

**Minutes of the Regular Meeting
November 28, 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 Susan Media Center, 302 Central Avenue., Mountainside, New Jersey.

II. Roll Call

At roll call, the following members were present:

Mr. Dante Gioia
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. Cathy Jakositz and Mrs. Kate Motz were absent.

Mrs. Jeane Parker arrived after roll call.

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

Moved: Gioia	Seconded: Minks		
RC) Gioia – Yes	Jakositz – Absent	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 7:06 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 8:00 p.m.

IV. Flag Salute

V. Approval of Minutes

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

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- ❖ Minutes of the Executive Session of October 23, 2017

VI. Correspondence - None

VII. Public Participation - None

VIII. President’s Report - None

IX. Chief School Administrator’s Report

Sharon Bradley gave an update on the Deerfield Media Center usage.

Bob Morrison presented the Auditor’s Report.

Ed Gunther, Centric Benefits Consulting, gave a presentation on the new Horizon Benefits Plan.

Dr. Lubarsky presented the NJASK Science results.

Dr. Lubarsky gave an update on the Beechwood playground grant.

Dr. Lubarsky said that QSAC will not be required for 2017-2018 due to the high level of district performance in all five areas.

X. Berkeley Heights Liaison Report

Mrs. Parker reported that there is a new track and field at GL.

XI. Administration

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

Moved: Gioia	Seconded: Venes		
RC) Gioia – Yes	Jakositz – Absent	Minks – Yes	
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 Memorandum of Agreement between Education and Law Enforcement Officials (Attachment #2).
2. Move to approve upon the recommendation of the Chief School Administrator, the NJ Quality Single Accountability Continuum (NJQSAC) Statement of Assurance – School Year 2017-2018 (Attachment #3).
3. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools October 2017 safety and security drill reports (Attachment #4).

XII. Budget and Finance

The following motions were approved by roll call vote: **Budget & Finance: #1-11**

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

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of October 2017 (Attachment #5).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated November 1, 2017, through November 30, 2017 (Attachment #6).
3. **WHEREAS**, the Board has received the preliminary Financial Reports of the Treasurer of School Monies for the month of October 2017 and the preliminary Financial Reports of the Board Secretary for the month of October 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 October 2017:

RESOLVED THAT, the Board accepts the Treasurer Report for the month of October 2017 and the Financial Reports of the Board Secretary for October 2017 as submitted and certified (Attachment #7).

4. **BE IT RESOLVED:**

1. The Mountainside School District hereby resolves to terminate its participation in the program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health Benefits Program (N.J.S.A. 52;14-17.25 et seq.) for all of its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the program.

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3. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

5. Move to approve upon the recommendation of the Chief School Administrator, to make a catch-up payment to the State Health Benefits Plan of approximately \$293,121.54 for two months of past premiums due. The Board had deferred two months payments in the 2016-2017 school year and this payment satisfies all amounts due the state.

6. Move to approve upon the recommendation of the Chief School Administrator, that Mountainside Board of Education join the Horizon Blue Cross Blue Shield of New Jersey Health Plan effective February 1, 2018 for medical, prescription, and dental as per the September 21, 2017 Equal to or Better Letter from Horizon and the related health and dental premiums for the period February 1, 2018 to January 31, 2019 provided by Horizon (Attachment #8).

7. Move to approve upon the recommendation of the Chief School Administrator, effective February 1, 2018, to designate Grinspec of NJ, D.B.A. Centric Benefits Consulting of New Providence, NJ as our broker-of-record for implementing, negotiating, and managing our new Medical, Prescription and Dental programs. Commissions will be paid by the carrier to Grinspec of NJ, D.B.A. Centric Benefits Consulting as of the effective date of this agreement and will be included in our premium rates. This designation will remain in full force and effect until changed or revoked by this Board of Education or its authorized representative.

8. **RESOLVED THAT**, the Mountainside Board of Education, accepts the FY 2016-2017 audit, and approves the submission of the CAFR (Comprehensive Annual Financial Report) as presented by the firm of Hodulik & Morrison, P.A.

9. **BE IT RESOLVED THAT**, in accordance with Resolution #7 under Budget and Finance in the June 27, 2017 minutes, the Board authorizes the transfer of \$193,768 into the tuition reserve from 2016-2017 fiscal year funds in excess of the allowable 2% of adjusted expenditures.

10. **WHEREAS**, the Mountainside Board of Education approved a resolution at the June 27, 2017 meeting authorizing the Business Administrator to proceed with all necessary adjustments and transfers to close the books for the 2016-2017 fiscal year; and

WHEREAS, the district was informed during the month of July 2017 by the New Jersey Department of Education of the award of Extraordinary Aid and Non-Public School Transportation Aid in the amounts of \$165,898 and \$17,254 respectively;

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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 \$45,072 and Non-Public Transportation Aid of \$17,254 from the 2016-2017 fiscal year excess surplus calculation, and further, approve the appropriation of said funds in the 2017-2018 fiscal year to account 11-000-291-270-000-001.

11. 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 #9). 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: #1-11**

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

1. Move to approve upon the recommendation of the Chief School Administrator, leave of absence for Eric Larson, School Business Administrator, from January 2, 2018 or sooner, until June 30, 2018.
2. Move to approve upon the recommendation of the Chief School Administrator, the resignation of Heather Goldstein, Guidance Counselor, and to thank her for her service to the Mountainside School District (Attachment #10).
3. Move to approve upon the recommendation of the Chief School Administrator, the resignation of Christopher Eckert from the stipend position of Boys' Basketball Coach (Attachment #11).
4. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Nicole Mansfield, to the position of part time Basic Skills Instructor, at a salary of \$42,512.80 (80% of \$53,141), Step 1 BA, pro-rated, to be charged to Title I ESEA Federal Grant, effective November 27, 2017 until June 30, 2018 (Attachment #12).
5. Move to approve upon the recommendation of the Chief School Administrator, the appointment of April Starling, to the stipend position of Chess Club Advisor Grades 3-5, for the 2017-2018 school year, at a rate of \$32.19 per session, not to exceed 30 sessions.
6. Move to approve upon the recommendation of the Chief School Administrator, the appointment of Morgan Felt, to the stipend position of Assistant Play Director, for the 2017-2018 school year, at a salary of \$2,459.

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XVIII. Committee Reports

Building and Grounds Committee – Mr. Gioia said that the puddles at Deerfield will be remedied and also that board members will meet with the town on December 4th to discuss snow plowing for the district.

XIX. Public Participation

Karen Dillon commented on the discussion at the town council meeting regarding the playground grant and potential future soccer field grants. She also commented on the replacement of the guidance counselor and asked if there would be continuity.

Genevieve Cooper commented on the maintenance of the Beechwood field and bleachers at Deerfield.

Mike Silva asked about the timeline for the playground installation

Adrienne Matejek asked about participating in the playground committee

XX. Adjournment

A motion was made by Mr. Gioia at 10:01 p.m., seconded by Mr. Venes to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

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