciopietro
Mrs. Kate Motz
Mrs. Jeane Parker
Mr. James Ruban, Jr.

Also present were Dr. Nancy Lubarsky, Chief School Administrator and Mrs. Donna Alonso, School Business Administrator/Board Secretary.

III. Executive Session – The following resolution was approved by roll call vote:

Moved: Gioia	Seconded: Guidiciopietro		
RC) Gioia – Yes	Guidiciopietro – Yes	Minks – Absent	
Motz – Yes	Parker – Yes	Ruban – Yes	Venes – Absent

Mr. Minks arrived after roll call at 7:30

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 when that will be.

THEREFORE BE IT RESOLVED, that the Board adjourn to executive session at 7:15 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.

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IV. Close Executive Session and Reconvene Public Session

Moved: Minks Seconded: Gioia
RC) Gioia – Yes Guidiciopietro – Yes Minks – Yes Motz – Yes
Parker – Yes Ruban – Yes Venes – Absent

The public meeting was reconvened at 8:03 p.m.

V. Flag Salute

VI. Approval of Minutes

Moved: Parker Seconded: Gioia
RC) Gioia – Yes Guidiciopietro – Yes Minks – Abstain Motz – Yes
Parker – Reg. and 1st –Abstain, 2nd Exec. -Yes Ruban – Yes Venes – Absent

- ❖ Minutes of the Regular Meeting of September 25, 2018
- ❖ Minutes of the 1st Executive Session of September 25, 2018
- ❖ Minutes of the 2nd Executive Session of September 25, 2018

VII. Correspondence - None

VIII. Public Participation - None

IX. President's Report - None

X. Chief School Administrator's Report

Dr. Lubarsky announced:

- Achievement Awards were presented to the Mountainside Mid-Atlantic Regional winning baseball team.
- The Watts Foundation donation in the amount of \$25,000 was received and used for wish list items for both schools.
- Along with other faculty, the PARCC testing results.

XI. Berkeley Heights Liaison Report

Mrs. Parker reported on the following items:

- Berkeley Heights Superintendent, Mrs. Judy Rattner's last Board of Education meeting was October 11th and Dr. Richard Noonan was hired as the Interim Superintendent. A search for a permanent replacement will start soon, ideally having someone in place by the summer of 2019.
- College Night was a great success with over 130 schools in attendance.

XII. Administration

The following motions were approved by roll call vote: **Administration: #1-4**

Moved: Gioia Seconded: Guidiciopietro

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RC) Gioia – Yes	Guidici Pietro – Yes	Minks – Yes	Motz – Yes
Parker – Yes	Ruban – Yes	Venes – Absent	

1. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 Nursing Services Plan. (Attachment #2).
2. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 District Professional Development Plan Statement of Assurance (Attachment #3)
3. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 District Mentoring Plan Statement of Assurance (Attachment #4)
4. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools September 2018 safety and security drill reports (Attachment #5).

XIII. Budget and Finance

The following motions were approved by roll call vote: **Budget & Finance: #1-13**

Moved: Gioia	Seconded: Guidici Pietro		
RC) Gioia – Yes	Guidici Pietro – Yes	Minks – Yes	Motz – Yes
Parker – Yes	Ruban – Yes	Venes – Yes	

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of September 2018. (Attachment #6).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated October 1, 2018, through October 31, 2018 (Attachment #7).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Treasurer of School Monies for the month of September 2018 and the preliminary Financial Reports of the Board Secretary for the month of September 2018; and

WHEREAS, the Board Secretary, Donna Alonso, 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 September 2018:

RESOLVED THAT, the Board accepts the Treasurer Report for the months of September 2018 and the Financial Reports of the Board Secretary for September 2018 as submitted and certified (Attachment #8).

4. Move to approve upon the recommendation of the Chief School Administrator, the acceptance of a \$25,000 grant from the Watts Foundation to be used for the following: Media Center books, field trips, and FM Listening Systems for PEAK (at Beechwood), Media Center Maker Space kits, an Outdoor Classroom, and Shakespeare Performance workshops (at Deerfield), and standing desks, audio & eBooks at both schools.

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5. Move to approve upon the recommendation of the Chief School Administrator, the annual Comprehensive Maintenance Plan (Attachment #9).
6. Move to approve upon the recommendation of the Chief School Administrator, the Resolution/Agreement for Participation in Coordinated Transportation Services provided by the Union County Educational Services Commission, for the 2018-2019 school year (Attachment #10).
7. Move to approve upon the recommendation of the Chief School Administrator, the Agreement for Fixed Asset reporting services provided by Duff & Phelps, LLC, in the amount of \$950, for the 2018-2019 school year (Attachment #11).
8. Move to approve upon the recommendation of the Chief School Administrator, the attached list of Independent Contractors/Agencies for regular and classified students if needed during the 2018-2019 school year (Attachment #12).
9. Move to rescind the motion from the August 28, 2018 agenda, Budget and Finance #9.
10. Move to approve upon the recommendation of the Chief School Administrator, a parent transportation contract, pursuant to the requirements of N.J.S.A. 18A: 39.1 et seq. and N.J.A.C. 6A: 27-9.9, between the Mountainside Board of Education and the parent/legal guardians of student I.D. #9155768730 for 2018-2019 ESY and Regular School Year (Attachment #13).
11. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #14).
12. Move to approve in accordance with MBOE policy 6471, School District Travel, and upon the recommendation of the Chief School Administrator, the travel and related expenses itemized in (Attachment #15). 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.
13. Move to approve in accordance with MBOE policy 6471, School District Travel, and upon the recommendation of the Chief School Administrator, the travel and related expenses for S. Bradley on October 12, 2018 to Teacher's College for a Digital Nonfiction Reading Workshop, in the amount of \$24.00. 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.

XIV. Personnel

The following motions were approved by roll call vote: **Personnel: #1-15**

Moved: Gioia

Seconded: Minks

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RC) Gioia – Yes	Guidici Pietro – Yes	Minks – Yes	Motz – Yes
Parker – Yes	Ruban – Yes	Venes – Absent	

1. Move to approve the merit goals for Dr. Nancy Lubarsky, Chief School Administrator, for the 2018-19 school year, as approved by the Executive County Superintendent (Attachment #16).
2. Move to approve, upon the recommendation of the Superintendent, the release of Donna Alonso from her duties and official position as Business Administrator / Board Secretary effective end of the business day on October 31, 2018 with pay and benefits through December 31, 2018 as set forth in Employment contract.
3. Move to approve upon the recommendation of the Chief School Administrator, the appointment of J. Steven DiGeronimo, Interim School Business Administrator and Board Secretary, for the 2018-2019 year at a per diem rate of \$600 per day, not to exceed 3 days per week, effective November 1, 2018 to June 30, 2019, in accordance with Employment Contract approved by the Executive County Superintendent of Schools.
4. Move to approve upon the recommendation of the Chief School Administrator, up to 3 days in October of compensation for J. Steven DiGeromino (new Business Administrator/Board Secretary) at a rate of \$600/day for transition with current Business Administrator/Board Secretary.
5. Move to approve upon the recommendation of the Chief School Administrator, Maternity Disability Leave for Kaitlin Elliott, part-time Special Education Teacher, effective January 3, 2019, until March 21, 2018. She will be permitted to utilize any accumulated sick days. It is also recommended that Mrs. Elliott be granted an unpaid Family Leave from January 31, 2019 until March 1, 2019 in accordance with FMLA and NJFMLA. Mrs. Elliott anticipates returning to work on March 7, 2019 (Attachment #18).
6. Move to approve upon the recommendation of the Chief School Administrator, the revised appointment of Margaret Barsa, Special Education Teacher, from full-time to part-time at a salary of \$22,481.20 (40% of 56,203), Step 1 MA, effective October 16, 2018 until June 30, 2019.
7. Move to approve upon the recommendation of the Chief School Administrator, Kathy Goldbeck for homebound instruction not to exceed 10 hours (in total) per week, at a rate of \$39.71/hour, from October 15, 2018 until approximately November 7, 2018.
8. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Ellie Barkin, 6th Grade Science Teacher, to the stipend position of Technology/Audio Visual Club Advisor, for the 2018-2019 school year, at a rate of \$32.19 per session, not to exceed 30 sessions.
9. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Timothy Jaqua, to the stipend position of Girls' Basketball Coach, for the 2018-2019 school year, at a rate of \$2,868. (Attachment #19)

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10. Move to approve upon the recommendation of the Chief School Administrator, the appointment of the following staff members to the stipend position of TEP teacher, at a rate of \$32.19 per hour:

Elena Bentey
Kristen Haas
Holly Loffredo
Rosemarie Sardina
April Starling

11. Move to approve upon the recommendation of the Chief School Administrator, the addition of Alexander Choma to the 2018-2019 Substitute Teacher List (Attachment #20).
12. Move to approve upon the recommendation of the Chief School Administrator, Bridget Lawrence, Paraprofessional, to work an additional 7 hours per week for the 2018-2019 school year, to cover the maternity leave of Ms. Steitz.
13. Move to approve upon the recommendation of the Chief School Administrator, Susan Gerakaris, Paraprofessional, to work an additional 7 hours per week for the 2018-2019 school year, to cover the maternity leave of Ms. Steitz.
14. Move to approve upon the recommendation of the Chief School Administrator, the following staff members to serve as a mentors for the 2018-2019 school year:

Staff Member	Assignment	Amount
Stephanie Ianniello	Colleen Kelly 10/1/18 –3/22/19	\$516.60

15. Move to approve upon the recommendation of the Chief School Administrator, the addition of Jesse Winter to the 2018-2019 Substitute Teacher List (Attachment #20b)

XV. Curriculum

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

Moved: Guidicipietro Seconded: Gioia
 RC) Gioia – Yes Guidicipietro – Yes Minks – Yes Motz – Yes
 Parker – Yes Ruban – Yes Venes – Absent

1. Move to approve upon the recommendation of the Chief School Administrator, the following field trips for the 2018-2019 school year:

Date	Destination	Grade	Teacher in Charge	Estimated Cost
10/25/2018	Deerfield School (Teddy Bear making w/ 8 th gr.)	Kindergarten	Ms. Hunter	Busing: \$240.00 Paid by BOE

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10/27/2018	Columbia Middle School	5-8	Ms. Barkin	\$0
10/30/2018	Deerfield School (Teddy Bear making w/ 8 th gr.)	Kindergarten	Mrs. Lauterbach	Busing: \$240.00 Paid by BOE
11/15/18	SOPAC - Pinocchio	PEAK & Kindergarten	Mrs. Lauterbach	Admission: 1210.00 Paid by WATTS Busing: \$840.00 Paid by WATTS
12/2/2018	Bound Brook High School (Robotics Competition)	Grades 5-8	Ms. Barkin	\$0
1/15/2019	Deerfield School (Teddy Bear making w/ 8 th gr.)	Kindergarten	Ms. Herscheit	Busing: \$240.00 Paid by BOE
3/1/19	SOPAC – Beauty and the Beast	1 st and 2 nd grades	Mrs. Lauterbach	Admission: \$1368.00 Paid by WATTS Busing: \$840.00 Paid by WATTS
3/22/2019	Deerfield School (Teddy Bear making w/ 8 th gr.)	Kindergarten	Ms. Ianniello	Busing: \$240.00 Paid by BOE
3/27/2019	Governor Livingston High School (orientation)	8th	Ms. DalCortivo	Bussing: \$490.00 Paid by BOE
4/23/2019	Deerfield School (Teddy Bear making w/ 8 th gr.)	Kindergarten	Ms. MacConnell	Busing: \$240.00 Paid by BOE
5/9/19-5/10/19	Washington, DC	8th	Mr. Young	\$35,598.00 (total) BOE=\$9,000 PTO=\$2,960 Student Council=\$500
5/23/19	NJ Renaissance Fair	7th	Ms. Isaacs	\$2,132 Paid for by PTO

XVI. Policy

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

Moved: Gioia	Seconded: Minks		
RC) Gioia – Yes	Guidici Pietro – Yes	Minks – Yes	Motz – Yes
Parker – Yes	Ruban – Yes	Venes – Absent	

1. Move to approve upon the recommendation of the Chief School Administrator, the following policies for second reading and adoption:

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5350	Student Suicide Prevention	Revised Mandated
5533	Student Smoking	Revised Mandated
8561	Procurement Procedures for School Nutrition Programs	New

2. Move to approve upon the recommendation of the Chief School Administrator, the following policies for first reading:

2431	Athletic Competition	Revised Mandated
5535	Passive Breath Alcohol Sensor Device	Revised Mandated
8462	Reporting Potentially Missing or Abused Children	Revised Mandated
8550	Unpaid Meal Charges/Outstanding Food Service Charges	Revised Mandated
1613	Disclosure and Review of Applicant's Employment History	New Mandated

XVII. Old Business

Mrs. Parker requested to revisit Policy #7510 on the next agenda.

Mr. Minks reported that he met with the new Councilwoman, and he wants to coordinate our school facility use in Policy #7510, with the town ordinance.

XVIII. New Business - None

XIX. Committee Reports

Buildings & Grounds: Mr. Gioia discussed the remaining money left in the referendum to repair the Beechwood canopy. Capital Reserves could be used to complete the project. There is a proposal to expand Beechwood parking lot. Architects will be providing costs.

Strategic Planning: Mrs. Motz is reported that Dr. Lubarsky will put together a detailed presentation soon to review, based on the outline the committee provides.

XX. Public Participation

A community member expressed concern about school security information. Dr. Lubarsky responded that any concerns should first be brought to the building administrator's attention. She also mentioned that there is a parent information session planned for April 2019.

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XXI. Executive Session - none

XXII. Adjournment

A motion was made by Mrs. Parker at 10:02 p.m., seconded by Mr. Minks to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

Mrs. Donna Alonso
School Business Administrator/Board Secretary