

**Minutes of the Regular Meeting
April 24, 2018**

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 7:02 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
Dr. Dana Guidici Pietro
Mr. Christopher Minks
Mrs. Kate Motz
Mr. James Ruban, Jr.
Mr. Carmine Venes

Also present were Dr. Nancy Lubarsky, Chief School Administrator and Mrs. Donna Alonso, 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: Gioia		
RC) Gioia – Yes	Guidici Pietro – 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 7:03 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.

IV. Close Executive Session and Reconvene Public Session

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

The public meeting was reconvened at 8:02 p.m.

V. Flag Salute

VI. Approval of Minutes

Moved: Gioia	Seconded: Venes		
RC) Gioia – Yes	Guidici Pietro – Yes	Minks – Yes	
	(Abstained for 4/3/18)		
Motz – Yes	Parker – Yes	Ruban – Yes	Venes – Yes
	(Abstained for 4/3/18)		

- ❖ Minutes of the Regular Meeting of March 19, 2018
- ❖ Minutes of the Executive Session of March 19, 2018
- ❖ Minutes of the Executive Session of April 3, 2018
- ❖ Minutes of the Special Meeting - Community Forum on April 17, 2018

VII. Correspondence - None

VIII. Public Participation - None

IX. President’s Report - None

X. Chief School Administrator’s Report

The Board recognized the Deerfield School Health Bee Team for winning 2nd place in the United Health Care Health Bee Competition.

Dr. Lubarsky and Mrs. Alonso gave a presentation on the 2018-2019 School Year Budget.

Some cast members of the *Beauty and the Beast* production gave an encore performance for the Board.

XI. Berkeley Heights Liaison Report

Mrs. Parker congratulated all who participated in the GL production of *Peter Pan*. Mrs. Parker also reported on PARCC scores.

XII. Administration

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

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

1. Move to approve upon the recommendation of the Chief School Administrator, a change to the 2017-2018 school district calendar, due to using an additional snow day, establishing Wednesday, June 20, 2018, as a day on which schools will be in session, operating on an early dismissal schedule.
2. Move to approve upon the recommendation of the Chief School Administrator, the Beechwood and Deerfield Schools March 2018 safety and security drill reports (Attachment #2).

XIII. Budget and Finance

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

Moved: Gioia	Seconded: Guidici Pietro		
RC) Gioia – Yes	Guidici Pietro – 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 March 2018 (Attachment #3).
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated April 1, 2018, through April 30, 2018 (Attachment #4).
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of March 2018 and the Financial Reports of the Board Secretary for the month of March 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 March 2018:

RESOLVED THAT, the Board accepts the Treasurer Report for the month of March 2018 and the Financial Reports of the Board Secretary for March 2018 as submitted and certified (Attachment #5).

4. **WHEREAS**, the Mountainside Board of Education adopted a tentative budget on March 19, 2018 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 11, 2018; and

WHEREAS, the tentative budget was advertised in the legal section of the Westfield Leader on April 19, 2018; and

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WHEREAS, the total amount of the budget for General Fund Expenses shall be \$17,344,545, of which \$16,032,764 shall be raised by tax levy; and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$213,232 and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$1,704,922 of which \$1,237,201 shall be raised by tax levy.

NOW THEREFORE, BE IT RESOLVED that the Mountainside Board of Education hereby adopts the 2018-2019 School Year budget and,

BE IT RESOLVED that there should be raised for the General Funds tax levy \$16,032,764 for the ensuing School Year 2018-2019 and,

BE IT RESOLVED that there should be raised for Debt Service tax levy, \$1,237,201, for the ensuing School Year 2018-2019.

WHEREAS, the Mountainside Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Chief School Administrator and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per authorized staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1st through June 30th); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education out of district travel and reimbursement forms; and

THEREFORE, BE IT RESOLVED, that the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education out of district travel and reimbursement forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000 for all staff and Board members.

5. Move to approve upon the recommendation of the Chief School Administrator, the proposed adjustments to the 2018-2019 Budget presented at the Public Hearing held on April 24, 2018 (Attachment #6).

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6. **RESOLVED**, that the Mountainside Board of Education set the annual fee for Subscription Bussing for FY 2018-2019 at \$450.00.
7. Move to approve upon the recommendation of the Chief School Administrator, to accept the following donations:

Watts Foundation	\$6,000	Purchase of non-fiction, science and biographical books for the Deerfield Media Center.
BWISEDESIGN, LLC	\$11,357	Office furniture for Beechwood School.
Whole Kids Foundation	\$2,000	To be used for the Beechwood School garden.

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.

XIV. Personnel

The following motions were approved by roll call vote: **Personnel: #1-6**

Moved: Gioia

Seconded: Guidicipietro

RC) Gioia – Yes to all

Guidicipietro – Yes Minks – Yes

except No to Attachment #9

Entry #26

Motz – Yes

Parker – Yes

Ruban – Yes

Venes – Yes

1. Move to approve upon the recommendation of the Chief School Administrator, the certificated tenured personnel list for the 2018-2019 school year (Attachment #8).
2. Move to approve upon the recommendation of the Chief School Administrator, the certificated non-tenured personnel list for the 2018-2019 school year (Attachment #9).
3. Move to approve upon the recommendation of the Chief School Administrator, the secretaries and custodians list for the 2018-2019 school year (Attachment #10).
4. Move to approve upon the recommendation of the Chief School Administrator, the addition of Carolee Lavey to the Substitute Teacher List for 2017-2018 school year (Attachment #11).
5. Move to approve upon the recommendation of the Chief School Administrator, the notification to take classes from Adrienne Ridley, 6th Grade Language Arts Teacher, at Liberty University for the Summer 2018 session for three (3) graduate credits in the amount of \$1,845.00 (Attachment #12).

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XIX. Committee Reports

Social Emotional Learning Committee met on Friday, April 20th. The committee narrowed down programs to two.

XX. Public Participation - None

XXI. Adjournment

A motion was made by Mr. Minks at 9:10 p.m., seconded by Mr. Gioia to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

Mrs. Donna Alonso
School Business Administrator/Board Secretary