

**Minutes of the Regular Meeting  
February 23, 2016**

# 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 7:06 p.m. in the 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  
Mrs. Cathy Jakositz  
Mr. Christopher Minks  
Mrs. Kate Motz  
Mrs. Jeane Parker  
Mr. James Ruban, Jr.  
Mr. Carmine Venes

Also present were Dr. Nancy Lubarsky, Chief School Administrator, and Mr. Eric Larson, School Business Administrator/Board Secretary.

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

Moved: Venes	Seconded: Gioia		
RC) Gioia – Yes	Jakositz – Yes	Minks – Yes	
Motz – Yes	Parker – Yes	Ruban – 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 when that will be.

**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.

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The public meeting was reconvened at 8:06 p.m.

**IV. Flag Salute**

**V. Approval of Minutes**

Moved: Minks	Seconded: Jakositz		
RC) Gioia – Abstain	Jakositz – Yes	Minks – Yes	
Motz – Yes	Parker – Yes	Ruban – Yes	Venes – Abstain

- ❖ Minutes of the Regular Meeting of January 26, 2016
- ❖ Minutes of the Executive Session of January 26, 2016

**VI. Correspondence - None**

**VII. Public Participation - None**

**VIII. President’s Report - None**

**IX. Chief School Administrator’s Report**

Dr. Lubarsky stated that the Teacher/Educational Service Professional of the Year/Support Staff Member of the Year deadline is this Friday, February 26<sup>th</sup>.

Dr. Lubarsky reminded everyone that the Budget Hearing is Wednesday, March 16<sup>th</sup>.

Dr. Lubarsky discussed the Sustainable Schools membership resolution.

Dr. Lubarsky highlighted the latest grants that were received and approved.

**X. Berkeley Heights Liaison Report**

Mrs. Jeane Parker reported on the following items:

- Robotic Club qualified for state championship
- Fashion show was well attended
- Project graduation funding underway
- Technology roadmap was presented
- iPad program does not currently include a recycling of iPads to Deerfield

**XI. Administration**

The following motions were approved by roll call vote: **Administration: #1-5**

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

1. **BE IT RESOLVED**, that the Mountainside Board of Education has determined that the fifth of the five Quantitative and Qualitative Merit Goals established in the employment

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contract for Nancy Lubarsky, Chief School Administrator, has been satisfied and was achieved during the 2014-2015 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 goal from the Union County Interim Superintendent of Schools, the applicable Merit Bonus provisions of the Superintendent's contract in the amount of \$4,828.50 (3.33%) shall be paid.

2. **WHEREAS**, the Mountainside Board of Education seeks to participate in *Sustainable Jersey for Schools* to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

**WHEREAS**, the Mountainside Board of Education and District Superintendent seek to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

**WHEREAS**, extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

**WHEREAS**, many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.;

**WHEREAS**, sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

**WHEREAS**, The Mountainside Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as "Green Team"), based on the guidance of *Sustainable Jersey for Schools*. (See the "Create A Green Team" action. Your district "Green Team" can be designated from a pre-existing group within the district if desired.).

**WHEREAS**, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

**WHEREAS**, The Mountainside Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

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**THEREFORE, it is resolved** that Mountainside Board of Education agrees to participate in *Sustainable Jersey for Schools*, and it is the board's intention to pursue certification for schools in the district.

**We hereby appoint** Christopher Minks to be the district's liaison to Sustainable Jersey for Schools.

**We do hereby recognize** Beechwood and Deerfield Public Schools as the agents to carry out our commitment to building a sustainable school district through the implementation of *Sustainable Jersey for Schools* actions.

**We agree to** complete district actions and to support the district's schools in completing their actions.

3. **WHEREAS**, N.J.A.C. 6A: 23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2016-2017 school year; and

**WHEREAS**, the Mountainside Board of Education, desires to apply for this waiver due to the fact that it projects having two Medicaid eligible classified students and is therefore not required to participate in SEMI.

**NOW THEREFORE BE IT RESOLVED**, that the Mountainside Board of Education hereby authorizes the Chief School Administrator to accept the waiver approval issued by the Executive County Superintendent of Schools in the County of Union following submission of an appropriate waiver of the requirements of N.J.A.C. 6A: 23A-5.3 for the 2016-2017 school year.

4. Move to approve upon the recommendation of the Chief School Administrator, HIB Investigation Summary dated February 11, 2016.
5. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools January 2016 safety and security drill reports (Attachment #2).

**XII. Budget and Finance**

The following motions were approved by roll call vote: **Budget & Finance: #1-10**

Moved: Minks	Seconded: Gioia		
RC) Gioia – Yes	Jakositz – 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 January 2016 (Attachment #3).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated February 1, 2016, through February 29, 2016 (Attachment #4).

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3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of January 2016 and the Financial Reports of the Board Secretary for the month of January 2016; and

**WHEREAS**, the Board Secretary, Eric Larson, 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 January 2016:

**RESOLVED THAT**, the Board accepts the Treasurer Report for the month of January 2016 and the Financial Reports of the Board Secretary for January 2016 as submitted and certified (Attachment #5).

4. Move to approve upon the recommendation of the Chief School Administrator, the PowerSchool Shared Service Agreement between the Mountainside Board of Education and the Berkeley Heights Board of Education effective July 1, 2015 through June 30, 2018 (Attachment #6).
5. **BE IT RESOLVED:** The Mountainside Board of Education SHBP/SEHBP #115500 hereby resolves to exercise its employer premium delay option under the State Health Benefits Program and/or School Employees' Health Benefits Program as selected above, commencing with the July 2016 premium. We understand that, should our group elect to terminate State Health Benefits Program and/or School Employees' Health Benefits Program participation sometime in the future or the Programs cease to exist, any delayed premiums will become due and payable immediately. We understand that this premium delay shall take effect 60 days following receipt of this resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission. Since employee premium contributions are tax deferred, the submission of those contributions cannot be delayed or used for any other purpose other than the payment of healthcare premiums. Therefore, employee premium contributions must be remitted timely.

We understand, in accordance with N.J.S.A. 17:9-5.3(b), that full payment of health benefit charges must be received on or before the due date printed on the bill and that interest shall be applied to the total transmittal of health benefit charges from the day following the due date until the day payment is received. Coverage for employees and retirees may be terminated for amounts 90 or more days past due.

6. **RESOLVED THAT**, the Mountainside Board of Education will not require the Concordia Learning Center at St. Joseph's School for the Blind to charge students attending for the 2016-2017 school year for reduced or paid school lunches (Attachment #7).
7. Move to approve upon the recommendation of the Chief School Administrator, to accept the following donations:

Elks	\$2,000.00	Book Bag Program (Beechwood)
MEF	\$795.00	Sky Dome (Beechwood)
MEF	\$1,000.00	Buddy Bench (Beechwood)

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MEF	\$3,500.00	West African Dance (Beechwood)
Watts	\$5,795.00	Materials for Deerfield Media Center

8. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #8).
9. 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 #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.
10. Move to approve upon the recommendation of the Chief School Administrator, agreement for the payment of the 2014-2015 school year tuition adjustment to Berkeley Heights of \$558,768 over three school years as follows: 2016-2017 \$65,000; 2017-2018 \$300,000; 2018-2019 \$193,768 (Attachment #9A).

**XIII. Personnel**

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

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

1. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Deborah Weiss or April Starling to accompany the basketball teams at away games, for supervision on the bus, at an hourly stipend amount of \$32.19.
2. Move to approve upon the recommendation of the Chief School Administrator, the addition of Nicole Bailly to the 2015-2016 Substitute List (Attachment #10).
3. Move to approve upon the recommendation of the Chief School Administrator, the addition of Frank Harpster to the 2015-2016 Substitute List (Attachment #11).
4. Move to approve upon the recommendation of the Chief School Administrator, the addition of Heather Christoph to the 2015-2016 Substitute List (Attachment #12).

**XIV. Curriculum**

The following motion was approved by roll call vote: **Curriculum: #1**

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

1. Move to approve upon the recommendation of the Chief School Administrator, the following field trips for the 2015-2016 school year:

Date	Destination	Grade	Teacher in Charge	Estimated Cost
2/19/16	Bergen County	7 <sup>th</sup> & 8 <sup>th</sup>	Heather Goldstein	Bus: \$296.51 Paid

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	Community College	Grade Rogate Students		by BOE
5/3/2016	Jenkinson's Aquarium	K	Stephanie Ianniello	Admission: \$421.00 <b>Paid by PTA</b> \$112.00 <b>Paid by Chaperones</b> Buses: \$706.78 <b>Paid by PTA</b>
5/4/2016	Liberty Science Center	2	Caitlin Murphy	Admission: \$1244.50 <b>Paid by PTA</b> IMAX Theater Admission: \$438.50 <b>Paid by MEF</b> Admissions- IMAX/Center \$272.50 <b>Paid by Chaperones</b> Buses: \$1060.17 <b>Paid by PTA</b> Parking: \$30-\$10 per bus (cash) <b>Paid from Petty Cash</b>
5/25/2016  Raindate: 6/1/16	Turtleback Zoo	1	Kristin Trentham	Admission: \$684.00 <b>Paid by PTA</b> \$144.00 <b>Paid by Chaperones</b> Buses: \$706.78 <b>Paid by PTA</b>

**XV. Policy**

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

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

1. Move to approve upon the recommendation of the Chief School Administrator, the following policy for final reading and adoption at the March 22<sup>nd</sup> Board Meeting:

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7510	Use of School Facilities	Revised
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**XVI. Old Business - None**

**XVII. New Business - None**

**XVIII. Committee Reports**

Mr. Minks gave an update on the following items:

- Berkeley Heights Negotiations
- Liaison with the senior citizens
- Affordable housing situation in Mountainside

Mr. Gioia gave an update on the referendum projects.

**XIX. Public Participation – None**

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

Moved: Gioia	Seconded: Minks		
RC) Gioia – Yes	Jakositz – Yes	Minks – Yes	
Motz – Yes	Parker – Yes	Ruban – 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 when that will be.

**THEREFORE BE IT RESOLVED**, that the Board adjourn to executive session at 9:00 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.

No action will be taken.

**XXI. Adjournment**

A motion was made by Mr. Minks at 9:30 p.m., seconded by Mrs. Jakositz to adjourn. The motion was passed by a unanimous voice vote.



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Respectfully Submitted,

Mr. Eric D. Larson  
School Business Administrator/Board Secretary