

**Minutes of the Regular Meeting  
May 9, 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 6:33 p.m.

**II. Roll Call**

At roll call, the following members were present:

Mr. Bill Dillon  
Mr. Michael Goodwin  
Dr. Dana Guidiciopietro - arrived at 6:35 p.m.  
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>Mrs. Schiano</u>	
RC:	Dillon - yes	Goodwin - yes	Guidiciopietro - 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 6:35 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed may or may

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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>Mrs. Schiano</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 7:35 p.m.

**V. Flag Salute**

**VI. Approval of Minutes**

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

- ❖ Minutes of the Regular Meeting of April 18, 2023
- ❖ Minutes of the Executive Session of April 18, 2023

**VII. Correspondence - none**

**VIII. Public Participation - none**

**IX. President's Report - none**

**X. Superintendent's Report** - Mrs. Walling and the Board honored 5 retirees with a presentation and awards for their dedication to Mountainside Schools. Mrs. Walling reported on the Anti-Bullying Self-Assessment scores as required, and the areas that are considered when analyzing our school culture. She highlighted some of the upcoming end-of-year activities happening in both schools. She also mentioned the various recent appreciation days for teachers, nurses, paraprofessionals, and administrative assistants and thanked them all for their efforts. Mrs. Walling proudly noted that Mountainside was in the top 10 in NJ, and #1 in Union County for a comparison of schools which was based on NJSLA growth and other areas. Finally, she introduced Mrs. Vierschilling, who presented a "Year-in-Review" for Beechwood. She touched on all of the great initiatives and work happening in Beechwood over the past year.

**XI. Business Administrator's Report** - Mr. Robinson introduced Steve Gannan who presented the audit and highlighted some details of it. The board asked a few questions and discussed some of the information provided. Mr. Robinson mentioned that the demographic study was completed and received the report. It projects a 5-year view, and we believe overall we are in decent shape, but certain areas will be addressed in the months ahead. He noted there will be a brief presentation on those findings at the June meeting.

**XII. Berkeley Heights Liaison Report** - Mr. Hyman reported from the 4/27 meeting the following: AP exams are underway at GL, there was a presentation from Environmental Club, Teacher of the

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Year updates, other clubs and winter sports champions were honored. There was a budget discussion and the revised budget passed including many cuts and various increases in costs like sports fees. The GL Assistant Superintendent retired, and there is a new reorganization of the administrative structure. The next meeting will be on 5/11.

### XIII. Administration

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

Moved:	<u>Dr. Guidici Pietro</u>	Seconded:	<u>Mrs. Schiano</u>		
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 2023-2024 holidays for administrators and secretaries. (Attachment #2)
2. Move to approve upon the recommendation of the Superintendent, the 2023-2024 holidays for the Supervisor of Maintenance and Custodial Services, and custodians. (Attachment #3)
3. Move to approve upon the recommendation of the Superintendent, the Lead Testing Program Statement of Assurance for 2022-2023. (Attachment #4)
4. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools April 2023 safety and security drill reports. (Attachment #5)
5. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools Bus Evacuation Drill reports. (Attachment #6)

### XIV. Budget and Finance

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

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

1. **RESOLVED THAT**, the Board approve the payment of the bill list dated April 20, 2023, through May 10, 2023. (Attachment #7)
2. **RESOLVED THAT**, the Mountainside Board of Education, accepts the FY 2021-2022 audit, and approves the submission of the A.C.F.R. (Annual Comprehensive Financial Report) as presented by the firm of Hodulik & Morrison, P.A., a division of PKF O'Connor Davies, LLP.
3. **RESOLVED THAT**, the Mountainside Board of Education, accepts and approves the FY 2021-2022 School Audit Recommendation Corrective Action Plan. (Attachment #8)
4. Move to approve upon the recommendation of the Superintendent, to accept the Watts Foundation donation in the amount of \$1,500 to be used towards Deerfield Robotics. (Attachment #9)

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5. Move to approve upon the recommendation of the Superintendent, an agreement with IMAC Agency as the district's State Health Benefits Program Consultants from January 1, 2023 through December 31, 2023, in the amount of \$30,000. (Attachment #10)

*NOTE: \*This motion was revised to reflect a full calendar year agreement, not a 6-month agreement as originally stated. Mr. Dillon noted that the Budget & Finance Committee previously discussed and agreed with this agreement.*

6. Move to approve upon the recommendation of the Superintendent, a 12-month agreement with BrightStar Care for nursing services, at a rate of \$95/hr., effective May 1, 2023. (Attachment #11)
7. Move to approve upon the recommendation of the Superintendent, an agreement with Tri-County Behavioral Care to provide In-District Counseling Services to students and families referred by school district personnel for the 2023-24 school year, 2 days per week in the amount of \$60,000. Services to be funded with ARP grant funds. (Attachment #12)
8. Move to approve upon the recommendation of the Superintendent, the agreement between the Mountainside Board of Education and New Jersey School Boards Association to participate in the ACES NJSBA Cooperative Pricing System. (Attachment #13)
9. Move to approve upon the recommendation of the Superintendent, an agreement with Next Step Pediatric Therapy for physical therapy services and evaluations at a rate of \$95/hour, not to exceed \$26,600.00 for ESY 2023 and the 2023-2024 school year. (Attachment #14)
10. Move to approve upon the recommendation of the Superintendent, an addition to the Independent Contractors/Physicians/Agencies for the 2022/2023 school year as attached. (Attachment #14A)
11. Move to approve upon the recommendation of the Superintendent, an agreement with Trinitas for occupational therapy service at a rate of \$77 per 30 minute session, at an estimated total of \$6,545.00 for ESY 2023.
12. 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 #14B). 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 upon the recommendation of the Superintendent, an agreement with G2 Athletics, LLC for a 3-Day Sports Camp for Beechwood students, to be held June 21-23, 2023, at a cost of \$825 as outlined under Tier 6 usage fees in district Policy 7510.

*Mr. Dillon commented that the Budget and Finance Committee discussed this, and Policy 7510 and agreed with this recommendation.*

## XV. Personnel

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The following motions were approved by roll call vote: **Personnel #1-18**

Moved: Dr. Guidiciopietro

Seconded: Mr. Goodwin

RC: Dillon - yes

Goodwin - yes

Guidiciopietro - yes

Hyman - yes

Pupo - yes

Schiano - yes

Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the certificated tenured personnel list for the 2023-2024 school year. (Attachment #15)
2. Move to approve upon the recommendation of the Superintendent, the certificated non-tenured personnel list for the 2023-2024 school year. (Attachment #16)
3. Move to approve upon the recommendation of the Superintendent, the secretaries and custodians list for the 2023-2024 school year. (Attachment #17)
4. Move to approve upon the recommendation of the Superintendent, an unpaid Family Leave for **Cory Berger**, 5th Grade Teacher, from October 2, 2023 until December 22, 2023 in accordance with FMLA and NJFLA. Mr. Berger anticipates returning to work on January 2, 2024. (Attachment #18)
5. Move to approve upon the recommendation of the Superintendent, the resignation of **Bruce Littinger** Special Education Consultant, LLC, from the position of School Social Worker Leave Replacement, effective immediately.
6. Move to approve upon the recommendation of the Superintendent, the appointment of **Stephanie Cuccio**, to the position of 1st Grade Elementary Teacher, at a salary of \$62,681, MA Step 6, for the 2023-2024 school year. (Attachment #19)
7. Move to approve upon the recommendation of the Superintendent, the appointment of **Sarah Geller**, to the position of Special Education Teacher, at a salary of \$63,951, MA Step 7, for the 2023-2024 school year. (Attachment #20)
8. Move to approve upon the recommendation of the Superintendent, the appointment of **Madison Phillips**, to the position of 3rd Grade Elementary Teacher, at a salary of \$55,377, BA Step 2, for the 2023-2024 school year.
9. Move to approve upon the recommendation of the Superintendent, the appointment of **Muriel Maloney**, to the position of 4th Grade Elementary Leave Replacement Teacher, at a salary of \$54,875, BA Step 1, prorated from 5/15/23-6/20/23.
10. Move to approve upon the recommendation of the Superintendent, the appointment of **Hailey Gutowski**, to the position of long term substitute for Kindergarten, at a per diem rate of \$185, from May 31, 2023-June 20, 2023.
11. Move to approve upon the recommendation of the Superintendent, the appointment of **Mara Hermelee**, to the position of School Social Worker Leave Replacement, at a salary of \$58,451, MA Step 2, prorated from an approximate start date of 5/10/23-10/26/23, pending paperwork and successful criminal background. (Attachment #21)

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12. Move to approve upon the recommendation of the Superintendent, the re-appointment of **April Lachica-Campos** to the position of Kindergarten Leave Replacement, at the salary of \$54,875, Step 1 BA, prorated, effective September 5, 2023 through November 20, 2023.
13. Move to approve upon the recommendation of the Superintendent, to accept the resignation of **Christine Zagami**, Library Assistant, effective June 12, 2023, and thank her for her service to the Mountainside School District. (Attachment #22)
14. 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
Mara Hermelee	School Social Worker (for meetings/evaluations)	\$44.00/hour	NTE 50 hours

15. Move to approve upon the recommendation of the Superintendent, the following staff for 2022-2023 School Year Stipend Positions, contingent upon student enrollment for those student activities subsidized in accordance with Board Policy 2436, Activity Participation Fee Program as follows and to rescind **Corrin Lavey** as an 8th Gr. trip chaperone, previously approved on 1/31/23.

Name	Position	Rate
<b>Dan Kessler</b>	8th Gr. trip overnight chaperones	\$265 (1-2 year rate)

16. Move to approve upon the recommendation of the Superintendent, the addition of the following to the Substitute Teacher List for 2022-2023 school year, pending paperwork and successful criminal background check. (Attachment #23)

Name	Certification	Rate/day
<b>Aneta Ferriere</b>	Sub Cert w/ degree	\$115
<b>Jen O'Holla Herits</b>	Sub Cert w/ degree	\$115

17. Move to approve upon the recommendation of the Superintendent, **Lori Topel** as the Summer Learning Academy Program Organizer, at a rate of \$44 per hour, not to exceed 20 hours. Cost will be supported through ARP Federal Grant funding.
18. Move to approve upon the recommendation of the Superintendent, the appointment of **Kylie Beirne** to the position of Special Education Teacher, at a salary of \$57,949, MA Step 1, for the 2023-2024 school year. (Attachment #24)

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**XVI. Policy**

*Mr. Hyman asked about the grant funding policies, if these are new practices or a continuation of current procedures. He also commented that he was glad to see the regulations with regard to security procedures made more generic. Mrs. Walling commented.*

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

Moved: Mr. Hyman                      Seconded: Dr. Guidici Pietro  
 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 6112	Reimbursement of Federal and Other Grant Expenditures	Revised/Mandated
P 6115.04	Federal Funds - Duplication of Benefits	New/Mandated
P 6311	Contracts for Goods or Services Funded by Federal Grants	Revised/Mandated
R 8420.2	Bomb Threats	New/Mandated
R 8420.7	Lockdown Procedures	Revised/Mandated
R 8420.10	Active Shooter	New/Mandated

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

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

**XVII. Old Business - none**

**XVIII. New Business - none**

- XIX. Committee Reports - Mr. Dillon commented that the Budget & Finance/Buildings & Grounds Committee met to look at the audit in detail, and they are in agreement with its findings as approved tonight.**

**XX. Public Participation - none**

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**XXI. Executive Session and Adjournment - Resolution (Attachment #1)**

A motion was made by Dr. Guidici Pietro at 9:56 p.m., seconded by Mrs. Schiano to move to a 2nd Executive Session and adjourn. The Public Session was not reconvened as no further action was taken. The motion was passed by unanimous voice vote, 7 ayes - 0 nays.

Respectfully Submitted,

Steven Robinson  
Interim Business Administrator/Board Secretary