

**Minutes of the Regular Meeting
July 26, 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. Christopher Minks, at 7:00 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:

Mrs. Cathy Jakositz
Mr. Christopher Minks
Mrs. Kate Motz
Mr. Carmine Venes

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

Mrs. Jeane Parker and Mr. James Ruban, Jr. arrived after roll call.

Mr. Dante Gioia was absent.

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

Moved: Venes	Seconded: Jakositz		
RC) Gioia – Absent	Jakositz – Yes	Minks – Yes	
Motz – Yes	Parker – Absent	Ruban – Absent	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 7:05 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed

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may or may not be made public this evening. If an action results, it will be taken following reentry into regular session.

The public meeting was reconvened at 8:02 p.m.

IV. Flag Salute

V. Approval of Minutes

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

- ❖ Minutes of the Regular Meeting of June 28, 2016
- ❖ Minutes of the 1st Executive Session of June 28, 2016
- ❖ Minutes of the 2nd Executive Session of June 28, 2016

VI. Correspondence - None

VII. Public Participation - None

VIII. President’s Report - None

IX. Chief School Administrator’s Report

Dr. Lubarsky gave a presentation on the remaining four of her five goals:

- PSAT Administration
- IIS Assessment Dashboard
- Referendum Oversight
- Writing Assessment Initiative

X. Berkeley Heights Liaison Report - None

XI. Administration

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

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

1. **BE IT RESOLVED**, that the Mountainside Board of Education has determined that two Quantitative and two Qualitative Merit Goals established in the employment contract for Nancy Lubarsky, Chief School Administrator, have been satisfied and were achieved during the 2015-2016 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

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BE IT FURTHER RESOLVED, that upon receipt of confirmation of satisfaction of the above goals from the Union County Interim Superintendent of Schools, the applicable Merit Bonus provisions of the Superintendent's contract shall be paid, in the amount of \$9,657 (\$4,828.50 X 2) for the two Quantitative and \$7,250 (\$3,625 X 2) for the two Qualitative Merit Goals.

XII. Budget and Finance

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

Moved: Jakositz	Seconded: Minks		
RC) Gioia – Absent	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 June 2016 (Attachment #2).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated July 1, 2016, through July 31, 2016 (Attachment #3).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Treasurer of School Monies for the month of June 2016 and the preliminary Financial Reports of the Board Secretary for the month of June 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 June 2016:

RESOLVED THAT, the Board accepts the Treasurer Report for the month of June 2016 and the Financial Reports of the Board Secretary for June 2016 as submitted and certified (Attachment #4).

4. Move to approve upon the recommendation of the Chief School Administrator, the Send/Receive Agreement between Mountainside and Berkeley Heights for grades 9-12 for the term July 1, 2017 through June 30, 2022 with renewal option for an additional 5 years (Attachment #5).
5. **WHEREAS**, Eric Larson, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED, that the Mountainside Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Eric Larson

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to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

6. Move to approve upon the recommendation of the Chief School Administrator, 3 year lease purchase of 65 chrome books for \$20,215 with a monthly payment of \$644.38 through Var Technology Finance contract # NCPA01-44 (Attachment #6).
7. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #7).
8. **BE IT RESOLVED THAT**, the Mountainside Board of Education grants approval for the Chief School Administrator to make application for and accept subsequent receipt of the IDEA Consolidated Grants for fiscal year 2017 as follows:

IDEA Preschool	\$7,682
IDEA Basic	\$150,430

9. Move to approve upon the recommendation of the Chief School Administrator, the acceptance of extraordinary aid for the 2015-2016 school year in the amount of \$177,624 and to approve the appropriation of the excess amount of \$52,029 for out-of-district tuition in the 2016-2017 school year.
10. Move to approve upon the recommendation of the Chief School Administrator, the payment of \$1,071,140 to Apex Enterprises of Union, Inc. as partial payment for work completed in connection with the Deerfield corridor project.

XIII. Personnel

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

Moved: Jakositz	Seconded: Minks		
RC) Gioia – Absent	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 severance agreement and general release between the Board of Education and employee #90235128 (Attachment #8).
2. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Kelly McHale, to the position of 5th Grade Teacher (Leave Replacement), at the per diem rate of \$150 for the first 20 days of the assignment, and \$185 per diem for the balance of the assignment, effective September 1, 2016, until January 24, 2017 (Attachment #9).
3. Move to approve upon the recommendation of the Chief School Administrator, new staff member, Victoria Tiscia, Art Teacher, to work 2 days at a the per diem rate of \$278.68 for a total amount of \$557.36.

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4. Move to approve upon the recommendation of the Chief School Administrator, new staff member, Michelle Cruz, Reading Specialist, to work 2 days at a the per diem rate of \$317.75 for a total amount of \$635.50.
5. Move to approve upon the recommendation of the Chief School Administrator, the appointment of the following part time paraprofessionals for the 2016-2017 school year (Attachment #10):

Two days per week	Hourly Rate	Three days per week	Hourly Rate
Brittney Steitz	\$22.24 per hour	Jennifer Wetzel	\$22.24 per hour
Bridget Lawrence	\$22.24 per hour		
Diane Gruszecki	\$22.24 per hour		
Nicole Ellis	\$22.24 per hour		
Kelcie Wavra	\$22.24 per hour		
Marilyn Nacci	\$22.24 per hour		

6. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Christine Zagami, to the position of Lunch Aide (part time), at a rate of \$13.00 per hour, effective September 1, 2016, until June 30, 2017 (Attachment #11).
7. Move to approve upon the recommendation of the Chief School Administrator, the re-appointment of Carol Rolband, ELS/Spanish Consultant, for the 2016-2017 school year at a rate of \$64.37 per hour for 6 hours per week (Attachment #12).
8. Move to approve upon the recommendation of the Chief School Administrator, the movement on the salary guide for Rosemarie Sardina, Special Education Teacher, from Step 12 BA to Step 12 MA (salary adjustment per MEA Agreement) for attainment of her Master of Science Degree.
9. Move to approve upon the recommendation of the Chief School Administrator, the request for tuition reimbursement from Kim Hain, PEAK Teacher, for classes taken at Kean University for the 2016 Summer I session for three (3) graduate credits in the amount of \$1,875.00 (Attachment #13).

XIV. Curriculum - None

XV. Policy

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

Moved: Jakositz	Seconded: Motz		
RC) Gioia – Absent	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 policies for second reading and adoption:

5310	Health Services	Revised Mandated
5330.01	Administration of Medical Marijuana	New

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		Mandated
8462	Reporting Potentially Missing or Abused Children	Revised Mandated
8550	Outstanding Food Service Charges	Revised Recommended

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

1140	Affirmative Action Program	Revised Mandated
1523	Comprehensive Equity Plan	Revised Mandated
1530	Equal Employment Opportunities	Revised Mandated
1550	Affirmative Action Program for Employment and Contract Practices	Revised Mandated
2200	Curriculum Content	Revised Mandated
2260	Affirmative Action Program for Employment and Contract Practices	Revised Mandated
2411	Guidance Counseling	Revised Mandated
2423	Bilingual and ESL Education	Revised Mandated
2622	Student Assessment	Revised Mandated
5750	Equal Educational Opportunity	Revised Mandated
5755	Equity in Educational Programs and Services	Revised Mandated

XVI. Old Business - None

XVII. New Business

There was discussion of the new state funding plan proposed by Governor Christie and a link with information should be put on the district website.

There was discussion relating to the August Board Meeting resulting in the cancellation of the August Board Meeting. It was agreed upon by the Board Members present.

XVIII. Committee Reports

The Deerfield corridor project is proceeding as scheduled.

XIX. Public Participation - None

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

Moved: Minks	Seconded: Motz		
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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:

2. 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 9:12 p.m. to discuss the above mentioned matter to the exclusion of all others. No action will be taken and the Board will not re-enter public session.

XXI. Adjournment

A motion was made by Mr. Minks at 10:30 p.m., seconded by Mrs. Jakositz, to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

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