

Minutes of the Regular Meeting

April 30, 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 7:10 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 Guidici Pietro
Mr. Jordan Hyman
Mr. Christopher Minks
Mr. James Ruban, Jr.
Mrs. Candice Schiano
Mr. Carmine Venes

Also present were Dr. Lubarsky, Chief School Administrator, Steve DiGeronimo, Interim School Business Administrator/Board Secretary.

III. Executive Session - Resolution (Attachment #1)

Moved: Gioia Seconded: Guidici Pietro

RC:

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

Minks -yes Schiano -yes 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 7:12 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 8:00 p.m.

V. Flag Salute

VI. Approval of Minutes

Moved: Minks Seconded: Hyman

RC:

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

- ❖ Minutes of the Regular Meeting of March 26, 2019
- ❖ Minutes of the Executive Session of March 26, 2019
- ❖ Minutes of the Special Meeting of April 9, 2019
- ❖ Minutes of the Executive Session of April 9, 2019

VII. Correspondence - none

VIII. Public Participation - none

IX. President's Report - none

X. Chief School Administrator's Report

- Dr. Lubarsky announced that the NAMM Foundation named Mountainside as one of 2019 Best Communities for Music Education and thanked Mr. Wise and Mr. Rosenblum for their achievements in the music program.
- Mr. Wise and Mr. Rosenblum introduced the Middle School Jazz Band and 7th grade Acapella Groups to perform.
- Dr. Lubarsky recognized and awarded 15 students who performed at the MUJC Music Festival.
- Dr. Lubarsky recognized and awarded Gina Fabio, Michael Healy, Olga Brazhnikova and Julia Hyman for their accomplishments in various art contests and exhibitions.
- Dr. Lubarsky introduced Mr. DiGeronimo to review the final budget presentation for 2019-20.

XI. Berkeley Heights Liaison Report

Mr. Gioia announced Dr. Melissa Varley was named the new superintendent at Governor Livingston High School. Mr. Gioia also discussed the testing results from GL.

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XII. Administration

The following motions were approved by roll call vote: **Administration #1-3**

Moved: Gioia Seconded: Guidicipietro

RC:

Gioia -yes Guidicipietro -yes Hyman -yes Ruban -yes

Minks -yes Schiano -yes Venes -yes

1. Move to approve upon the recommendation of the Chief School Administrator, a change to the 2018-2019 school district calendar, due to unused snow days, establishing April 22, May 24 and May 28, as days on which schools will be in closed, pending any emergency closings. (Attachment #2).
2. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools March 2019 safety and security drill reports (Attachment #3).
3. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools Bus Emergency Evacuation Drill Reports (Attachment #4).

XIII. Budget and Finance

The following motions were approved by roll call vote: **Budget and Finance #1-9**

Moved: Minks Seconded: Gioia

RC:

Gioia -yes Guidicipietro -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 March 2019 (Attachment #5).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated March 28, 2019, through April 30, 2019 (Attachment #6).
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of March 2019 and the Financial Reports of the Board Secretary for the month of March 2019; and

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 March 2019:

RESOLVED THAT, the Board accepts the Treasurer Report for the month of March 2019 and the Financial Reports of the Board Secretary for March 2019 as submitted and certified (Attachment #7).

4. **WHEREAS**, the Mountainside Board of Education adopted a tentative budget on March 18, 2019 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 4, 2019; and

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WHEREAS, the tentative budget was advertised in the legal section of the Westfield Leader on April 18, 2019; and

| | GENERAL FUND | SPECIAL REVENUES | DEBT SERVICE | TOTAL |
|-----------------------------------|-------------------------|-----------------------------|-------------------------|--------------|
| 2018-19 Total Expenditures | \$18,518,192 | \$218,287 | \$1,686,815 | \$20,423,294 |
| Less: Anticipated Revenues | \$2,164,773 | \$218,287 | \$453,376 | \$2,836,436 |
| Taxes to Be Raised | \$16,353,419 | \$0 | \$1,233,439 | \$17,586,858 |

NOW THEREFORE, BE IT RESOLVED that the Mountainside Board of Education hereby adopts the 2019-2020 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds tax levy \$16,353,419 for the ensuing School Year 2019-2020 and,

BE IT RESOLVED that there should be raised for Debt Service tax levy, \$1,233,439, for the ensuing School Year 2019-2020.

WHEREAS, the Mountainside 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 Chief School Administrator 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 \$500 per authorized 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 1st through June 30th); 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; and

THEREFORE, BE IT RESOLVED, that 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 \$16,500 for all staff and Board members.

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5. **RESOLVED**, that the Mountainside Board of Education set the annual fee for Subscription Busing for SY 2019-2020 at \$450.
6. Move to approve upon the recommendation of the Chief School Administrator, the agreement between the Union County Educational Services Commission and the Mountainside Board of Education for Special Education and Vocational Technical Schools Coordinated Transportation Services for the 2019-2020 school year (Attachment #8).

7. Move to approve upon the recommendation of the Chief School Administrator, the donations from the following:

| | | |
|---|--|---|
| Mr. Singh (local Exxon station) | \$500 | To be used for the new outdoor learning space at Deerfield School |
| Watts Foundation | \$6,000 | To be used to purchase non-fiction research topics for the Deerfield Media Center |
| Mountainside Softball Association (disbanded organization) | Used 2012 Bobcat Pro-Cut tractor valued at approx. \$4,000 | To be used for grounds maintenance |

8. **WHEREAS** on February 26, 2019, the Board of Education authorized Steve DiGeronimo, Business Administrator, to solicit bids for the Deerfield School Science Classroom Renovations,

WHEREAS Solutions Architecture received and submitted 3 contractor proposals for the project on April 17, 2019 at 1:00 p.m. to the Board Office as follows:

| Company | Altec Inc. Whippany, NJ | Salazar & Associates Inc. Union, NJ | Apex Enterprises of Union Inc. Neptune City, NJ |
|--------------------|------------------------------------|--|--|
| Base Bid | \$184,999 | \$196,000 | \$199,000 |
| Alternate #1 | \$50,000 | \$28,600 | \$34,000 |
| Total (Base + Alt) | \$234,999 | \$224,600 | \$233,000 |

WHEREAS Altec Inc. of Whippany, NJ provided the lowest bid of \$184,999, inclusive of the \$7,500 allowance. Altec also submitted Alternate Bid #1 for \$50,000, for a total bid of \$234,999. It was determined that Alternate #1 should be rejected.

THEREFORE, the Board will accept the base bid only and reject the alternate bid for a total amount of \$184,999 and award the contract to Altec Inc. to provide construction services for the Deerfield School science lab project.

BE IT FURTHER RESOLVED, the project will be funded by Capital Reserve Funds from the 2019-20 school year budget.

9. **RESOLVED**, that the Mountainside Board of Education approve the contract with Nickerson Corporation, in the amount of \$101,543.11 to furnish and install Science Laboratory equipment in conjunction with the Deerfield School science lab project. This contract was procured through ESCNJ Cooperative Contract #17/18-16.

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XIV. Personnel

Prior to the vote, Dr. Lubarsky introduced Suzanne Jenks as the new principal of Beechwood.

The following motions were approved by roll call vote: **Personnel #1-9**

Moved: Minks Seconded: Hyman

RC:

Gioia -yes Guidicipietro -yes Hyman -yes Ruban -yes
Minks -yes Schiano -yes Venes -yes

1. Move to approve upon the recommendation of the Chief School Administrator, the employment contract of Suzanne Jenks, Beechwood Principal, for the 2019-2020 school year. (Attachment #9)
2. Move to approve upon the recommendation of the Chief School Administrator, the certificated tenured personnel list for the 2019-2020 school year (Attachment #10).
3. Move to approve upon the recommendation of the Chief School Administrator, the certificated non-tenured personnel list for the 2019-2020 school year (Attachment #11).
4. Move to approve upon the recommendation of the Chief School Administrator, the secretaries and custodians list for the 2019-2020 school year (Attachment #12).
5. Move to approve upon the recommendation of the Chief School Administrator, the addition of Tara Felitto to the 2018-2019 Substitute Teacher List. (Attachment #13).
6. Move to approve upon the recommendation of the Chief School Administrator, Maternity Disability Leave for Michelle Jamnik, Special Education Teacher, effective September 5, 2019, until November 8, 2019. It is recommended that Ms. Jamnik be granted an unpaid Family Leave from September 5, 2019, until November 8, 2019 in accordance with FMLA and NJFMLA. Ms. Jamnik anticipates returning to work on November 11, 2019. (Attachment #14).
7. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Ramona Dunning to the position of 4th grade teacher, at a salary of \$56,203, MA Step 1, effective September 1, 2019 until June 30, 2020. **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA.*
8. Move to approve, upon the recommendation of the Chief School Administrator, Dana Peterson, for Orton Gillingham training for a diagnostic period, for up to 3 hours per week, at the rate of \$100/hour, not to exceed 36 sessions, from May to July 2019. (Student ID #2730742209)
9. Move to approve upon the recommendation of the Chief School Administrator, the resignation of Tara Pirozzoli, LDT-C, effective June 30, 2019, and to thank her for her service to the Mountainside School District (Attachment #14A).

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XV. Curriculum

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

Moved: Gioia Seconded: Guidicipietro

RC:

Gioia -yes Guidicipietro -yes Hyman -yes Ruban -yes

Minks -yes Schiano -yes Venes -yes

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 |
|---------------------------|--|-----------------------------|-----------------------------|--|
| 5/23/19 (revised date) | Spanish Tavern | 8 | Ms. Contreras Ms. Lavery | Students - \$1,700 BOE Buses - \$280 |
| 5/31/19 | Music in the Park Festival- Jackson, NJ | Gr. 6-8 Band & Chorus | Mr. Wise Mr. Rosenblum | Students - \$65/student Buses - \$1950 MEF grant- \$3000 total: \$8,874 |

XVI. Policy

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

Moved: Hyman Seconded: Gioia

RC:

Gioia -yes Guidicipietro -yes Hyman -yes Ruban -yes

Minks -yes Schiano -yes Venes -yes

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

| | | |
|------|---|--------------------|
| 5612 | Assaults on District Board of Education Members or Employees | Revised / Mandated |
| 5613 | Removal of Students for Assaults with Weapons Offenses | Revised / Mandated |
| 8461 | Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses | Revised / Mandated |

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

| | | |
|------|---|--------------------|
| 5600 | Student Discipline/Code of Conduct | Revised / Mandated |
| 5611 | Removal of Students for Firearms Offenses | Revised / Mandated |

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XVII. Old Business - none

XVIII. New Business – none

XIX. Committee Reports

- Dr. Guidiciopietro, PTO Liaison reported on the Crilly Scholarship Fundraiser and read a letter of thanks from the family.
- Mr. Minks, Negotiation Committee, mentioned that negotiations have achieved a settlement, pending completion of the salary guides.

XX. Public Participation -none

XXI. Adjournment

A motion was made by Mr. Gioia at 9:05 p.m., seconded by Dr. Guidiciopietro 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