

**Minutes of the Regular Meeting
December 19, 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 7:05 p.m. in the Beechwood School 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
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: Minks	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 7:07 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 8:01 p.m.

IV. Flag Salute

V. Approval of Minutes

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

- ❖ Minutes of the Regular Meeting of November 22, 2016
- ❖ Minutes of the Executive Session of November 22, 2016

VI. Correspondence - None

VII. Public Participation - None

VIII. President’s Report - None

IX. Chief School Administrator’s Report

Dr. Lubarsky praised the musical concerts that took place in December. She also reminded everyone about the January 3rd Board of Education Reorganization Meeting. Finally she wished everyone “Happy Holidays”.

X. Berkeley Heights Liaison Report - None

XI. Administration

The following motions were approved by roll call vote: **Administration: #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 Beechwood and Deerfield Schools November 2016 safety and security drill reports (Attachment #2).

XII. Budget and Finance

The following motions were approved by roll call vote: **Budget & Finance: #1-8**

Motions #1-8 were voted on at 9:00 p.m. after the presentation of the 2015-2016 Audit Report.

Moved: Jakositz	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 November 2016 (Attachment #3).

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2. **RESOLVED THAT**, the Board approve the payment of the bill list dated December 1, 2016, through December 31, 2016 (Attachment #4).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Treasurer of School Monies for the month of November 2016 and the preliminary Financial Reports of the Board Secretary for the month of November 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 November 2016:

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

4. **RESOLVED THAT**, the Mountainside Board of Education, accepts the FY 2015-2016 audit, and approves the submission of the CAFR (Comprehensive Annual Financial Report) as presented by the firm of Hodulik & Morrison, P.A. No corrective action plan is required.
5. Move to approve upon the recommendation of the Chief School Administrator to award the Mechanical Upgrades Project (Architect project 15.166) to DeSesa Mechanical Inc., Livingston, NJ, lowest bidder, as follows:

Base Bid	\$1,636,000
Alternate Bid 3	\$12,500
Total	\$1,648,500

6. Move to approve upon the recommendation of the Chief School Administrator, to accept a donation in the amount of \$1,000, from the Ficken Family charitable Remainder Unitrust of 2009 Charitable Distribution, to support the efforts of the Deerfield Band Program.
7. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #6).
8. 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 #7). 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: #1-6**

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

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1. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Theresa Brown, to the position of Psychologist, Step 3, MA + 30, at a salary of \$23,751.60 (40% of \$59,379) per year, pro-rated, effective January 3, 2017, until June 30, 2017 (Attachment #8).
2. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Elizabeth Scollon, to the position of Special Education Teacher (Leave Replacement), at the per diem rate of \$150 for the first 20 days of the assignment, and \$190 per diem for the balance of the assignment, effective December 19, 2016, until June 20, 2017. (Attachment #9).
3. Move to approve upon the recommendation of the Chief School Administrator, the resignation of Kaitlin Elliott, 5th Grade Teacher, and to thank her for her service to the Mountainside School District (Attachment # 10).
4. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Ellie Barkin, to the stipend position of Technology Club Advisor (Grades 6-8) in the amount of \$32.19 per session, not to exceed 60 sessions.
5. Move to approve upon the recommendation of the Chief School Administrator, the notification to take classes from Kim Hain, Pre-K Teacher, at Kean University for the spring 2017 session for three (3) graduate credits in the amount of \$1,920.00 (Attachment #11).
6. Move to approve upon the recommendation of the Chief School Administrator, the following staff members for homebound instruction:

Teacher	Hours Per Week	From	To	Rate
Adrienne Ridley	1 hour	11/2/16	11/2/16	\$39.71
April Starling	2.5 hours	11/3/16	11/4/16	\$39.71

XIV. Curriculum

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:

Date	Destination	Grade	Teacher in Charge	Estimated Cost
3/17/17	Union County Teen Arts	6-8	Ms. Goldstein	Cost of Bussing: \$710.92 Paid by BOE
6/1/17 Rain or	NJ Renaissance Fair	7	Ms. Isaacs	Cost of Trip: \$1,212 paid by PTA

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Shine				Cost of Bussing: \$1,244.07 paid by PTA
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XV. Policy - None

XVI. Old Business - None

XVII. New Business

Mr. Gioia recognized the retirement of John Sincaglia from the Berkeley Heights Board of Education and his 12 years of service.

XVIII. Committee Reports

Building and Grounds – Mr. Gioia reported that the contract for mechanical upgrades at Deerfield School was awarded tonight and it is under budget.

At 8:11 p.m., it was moved by Mr. Minks, seconded by Mr. Gioia, and unanimously approved to take a break until the auditor arrived.

The Board reconvened at 8:45 p.m. and District Auditor, Bob Morrison, presented FY 2015-2016 Audit Report and the motions contained in **XII. Budget and Finance** were voted on at this time.

XIX. Public Participation - None

XX. Adjournment

A motion was made by Mr. Gioia at 9:12 p.m., seconded by Mr. Minks to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

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