

**Minutes of the Regular Meeting
April 18, 2023**

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. Vivian Pupo, at 6:32 p.m.

II. Roll Call

At roll call, the following members were present:

Mr. Bill Dillon
Mr. Michael Goodwin
Dr. Dana Guidicipietro
Mr. Jordan Hyman
Mrs. Vivian Pupo
Mrs. Candice Schiano
Mr. Carmine Venes

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

III. Executive Session - Resolution (Attachment #1)

Moved:	<u>Mr. Hyman</u>	Seconded:	<u>Mr. Goodwin</u>		
RC:	Dillon - yes	Goodwin - yes	Guidicipietro - yes	Hyman - yes	
	Pupo - 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 matters

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 6:33 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed may or may

**Minutes of the Regular Meeting
April 18, 2023**

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

The public meeting reconvened at 7:52 p.m.

V. Flag Salute

VI. Approval of Minutes

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

- ❖ Minutes of the Regular Meeting of March 14, 2023
- ❖ Minutes of the Executive Session of March 14, 2023

VII. Correspondence - none

VIII. Public Participation - none

IX. President's Report - Mrs. Pupo congratulated students who participated in the Science Fair. She also thanked the PTO for their successful Spring Fling event and wished the spring sports teams good luck with their upcoming seasons.

X. Superintendent's Report - Mrs. Walling provided district updates, including field trips, assemblies, and end of year activities. She noted NJSLA testing will begin in May. She discussed the Safety & Security survey results with over 222 responses from families, and 75 from staff with overwhelmingly positive results as to our level of security. She presented the BOE with an update on grant funding expenditures; She discussed the need for future planning and consideration for ARP funded clubs and SEL supports once the funding window expires.

XI. Business Administrator's Report - Mr. Robinson discussed some of the slight adjustments from the tentative budget, noting the county superintendent approved the tentative budget, so the final budget is ready for adoption tonight.

XII. Berkeley Heights Liaison Report - Mr. Hyman reported from 3/30, where administrative reorganization was discussed and ultimately did not pass. The next meeting is 4/27, followed by 5/11. The 23-24 budget may impact some non-tenured teaching staff, elective classes, club and athletic fees, busing, etc.

XIII. Administration

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

**Minutes of the Regular Meeting
April 18, 2023**

Moved: Dr. Guidicipietro Seconded: Mrs. Schiano
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - yes
 Pupo - yes Schiano - yes Venes - yes

1. Move to approve upon the recommendation of the Superintendent, the Comprehensive Equity Plan Statement of Assurance for 2023-2024. (Attachment #2)
2. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools March 2023 safety and security drill reports. (Attachment #3)

XIV. Budget and Finance

The following motions were approved by roll call vote: **Budget and Finance #1-12**

Moved: Dr. Guidicipietro Seconded: Mr. Goodwin
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - yes
 Pupo - yes Schiano - yes Venes - yes

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of February 2023 and March 2023. (Attachment #4)
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated March 16, 2023, through April 19, 2023. (Attachment #5)
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the months of February and March 2023 and the Financial Reports of the Board Secretary for the months of February and March 2023; and

WHEREAS, the Board Secretary, Steven Robinson, 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 and March 2023:

the Financial Reports of the Treasurer of School Monies for the months of February and March 2023 and the Financial Reports of the Board Secretary for February and March 2023 as submitted and certified. (Attachment #6)

4. **WHEREAS**, the Mountainside Board of Education adopted a tentative budget on March 14, 2023 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 6, 2023; and

WHEREAS, the tentative budget was advertised in the legal section of the Westfield Leader on April 13, 2023; and

Minutes of the Regular Meeting
April 18, 2023

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2023-24 Total Expenditures	\$20,494,501	\$158,954	\$1,282,379	\$21,935,834
Less: Anticipated Revenues	\$2,501,208	\$158,954	\$447,678	\$3,107,840
Taxes to Be Raised	\$17,993,293	\$0	\$834,701	\$18,827,994

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 final budget an appropriation of surplus in the amount of \$375,000, and the withdrawal from the Debt Service Fund in the amount of \$33,404, for a total of \$408,404.

BE IT RESOLVED that included in the general fund appropriations for excess costs, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$144,309 for the following projects:

- Beechwood Media Center Windows
- Beechwood Roof - Fascia Replacement
- Beechwood HVAC Unit/Controls
- Beechwood/Deerfield Security - Camera upgrades

BE IT RESOLVED that the general fund appropriations include a \$200,000 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2021-2022 and are now required to be withdrawn to pay tuition obligations in SY 2023-2024.

NOW THEREFORE, BE IT RESOLVED that the Mountainside Board of Education hereby adopts the 2023-2024 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds tax levy \$17,993,293 for the ensuing School Year 2023-2024 and,

BE IT RESOLVED that there should be raised for Debt Service tax levy, \$834,701, for the ensuing School Year 2023-2024.

5. **BE IT RESOLVED** that the Board of Education of the Mountainside School District in the county of Union, hereby approves the submission of these School Facilities Capital Renovation Projects to the Department of Education for review and approval and for amendment to the Long-Range Facilities Plan.

BE IT FURTHER RESOLVED that the District will be seeking funding for the Projects as per the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 et seq., effective

**Minutes of the Regular Meeting
April 18, 2023**

July 18, 2000 (“EFCFA”) for Regular Operating Districts under P.L.2022, c.18. The projects will be submitted in separate applications for each school for Capital Projects Review and Approval.

BEECHWOOD SCHOOL 39-3470-060
Window Replacements
Roofing Upgrades
Mechanical Controls Upgrades
New HVAC units
DEERFIELD SCHOOL 39-3470-030
Security Upgrades

6. Move to approve upon the recommendation of the Superintendent, Dr. Ronald M. Frank, MD FAAFP, to provide School Physician Services, in the amount \$2,250 (no increase), for the 2023-2024 school year. (Attachment #7)
7. **RESOLVED THAT**, the Mountainside Board of Education set the annual fee for Subscription Busing for SY 2023-2024 at \$630.
8. Move to approve upon the recommendation of the Superintendent, the Global Compliance Network, Inc. (GCN) contract, from July 1, 2023 through June 30, 2024, at a rate of \$1,680.
9. Move to approve upon the recommendation of the Superintendent, the proposal from JAG Consulting, LLC. for information technology services in the 2023-2024 school year at a rate of \$35 an hour. (Attachment #8)
10. Move to approve upon the recommendation of the Superintendent, to accept the Watts Foundation donation in the amount of \$21,900 to be used as follows:
 - \$12,000 - towards electronic sign at Beechwood
 - \$ 2,400 - towards set of readers for Kindergarten
 - \$ 1,500 - towards one storage unit for Beechwood
 - \$ 6,000 - towards the Deerfield Media Center as requested (Attachment #9)
11. 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 #10). 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.
12. Move to approve upon the recommendation of the Superintendent, special education placements and services as per (Attachment #11).

XV. Personnel

The following motions were approved by roll call vote: **Personnel #1-8**

**Minutes of the Regular Meeting
April 18, 2023**

Moved: Mrs. Schiano Seconded: Mr. Venes
 RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - yes
 Pupo - yes Schiano - yes Venes -yes

1. Move to approve upon the recommendation of the Superintendent, to accept the resignation of **Elizabeth Shimwell**, 4th Grade Teacher, effective immediately, and thank her for her service to the Mountainside School District. (Attachment #12)
2. Move to approve upon the recommendation of the Superintendent, the request to extend the unpaid Family Leave for **Nicole Mansfield**, 3rd Grade Teacher, for the 2023/2024 school year. She anticipates returning at the beginning of the 2024/2025 school year. (Attachment #13)
3. Move to approve upon the recommendation of the Superintendent, to adjust the appointment of **Kirsten Post**, to the position of Leave Replacement, at the salary of \$58,451, Step 2 MA, prorated, for Employee #69142933 effective March 20-March 31, 2023 and for 3-8 Art from April 11-June 20, 2023.
4. Move to approve upon the recommendation of the Superintendent, a medical leave of absence for **Employee #96953559**, beginning March 20, 2023.
5. Move to approve upon the recommendation of the Superintendent, the appointment of **Jesse Winter**, to the position of long term substitute for **Employee #96953559**, at a per diem rate of \$185, beginning 4/11/23.
6. Move to approve upon the recommendation of the Superintendent, the following staffing for the 2023-2024 Summer Learning Academy from July 10, 2023 through August 3, 2023, Mondays through Thursdays, at rate of \$44.00/hour, not to exceed 4 hours per day. Program is supported through ARP Federal Grant Funding:

Holly Ambrose	Ramona Dunning	Michelle Jamnik	Lori Topel
Taylor Donato	Kelly Herscheit	Laurie Naftulin	

7. Move to approve upon the recommendation of the Superintendent, the Child Study Team Staffing effective June 22, 2023 to August 31, 2023.

Name	Assignment	Rate	Not to Exceed
Janelle Lauterbach	General Ed. Teachers (for meetings)	\$44.00/hour	Per meeting

8. Move to approve upon the recommendation of the Superintendent, the following staffing of the 2023-2024 ESY Program from July 5, 2023 through August 8, 2023, Mondays through Thursdays from 9:00-12:30, as detailed below:

2023- 2024 ESY July 5th – August 8th, 2023

**Minutes of the Regular Meeting
April 18, 2023**

no school July 4th & no school on Fridays
Salary based on MEA staff contract

ESY Special Education Teachers & Paraprofessionals:

Name	Position	Salary/Hour
Dayna Carroll	Special Education Teacher	\$44.00/hour
Catherine Francisco	Special Education Teacher	\$44.00/hour
Marilyn Nacci	Paraprofessional	\$28.30/hour

XVI. Policy

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

Moved: Mr. Hyman

Seconded: Mr. Goodwin

RC: Dillon - yes

Goodwin - yes

Guidici Pietro - yes

Hyman - yes

Pupo - yes

Schiano - yes

Venes -yes

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

P 5305	Health Services Personnel	Revised/Mandated
P 5308	Student Health Records	Revised/Mandated
P 5310	Health Services	Revised/Mandated

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

P 5200	Attendance	Revised/Mandated
R 5200	Attendance	Revised/Mandated

3. Move to approve upon the recommendation of the Superintendent, to abolish the following policy.

P 9100	Public Relations (School Community Program)
--------	---

- XVII. Old Business** - Mr. Hyman asked about the demographic study updates, Mr. Robinson responded that he should have results within a week or so. The board can review the report and decide if they want a presentation to go over the results from the company.

Minutes of the Regular Meeting
April 18, 2023

XVIII. **New Business** - Mr. Hyman asked what time graduation will be. Other board members said students were asked to arrive at 6:00, so they assume it will begin at 7:00, but it's to be determined. Mr. Robinson mentioned that the NJ School Boards annual conference in AC will be in October and he can book hotels for interested board members.

XIX. **Committee Reports** - none

XX. **Public Participation** - none

XXI. **Adjournment**

A motion was made by Mr. Venes at 8:53 p.m., seconded by Dr. Guidici Pietro to adjourn. The motion was passed by unanimous voice vote, 7 ayes - 0 nays.

Respectfully Submitted,

Steven Robinson
Interim Business Administrator/Board Secretary