

**Minutes of the Regular Meeting
November 22, 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 7:03 p.m. in the Deerfield Media Center, 302 Central Avenue, 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
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.

Mrs. Jeane Parker arrived after roll call.

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

Moved: Gioia	Seconded: Jakositz		
RC) Gioia – Yes	Jakositz – Yes	Minks – Yes	
Motz – Yes	Parker – Absent	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 7:06 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed

**Minutes of the Regular Meeting
November 22, 2016**

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

- ❖ Minutes of the Regular Meeting of October 25, 2016
- ❖ Minutes of the Executive Session of October 25, 2016

VI. Correspondence - None

VII. Public Participation - None

VIII. President’s Report - None

IX. Chief School Administrator’s Report

Science teacher, Ellie Barkin, and her students gave a presentation on Robotics.

Dr. Nancy Lubarsky introduced Mrs. Christina Orozco, the new Supervisor of Special Services.

Dr. Lubarsky spoke about the District Evaluation Advisory Committee and our Sustainable Jersey for Schools certification initiative. The district can earn points for sustainability actions accomplished & supported with evidence.

Mr. Eric Larson presented the Board of Education election results and the Standard & Poor’s Rating Upgrade.

Mr. Gioia commented on the progress the district has made in the past several years which is reflected in technology and curriculum upgrades, referendum renovations, and the increase in the Standard & Poor’s ratings.

X. Berkeley Heights Liaison Report

Mrs. Jeane Parker reported on the following items: Fall play was the “Odd Couple” which was very well received; Guidance program has increased the number of colleges that visit the school as well as many other department enhancements.

XI. Administration

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

Moved: Jakositz	Seconded: Gioia		
RC) Gioia – Yes	Jakositz – Yes	Minks – Yes	

**Minutes of the Regular Meeting
November 22, 2016**

Motz – Yes

Parker – Yes

Ruban – Yes

Venes – Yes

1. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools October 2016 safety and security drill reports (Attachment #2).
2. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools Bus Emergency Evacuation Drill Reports (Attachment #3).

XII. Budget and Finance

The following motions were approved by roll call vote: **Budget & Finance: #1-7**

Motion #5 was tabled.

Moved: Minks

Seconded: Jakositz

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 October 2016 (Attachment #4).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated November 1, 2016, through November 30, 2016 (Attachment #5).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Treasurer of School Monies for the months of September 2016 and October 2016 and the preliminary Financial Reports of the Board Secretary for the month of October 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 October 2016:

RESOLVED THAT, the Board accepts the Treasurer Report for the months of September 2016 and October 2016 and the Financial Reports of the Board Secretary for October 2016 as submitted and certified (Attachment #6).

3. **BE IT RESOLVED THAT**, in accordance with Resolution #8 under Budget and Finance in the June 28, 2016 minutes, the Board authorizes the transfer of \$300,000 into the tuition reserve from 2015-2016 fiscal year funds in excess of the allowable 2% of adjusted expenditures.
4. **WHEREAS**, the Mountainside Board of Education approved a resolution at the June 28, 2016 meeting authorizing the Business Administrator to proceed with all necessary adjustments and transfers to close the books for the 2015-2016 fiscal year; and

**Minutes of the Regular Meeting
November 22, 2016**

WHEREAS, the district was informed during the month of July 2016 by the New Jersey Department of Education of the award of Extraordinary Aid and Non-Public School Transportation Aid in the amounts of \$177,624 and \$18,124 respectively;

WHEREAS, in accordance with the provisions of N.J.A.C. 6A:23A-13.3, the district may, by Board resolution, adjust these revenues from the year end excess surplus calculation, and appropriate said funds in the subsequent fiscal year without commissioner approval;

NOW, THEREFORE, BE IT RESOLVED, that the Mountainside Board of Education, accept the recommendation of the Superintendent and the Business Administrator and approve the adjustment of excess Extraordinary Aid of \$52,029 and Non-Public Transportation Aid of \$18,124 from the 2015-2016 fiscal year excess surplus calculation, and further, approve the appropriation of said funds in the 2016-2017 fiscal year to account 11-000-100-566-000-000 and account 11-000-270-503-000-001.

5. Move to approve upon the recommendation of the Chief School Administrator, a change order in the amount of \$9,818.50 to Apex Enterprises of Union, Inc. for floor preparation and soffit installation in connection with the Corridor Upgrades Project.

Note: The above motion #5 was tabled.

6. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #7).
7. 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 #8). 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.

XIII. Personnel

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

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 Amanda Baker, 2nd Grade Teacher, to the stipend position of Recreation Activities Club Assistant, for the 2016-2017 school year, at a rate of \$32.19 per session, not to exceed 10 sessions.
2. Move to approve upon the recommendation of the Chief School Administrator, the addition of Paola Conte to the 2016-2017 Substitute Teacher List (Attachment #9).
3. Move to approve upon the recommendation of the Chief School Administrator, the addition of Rachel Pater to the 2016-2017 Substitute Teacher List (Attachment #10).

XIV. Curriculum

**Minutes of the Regular Meeting
November 22, 2016**

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

Moved: Gioia Seconded: Jakositz
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 2016-2017 school year:

Tentative Date	Destination	Grade	Teacher in Charge	Estimated Cost
3/30/17	Ellis Island	4	Botkin, Jenks, Shimwell, Goldbeck	Cost of Trip: \$764.00 paid by PTA Cost of Bussing: \$888.60 paid by PTA
5/23/17	Beach Dynamics Sandy Hook	6	Barkin	Cost of Trip: \$795.00 paid by PTA Cost of Bussing: \$829.38 paid by PTA
4/27/2017	Paper Mill Playhouse	PEAK	Hain	PTA \$161.50 – Admission PTA \$237.00 – Bus
05/17/2017	Liberty Science Center	2	Murphy	PTA \$897.08- Museum Admission PTA \$710.92-Buses MEF \$322.50-IMAX Admission Chaperones-\$297.00 Admission
5/31/17	Spanish Tavern	8	Hemmings	Cost of Trip: \$25 paid by students Cost of Bussing: \$237 paid by BOE

XV. Policy - None

XVI. Old Business - None

XVII. New Business

The Board approved the change of the December Board Meeting from December 21st to December 19th.

The Reorganization Meeting is scheduled for January 3, 2017 at 7:30 p.m.

Mrs. Jakositz stated that the Union County Educational Services Commission has many great programs in which the district can take advantage.

XVIII. Committee Reports - None

XIX. Public Participation - None

**Minutes of the Regular Meeting
November 22, 2016**

XX. Adjournment

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

Respectfully Submitted,

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