

**Minutes of the Regular Meeting
September 26, 2017**

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 Deerfield School Media Center, 302 Central Ave., Mountainside, New Jersey.

II. Roll Call

At roll call, the following members were present:

Mr. Dante Gioia
Mrs. Cathy Jakositz
Mr. Christopher Minks
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.
Mrs. Kate Motz was absent.

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

Moved: Minks	Seconded: Venes		
RC) Gioia – Yes	Jakositz – Yes	Minks – Yes	
Motz – Absent	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 7:10 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 8:05 p.m.

IV. Flag Salute

V. Approval of Minutes

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

- ❖ Minutes of the Regular Meeting of August 22, 2017
- ❖ Minutes of the 1st Executive Session of August 22, 2017
- ❖ Minutes of the 2nd Executive Session of August 22, 2017

VI. Correspondence - None

VII. Public Participation - None

VIII. President’s Report - None

IX. Chief School Administrator’s Report

Dr. Lubarsky spoke about the opening of school; drop-off and pick-up procedures at Beechwood and Deerfield; and change in the bus company for sports related events. She also gave a presentation on Teacher Evaluation.

X. Berkeley Heights Liaison Report

Mrs. Parker reported on the following items:

- Seniors started open campus.
- October 2nd is College Night.
- Annual Band of Champions will take place on October 15th.
- 40th Anniversary of Berkeley Heights Deaf and Hard of Hearing Program.
- Cell tower, after 5 years, will soon go live and will enhance reception for the district and provide some funding.
- Track and field work is almost done.

Mr. Minks left the meeting at 8:45 p.m.

XI. Administration

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

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

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1. Move to approve upon the recommendation of the Chief School Administrator, the Statement of Assurance Regarding the Use of Paraprofessional Staff – 2017-2018 School Year (Attachment #2).
2. Move to approve upon the recommendation of the Chief School Administrator, the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act Statement of Assurances for Beechwood and Deerfield schools, July 1, 2016 to June 30, 2017 (Attachment #3).

XII. Budget and Finance

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

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

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of August 2017 (Attachment #4).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated September 1, 2017, through September 30, 2017 (Attachment #5).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Board Secretary for the month of August 2017; 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 August 2017:

RESOLVED THAT, the Board accepts the Financial Reports of the Board Secretary for August 2017 as submitted and certified (Attachment #6).

4. Move to approve upon the recommendation of the Chief School Administrator, change orders totaling \$35,820 (net of allowance) to D & L Paving for the District Wide Site Improvements project.
5. Move to approve upon the recommendation of the Chief School Administrator, the Berkeley Heights Governor Livingston High School General Education Tuition Agreement Contract for the 2017-2018 school year in the amount of \$4,366,723.00 plus an additional \$428,837.00 for prior tuition adjustments (Attachment #7).
6. Move to approve upon the recommendation of the Chief School Administrator, the Berkeley Heights Governor Livingston High School Special Education Resource Room Tuition Agreement Contract for the 2017-2018 school year in the amount of \$135,000 (Attachment #8).

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7. Move to approve upon the recommendation of the Chief School Administrator, the Morris-Union Jointure Commission Joint Transportation Agreement for the 2017-2018 school year in the amount of \$97,189.77 (Attachment #9).
8. Move to approve upon the recommendation of the Chief School Administrator, to recognize “The Learning Consultant” as the business providing teacher evaluations.
9. Move to approve upon the recommendation of the Chief School Administrator, MUJC for use as transportation for sports trips at a rate of \$71.00 per hour for a 24 passenger bus (\$86.00 per hour for Sundays and Holidays).
10. Move to approve upon the recommendation of the Chief School Administrator, the generous donation of office/school supplies from Ron Zuzovsky, The Source Group.
11. Move to approve upon the recommendation of the Chief School Administrator, to dispose, recycle, or donate outdated science, social studies, and Everyday Math textbooks.
12. Move to approve upon the recommendation of the Chief School Administrator, special education placements and services as per (Attachment #10).
13. 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 #11). 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: #1-17**

Moved: Venes

Seconded: Jakositz

RC) Gioia – Yes to Motions #1-16

Jakositz – Yes

Minks – Absent

No to Motion #17

Motz – Absent

Parker – Yes

Ruban – Yes

Venes – Yes

1. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Nicole Alvarez Mansfield, 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, 2017, until November 20, 2017 (Attachment #12).
2. Move to approve upon the recommendation of the Chief School Administrator, to increase the status of Morgan Felt, Special Education Teacher, from part time (50%) to full time and to charge 50% of her salary to the ESSA Title I grant.
3. Move to approve upon the recommendation of the Chief School Administrator, the appointment of the following staff members to teach the morning math program, which will be funded by the ESSA Title I grant:

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April Starling	\$32.19 per session, not to exceed 60 sessions
Rachel Halek	\$32.19 per session, not to exceed 60 sessions
Peter Scholl	\$32.19 per session, not to exceed 60 sessions

4. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Genevieve Cooper, to the position of Lunch Aide (part time), at a rate of \$13.00 per hour, effective September 1, 2017, until June 30, 2018 (Attachment #13).
5. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Susan Meagher, to the position of Lunch Aide (part time), at a rate of \$13.00 per hour, effective September 1, 2017, until June 30, 2018.
6. Move to approve upon the recommendation of the Chief School Administrator, to increase Donna Bolton's weekly hours by 5 hours from October 1, 2017 to June 30, 2018.
7. Move to approve upon the recommendation of the Chief School Administrator, the following staff members to serve as a mentors for the 2017-2018 school year:

Staff Member	Assignment	Amount
April Starling	Rachel Halek 9/1/17 – 6/30/18	\$738.00
Jayne Hartnett	Morgan Felt 9/1/17 – 6/30/18	\$738.00
Kristin Trentham	Paige Primmer 9/1/17 – 6/30/18	\$738.00
Elena Bentey	Rebecca Walsh 9/1/17 – 3/31/18	\$516.60
Meghan Crilly	Daniel Wilkenfeld 9/1/17 – 6/30/18	\$738.00

8. Move to approve upon the recommendation of the Chief School Administrator, Susan Goracy, to attend Child Study Meeting on July 10, 2017, for 3 hours, at a rate of \$39.71 per hour.
9. Move to approve upon the recommendation of the Chief School Administrator, the addition of Bridget Lawrence to the 2017-2018 Substitute Teacher List (Attachment #14).
10. Move to approve upon the recommendation of the Chief School Administrator, the addition of Susan Buchner to the 2017-2018 Substitute Teacher List (Attachment #15).
11. Move to approve upon the recommendation of the Chief School Administrator, the addition of Nancy Dos Santos to the 2017-2018 Substitute Teacher List (Attachment #16).
12. Move to approve upon the recommendation of the Chief School Administrator, the addition of Colleen Kelly to the 2017-2018 Substitute Teacher List (Attachment #17).

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13. Move to approve upon the recommendation of the Chief School Administrator, the addition of Elizabeth DeRose to the 2017-2018 Substitute Teacher List (Attachment #18).
14. Move to approve upon the recommendation of the Chief School Administrator, the addition of Jo Anne DiPaola to the 2017-2018 Substitute Teacher List (Attachment #19).
15. Move to approve upon the recommendation of the Chief School Administrator, the addition of Judith Wargaski to the 2017-2018 Substitute Teacher List pending receipt of substitute certificate (Attachment #20).
16. 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 2017 Summer II session for three (3) graduate credits in the amount of \$1,920.00 (Attachment #21).
17. Move to approve the amended employment contract for Dr. Nancy Lubarsky, Chief School Administrator, for the period July 1, 2017 through June 30, 2020, as approved by the Executive County Superintendent (Attachment #21A).

XIV. Curriculum

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

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

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

Date	Destination	Grade	Teacher in Charge	Estimated Cost
10/17/17	The Deacon Andrew Hetfield House	5th	Mrs. Kinney	None
10/18/17	Bronx Zoo	3rd	Mrs. Kline	Cost of trip: \$940 paid by PTO Cost of bussing: \$772.46 paid by PTO

XV. Policy

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

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

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3240	Professional Development for Teachers and School Leaders	Revised Mandated
5610	Suspension	Revised Mandated
5620	Expulsion	Revised Mandated

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

1240	Evaluation of Chief School Administrator	Revised Mandated
3221	Evaluation of Teachers	Revised Mandated
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	Revised Mandated
3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals	Revised Mandated
3224	Evaluation of Principals, Vice Principals, and Assistant Principals	Revised Mandated

XVI. Old Business - None

XVII. New Business

Board unanimously voted to reschedule the October 24th Board Meeting to October 23rd due to New Jersey School Board's recognition of Mountainside's Sustainable New Jersey Bronze Award at their conference on October 24th.

XVIII. Committee Reports

Mr. Gioia provided an update on the referendum projects. Everything is on schedule and budget. There are minimal remaining funds and plans are underway to apply such funds.

XIX. Public Participation

Community members asked about the following items:

- Status of the playground equipment at Beechwood.
- Location of the Berkeley Heights cell tower.
- Hiring of substitutes who are residents with children in the district.
- Bus 2 issues.
- Drop off and pick up at Beechwood.

XX. Adjournment

A motion was made by Mr. Gioia at 9:56 p.m., seconded by Mrs. Jakositz to adjourn. The motion was passed by a unanimous voice vote.

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Respectfully Submitted,

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