# 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
II.	Roll Call
	Mr. Dante Gioia
	Dr. Dana Guidicipietro
	Mr. Christopher Minks
	Mrs. Kate Motz
	Mrs. Jeane Parker
	Mr. James Ruban, Jr.
	Mr. Carmine Venes
III.	<u>Executive Session</u> – Resolution (Attachment #1)
	Moved: Seconded:
	RC) Gioia Guidicipietro Minks Motz
	Parker
	❖ Legal/Personnel
IV.	Close Executive Session and Reconvene Public Session
	Moved: Seconded:
	RC) Gioia Guidicipietro Minks Motz
	Parker Ruban Venes
V.	Flag Salute
VI.	Approval of Minutes
	<ul> <li>Minutes of the Regular Meeting of April 24, 2018</li> <li>Minutes of the Executive Session of April 24, 2018</li> </ul>
VII.	Correspondence
VIII.	Public Participation

In accordance with Board Policy 0167, Public Participation in Board Meetings, in the event it appears the public comment portion of the meeting may exceed 30 minutes, the

presiding officer may limit each statement made by a participant to three (3) minutes' duration.

## IX. President's Report

### X. Chief School Administrator's Report

• Presentation by Maschio's Food Services, Inc.

## XI. Berkeley Heights Liaison Report

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XII.	Adm	inic	trati	nn
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Moved:		Seconded:	
RC) Gioia	Guidicipietro	Minks	Motz
Parker	Ruban	Venes	

- 1. Move to accept the Chief School Administrator's recommendations on HIB Incident dated May 7, 2018.
- 2. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 holidays for administrators and secretaries (Attachment #2).
- 3. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 holidays for the Supervisor of Maintenance and Custodial Services and custodians (Attachment #3).
- 4. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood School and Deerfield School April 2018 safety and security drill reports (Attachment #4).
- 5. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield School Bus Emergency Evacuation Drill Reports (Attachment #5).

#### **XIII. Budget and Finance**

Moved:		Seconded:	
RC) Gioia	Guidicipietro	Minks	Motz
Parker	Ruban	Venes	

- 1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of April 2018 (Attachment #6).
- 2. **RESOLVED THAT**, the Board approve the payment of the bill list dated May 1, 2018, through May 31, 2018 (Attachment #7).

3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of April 2018 and the Financial Reports of the Board Secretary for the month of April 2018; and

**WHEREAS**, the Board Secretary, Donna Alonso, 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 April 2018:

**RESOLVED THAT,** the Board accepts the Treasurer Report for the month of April 2018 and the Financial Reports of the Board Secretary for April 2018 as submitted and certified (Attachment #8).

4. **WHEREAS**, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3©14.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mountainside Board of Education hereby establishes the following maximums for the General Fund 2018 – 2019 year as follows:

•	Architecture/Engineering	\$ 5,000
•	Legal	\$ 25,000
•	Audit	\$ 30,000
•	Physician	\$ 2,250

For a total amount of \$62,250.

**BE IT FURTHER RESOLVED**, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

5. Move to approve upon the recommendation of the Chief School Administrator, the tax resolution of the Borough of Mountainside tax payments for the 2018-2019 school year:

**WHEREAS** the Board of Education of the Borough of Mountainside is obligated to direct the Council of the Borough of Mountainside to release funds for educational purposes and debt services;

**WHEREAS** the amount certified to the Borough Assessor for collection of taxes by the Secretary of the Board of Education of the Borough of Mountainside for the school year 2018-2019 was \$16,032,764; therefore be it

**RESOLVED** that the Board of Education of the Borough of Mountainside hereby requests the Council of the Borough of Mountainside to cause to be released to its proper office, the Board Secretary, this appropriation for educational purposes, certified in the amount of \$16,032,764:

General Fund	\$16,032,764
Debt Service	1,237,201
	\$17,269,965

6. Move to approve upon the recommendation of the Chief School Administrator, the tax payment schedule for the 2018-2019 school year from the Borough of Mountainside to the Mountainside Board of Education as follows and to authorize the School Business Administrator to submit said schedule to the Borough of Mountainside:

	General Fund	Debt Service	Total
July 2, 2018	\$1,336,063.75	\$228,008.40	\$1,564,072.15
August 1, 2018	\$1,336,063.75	\$778,584.59	\$2,114,648.34
September 4, 2018	\$1,336,063.75		\$1,336,063.75
October 2, 2018	\$1,336,063.75		\$1,336,063.75
November 1, 2018	\$1,336,063.75		\$1,336,063.75
December 3, 2018	\$1,336,063.75		\$1,336,063.75
January 2, 2019	\$1,336,063.75	\$25,431.19	\$1,361,494.94
February 1, 2019	\$1,336,063.75	\$205,176.82	\$1,541,240.57
March 1, 2019	\$1,336,063.75		\$1,336,063.75
April 1, 2019	\$1,336,063.75		\$1,336,063.75
May 1, 2019	\$1,336,063.75		\$1,336,063.75
June 3, 2019	\$1,336,062.75		\$1,336,062.75
Total	\$16,032,764.00	\$1,237,201.00	\$17,269,965.00

Note: Payments will be approved by Council on the third Tuesday of the month payable on or about the 20<sup>th</sup> of each month.

7. Move to approve upon the recommendation of the Chief School Administrator, the resolution authorizing the Mountainside Board of Education to enter into a Cooperative Pricing Agreement with the Middlesex County Educational Services Commission:

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on May 22, 2018, the governing body of the Mountainside School District, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

#### **NOW, THEREFORE BE IT RESOLVED** as follows:

This resolution shall be known and may be known and may be cited as the Cooperative Pricing Resolution of the Mountainside Board of Education.

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), Donna Alonso, School Business Administrator, is hereby authorized to enter into a Cooperative pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

This resolution shall take effect immediately upon passage (Attachment #9).

- 8. Move to approve upon the recommendation of the Chief School Administrator, to authorize Donna Alonso, School Business Administrator, to solicit bids for both the rehab and reconstruction of the Beechwood School canopy to be paid out of the 2018-2019 school budget.
- 9. Move to approve upon the recommendation of the Chief School Administrator, the agreement between the Union County Educational Services Commission and the Mountainside Board of Education for Special Education and Vocational Technical Schools Coordinated Transportation Services for the 2018-2019 school year (Attachment #10).
- 10. Move to approve upon the recommendation of the Chief School Administrator, the Union County Vocational-Technical Schools Tuition Agreement Contract for the 2018-2019 school year (Attachment #11).
- 11. Move to approve upon the recommendation of the Chief School Administrator, the Managed Print Services Agreement between the Mountainside Board of Education and Atlantic Tomorrow's Office (State Contract MPS SIN #51-500), effective July 1, 2018 through June 30, 2019, estimated to be \$20,624 per year, with a savings of over \$4,000. Further be it approved that Atlantic Tomorrow's Office be renewed as copier, maintenance, and supply vendor for the 2018-2019 school year (State Contract #G-2075 and A-40467) (Attachment #12).
- 12. Move to approve upon the recommendation of the Chief School Administrator, renewal of the FSMC base year contract with Maschio's Food Services, Inc. for the 2018-2019 school year. The service management fee is \$8,692 with a guaranteed return of \$1,000. (Attachment #13).
- 13. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 fee amounts for student activities in accordance with Board Policy 2436, Activity Participation Fee Program:

Activity	Fee
Performing Arts:	\$40.00 Per Student Per Activity
Art Enrichment	
Music Clubs not within school day	
(e.g. Jazz Band, Swing Singers)	
School Play	

Clubs:	\$40.00 Per Student Per Activity
Chess Grades K-2	
Chess Grades 3-5	
Chess Grades 6-8	
Ecology	
Technology	
Athletics:	\$195.00 Per Student *
Baseball	
Basketball	
Soccer	
Softball	

<sup>\*</sup>If a child plays two or more sports, the cost is \$300 for the year.

14. 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 #14). 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.

#### XIV. Personnel

Moved: Guidicipietro		Seconded:	
		Minks	Motz
Parker	Ruban	Venes	

- 1. Move to approve upon the recommendation of the Chief School Administrator, Maternity Disability Leave for Dayna Carroll, 5<sup>th</sup> Grade Teacher, effective October 22, 2018, until December 20, 2018. She will be permitted to utilize any accumulated sick days. It is also recommended that Mrs. Carroll be granted an unpaid Family Leave from December 21, 2018 until March 27, 2019 in accordance with FMLA and NJFLA. Mrs. Carroll anticipates returning to work on March 28, 2019 (Attachment #15).
- 2. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Ann Cooke to perform 30 summative evaluations, at a rate of \$75.00 per evaluation for the remainder of the school year.
- 3. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Ann Cooke to perform student evaluations, at a rate of \$250.00 per evaluation, and to attend meetings at a rate of \$50.00 per meeting, not to exceed \$6,321.00.

<sup>\*</sup>If two or more children in a family play a sport, the cost is \$150 per sport.

<sup>\*</sup>If two or more children in a family play two or more sports, the cost is \$250 for each child for the year.

- 4. Move to approve upon the recommendation of the Chief School Administrator, the following staff member for homebound instruction: Barbi Higinbotham, not to exceed 10 hours per week, at a rate of \$39.71/hour, from April 24, 2018 to June 20, 2018.
- 5. Move to approve upon the recommendation of the Chief School Administrator, the following staff member for homebound instruction to sub for Barbi Higinbotham, if needed: Jayne Hartnett, for up to 2 hours per week, at a rate of \$39.71/hour, from April 24, 2018 to June 20, 2018.
- 6. Move to approve upon the recommendation of the Chief School Administrator, the request for tuition reimbursement from Kim Hain, Basic Skills Instructor, for classes taken at Kean University for the 2018 spring session for three (3) graduate credits in the amount of \$1,959.00. This represents \$348.00 excess reimbursement for the 2018-2019 school year (Attachment #16).
- 7. Move to approve upon the recommendation of the Chief School Administrator, the notification to take classes from Suzanne Jenks, Grade 5 Teacher, for classes to be taken at College of Saint Elizabeth for the 2018 summer session for six (6) credits in the amount of \$3,900.00. Reimbursement for these courses is contingent upon available funds. (Attachment #17).

#### XV. Curriculum

Moved:		Seconded:	
RC) Gioia	Guidicipietro	Minks	Motz
Parker	Ruban	Venes	

1. Move to approve upon the recommendation of the Chief School Administrator, the following field trip for the 2017-2018 school year:

Date	Destination	Grade	Teacher in Charge	<b>Estimated Cost</b>
5/22/18	NJ Sea Grant Consortium	6	Barkin	Cost of Trip: \$900 paid by PTO Cost of Bussing: \$900 paid by PTO

#### XVI. Policy

Moved:		Seconded:	
RC) Gioia	Guidicipietro	Minks	Motz
Parker	Ruban	Venes	

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

0169.02	Board Member Use of Social Networks	New
		Suggested
3437	Military Leave – Teaching Staff Members	Revised
		Recommended

4437	Military Leave – Support Staff Members	Revised
		Recommended
7425	Lead Testing of Water in Schools	New
		Recommended
8630	Bus Driver/Bus Aide Responsibility	Revised
		Mandated
9242	Use of Electronic Signatures	New
		Recommended

# XVII. Old Business

XVIII. New Business

XIX. Committee Reports

# XX. Public Participation

In accordance with Board Policy 0167, Public Participation in Board Meetings, in the event it appears the public comment portion of the meeting may exceed 30 minutes, the presiding officer may limit each statement made by a participant to three (3) minutes' duration.

XXI.	<b>Executive</b>	Session –	- Resolution	(Attachment #1	(8)

Moved:		Seconded:	
RC) Gioia	Guidicipietro	Minks	Motz
Parker	Ruban	Venes	
<b>♦</b> Legal	/Personnel		

## XXII. Adjournment