

Minutes of the Regular Meeting

December 19, 2023

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

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 Mrs. Pupo, at 6:31 p.m.

II. Roll Call

At roll call, the following members were present:

Mr. Bill Dillon
Mr. Michael Goodwin
Dr. Dana Guidiciopietro
Mr. Jordan Hyman
Mrs. Vivian Pupo
Mrs. Candice Schiano
Mr. Carmine Venes

Also present were Janet Walling, Superintendent of Schools, and Steven Robinson, Interim Business Administrator/Board Secretary.

III. Executive Session - Resolution (Attachment #1)

Moved: Mr. Venes

Seconded: Mr. Goodwin

RC: Dillon -yes

Goodwin - yes

Guidiciopietro - yes Hyman - yes

Pupo - yes

Schiano - 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 matters

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 then that will be.

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THEREFORE BE IT RESOLVED, that the Board adjourn to executive session at 6:33 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed 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: <u>Mrs. Schiano</u>	Seconded: <u>Mr. Hyman</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - yes	Venes -yes	

The public meeting reconvened at 7:35 p.m.

V. Flag Salute

VI. Approval of Minutes

Moved: <u>Dr. Guidici Pietro</u>	Seconded: <u>Mr. Venes</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro -yes	Hyman - yes
Pupo - yes	Schiano - abstained	Venes -yes	

- ❖ Minutes of the Regular Meeting of November 21, 2023
- ❖ Minutes of the 1st Executive Session of November 21, 2023
- ❖ Minutes of the 2nd Executive Session of November 21, 2023

VII. Correspondence - none

VIII. Public Participation - none

IX. President's Report - Mrs. Pupo thanked outgoing Business Administrator, Steven Robinson. She also thanked Educators of the Year and retiree Denise Barone who are in attendance tonight.

X. Superintendent's Report - Mrs. Walling thanked retiree Denise Barone, Deerfield Secretary, for her 19 years with the district. She presented her with a gift from the Board. She then recognized the Educators of the Year. She then thanked Mr. Robinson for his work with us over the past 2 years, and his work on our fiscal responsibility providing the best education possible for our students. She is looking forward to continuing the same model and the transition to working with Mrs. Sullivan beginning after break. She thanked the district for generous donations for our Angel Tree, and thanked Ms. Ross for organizing care packages for the needy. Basketball season, after school activities, and the school play are in full swing. Mrs. Pupo noted the excellent winter concerts, and Mrs. Walling thanked Mr. Wise, Mr. Rosenblum, and Mr. Stasio for technical support. Mrs. Walling circled back to the report that Mr. Dillon asked about last month, and questioned the inaccurate data regarding our school ranking. The board thanked her for the clarification.

XI. Business Administrator's Report - Mr. Robinson met with the incoming Business Administrator, who he has worked with for many years and is confident in her taking on this

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role for the district. They discussed the budget calendar. He hopes the state funding will continue to keep up with expenses, and provides additional funding for public schools to replace temporary grant funding that supports mental health needs.

- XII. Berkeley Heights Liaison Report** - Mr. Hyman thanked Mr. Robinson for the stability he brought to our district as BA. He reported from the last Berkeley Heights meeting on 12/14, giving winter sports and other extracurricular activities updates. He noted 2 outgoing board members. He noted 2 new classes at GL that will be offered in the fall. Berkeley Heights purchased a new transportation software program. They approved 5 Board goals, and an in-depth action plan to reach them. Mr. Venes thanked Mr. Robinson for his easy to follow budgets, and approach to getting things done.

XIII. Administration

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

Moved: <u>Dr. Guidici Pietro</u>	Seconded: <u>Mr. Hyman</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - yes	Venes -yes	

1. Move to approve upon the recommendation of the Superintendent, the Safe Return to In-Person Instruction and Continuity of Service Plan, pursuant to the Federal American Rescue Plan Act. (Attachment #2)
2. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools November 2023 safety and security drill reports. (Attachment #3)

XIV. Budget and Finance

Mrs. Walling detailed the Watts Foundation donation. Mr. Dillon asked about item #6, to which Mr. Robinson responded.

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

Moved: <u>Mr. Hyman</u>	Seconded: <u>Mr. Goodwin</u>		
RC: Dillon -yes	Goodwin - yes	Guidici Pietro - yes	Hyman - yes
Pupo - yes	Schiano - yes	Venes -yes	

1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of November 2023. (Attachment #4)
2. **RESOLVED THAT**, the Board approve the payment of the bill list dated November 23, 2023, through December 20, 2023. (Attachment #5)
3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month November 2023 and the Financial Reports of the Board Secretary for the month of November 2023; and

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WHEREAS, the Interim Board Secretary, Steven Robinson, 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 2023:

RESOLVED THAT, the Board accepts the Treasurer Report for the month of November 2023 and the Financial Reports of the Board Secretary for November 2023 as submitted and certified. (Attachment #6)

4. Move to approve upon the recommendation of the Superintendent, the Transportation Agreement between MUJC and the Mountainside School District to Banyan, Newmark Grammer and Newmark High School for the 23/24 school year, in the amount of \$139,426.50. (Attachment #7)
5. Move to approve upon the recommendation of the Superintendent, the Transportation Agreement between MUJC and the Mountainside School District to Banyan, Newmark Grammer and Newmark High School for the 23/24 extended school year, in the amount of \$17,241.89 (Attachment #8)
6. Move to approve upon the recommendation of the Superintendent, the Joint Transportation Agreement contract between Garwood School District and the Mountainside School District for ESY and the 2023-2024 school year. (Attachment #9)
7. Move to approve upon the recommendation of the Superintendent, to accept a donation from the Watts Foundation in the amount of \$26,862, to be used as follows: (Attachment #10)

Beechwood School (\$6,720 total)	Deerfield School (\$20,142 total)
Media Center (\$3,000)	Room Darkening Shades for Gym (\$10,740)
Decodable Books (\$2,400)	Media Center (\$5,402)
Sensory Hallway (\$1,320)	STEAM Classroom (\$4,000)

8. Move to approve in accordance with MBOE policy 6471, School District Travel, and upon the recommendation of the Superintendent, the travel, professional development requests, 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. All reimbursements shall be made in accordance with state guidelines 18A:11-12.

XV. Personnel

Mr. Dillon commented that the Finance Committee met and supported the increase for #8. Mr. Hyman asked for an update on the Beechwood electronic sign, to which Mrs. Walling responded.

The following motions were approved by roll call vote: **Personnel #1-14**

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Moved: Mr. Venes

Seconded: Mrs. Schiano

RC: Dillon -yes

Goodwin - yes

Guidici Pietro - yes

Hyman - yes

Pupo - yes

Schiano - yes

Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the appointment of **Dana Sullivan** as Interim School Business Administrator and Board Secretary, for the remainder of the 2023-2024 school year at a per diem rate of \$750, for 2 days a week, effective January 1, 2024 to June 30, 2024, as approved by the County Superintendent. (Attachment #12)
2. Move to approve upon the recommendation of the Superintendent, to recognize the following staff members for their dedication to the students, families, and staff of the Mountainside School District. Their support, professionalism, and commitment is recognized and appreciated daily:

Beechwood School	
Judy Wargaski , First Grade	Teacher of the Year
Carla Clausen , Occupational Therapist	Educational Services Professional of the Year
Stefaine Mathis , Custodian	Support Staff of the Year
Deerfield School	
Cory Berger , 5th Grade	Teacher of the Year
Carla Clausen , Occupational Therapist	Educational Services Professional of the Year
Christine Kieseewetter , Aide	Support Staff of the Year

3. Move to approve upon the recommendation of the Superintendent, the revised appointments of leave replacement teachers as follows:

Name	Loc.	Position	Salary/Step	Start	End
Nicole Tyburski	DF	*Gr. 3 Elementary	\$54,875 Step 1 BA (prorated)	*1/2/24	6/20/24
Kirsten Post	DF	Gr. 3 Elementary	\$58,451 MA Step 2 (prorated)	11/6/23	**12/22/23
JoAnne DiPaola	DF	Gr. 3-8 Phys. Ed/Health	\$54,875 BA Step 1 (prorated)	11/13/23	**12/22/23
Kirsten Post	DF	Gr. 3-8 Phys. Ed/Health	\$58,451 MA Step 2 (prorated)	**1/2/24	5/7/24

**this position and date is revised from the previous approval on October 17, 2023*

***these dates are revised from the previous approval on November 21, 2023*

4. Move to approve upon the recommendation of the Superintendent, to accept the resignation of **Barbara Higinbotham**, Elementary Teacher, effective 12/15/23. (Attachment #13)

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5. Move to approve upon the recommendation of the Superintendent, the notification to take classes from **Jen Smith**, PEAK Teacher, for classes taken at TCNJ, for the 2023 Fall Session for three (3) graduate credits in the amount of \$1,995. (Attachment #14)
6. Move to approve upon the recommendation of the Superintendent, **Ferdinando Melo** to complete clinical hours with Mr. Stanton and Mrs. Wong. These hours will apply towards physical education field experience requirements for Kean University as follows: (Attachment #15)
 - Clinical 1a & Spring 2024: one full day per week (90 hrs.min.) each
 - Clinical II Fall 2024 five full days per week (450 hrs. min)
7. Move to approve upon the recommendation of the Superintendent, to increase pay for substitutes without a degree from \$105 to \$115 per day, effective 1/1/24.
8. Move to approve upon the recommendation of the Superintendent, to increase pay from \$15 to \$15.25/hour, effective 1/1/24 for the following staff members:

Bove, Carmela	Klein, Lauren
DiPaola, Joanne	Silva, Ana
Hansen, Allison	Zagami, Christine
Kiesewetter, Christine	Zmuda, Monika

9. Move to approve upon the recommendation of the Superintendent, the 2023-2024 School Year Stipend Positions, contingent upon student enrollment for those student activities subsidized in accordance with Board Policy 2436, Activity Participation Fee Program.

Position	Name	Salary
Gifted and Talented Support (outside of school hours) <i>*NOTE: ARP Clubs are not part of the MEA agreement and are contingent on ARP funding</i>	Rose Sardina Adrienne Ridley Vincent Stasio Susan Browne	\$36/session <i>NTE 60 sessions each</i>
Play Set Design & Construction	Victoria Tiscia	\$2,734 (3+ yr. rate)

10. Move to approve upon the recommendation of the Superintendent, the following list of parent volunteers to assist Mr. Rosenblum and Mrs. Wargaski with the middle school play.

Danielle McLaughlin	Lisa Klemmens	Kristen Steinmetz	Risa Glenn
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11. Move to approve upon the recommendation of the Superintendent, the addition of the following to the 2023-2024 Substitute List, pending paperwork and successful criminal background check. (Attachment #16)

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Name	Certification	Rate
Wayne DeVico	Sub Custodian Sub Supervisor	\$25/hour \$32/hour
Everett Edwards	Sub Custodian	\$19.12/hour
Jaime Quinn	Sub Cert pending w/ degree	\$115/day
Jordan Tango	Sub Cert. (pending)	\$105/day \$115/day as of 1/1/24
Lisa Ontell	Teacher Cert.	\$125/day

12. Move to approve upon the recommendation of the Superintendent, to extend the unpaid family leave for **Laurie Naftulin**, 2nd Grade Teacher, from February 20, 2024 through April 26, 2024. She anticipates returning to work on April 29, 2024. (Attachment #17)
13. Move to approve upon the recommendation of the Superintendent, to extend the appointment of **Grace Elliott**, 2nd Grade Leave Replacement, through April 30, 2024, at the (prorated) salary of \$57,949, Step 1 MA.
14. Move to approve upon the recommendation of the Superintendent, to appoint **Monica Salamanca** to the position of 10-month secretary at Deerfield School, at the salary of \$48,189, Step 2, prorated, beginning January 2, 2024, pending successful criminal background check and paperwork. (Attachment #18)

XVI. Policy

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

Moved: Mr. Hyman

Seconded: Mr. Goodwin

RC: Dillon -yes

Goodwin - yes

Guidici Pietro - yes

Hyman - yes

Pupo - yes

Schiano - yes

Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the first reading:

P 3212 R 3212	Attendance	Revised/Mandated New
P 4212 R 4212	Attendance	Revised/Mandated New
P 6660	Student Activity Fund	Revised/Mandated

2. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the second reading and adoption:

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P 1648.15	Recordkeeping for Healthcare Settings in School Buildings – COVID-19	New/Mandated
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XVIII. Old Business -none

- XIX. New Business** - Mr. Hyman motioned to establish a Berkeley Heights Committee ahead of the reorganization meeting. The board agreed to vote on it.

The following walk-on motion was approved by roll call vote: **New Business #1**

Moved: Mr. Hyman Seconded: Dr. Guidici Pietro
RC: Dillon -yes Goodwin - yes Guidici Pietro - yes Hyman - yes
 Pupo - yes Schiano - yes Venes -yes

1. Move to approve upon the recommendation of the Superintendent, to establish an additional Berkeley Heights Board Committee beginning January 2, 2024.

- XX. Committee Reports** - Mr. Dillon discussed the Budget and Finance Committee. He noted MSBL requested field updates. He noted upcoming elections that will be held in our buildings, despite requests to remove polling from our schools, in anticipation of calendar preparations. The township notified us that they will soon be replacing the light source in the tennis court area that had been damaged. Mrs. Walling will reach out to the Curriculum Committee to meet about 24/25 calendar preparation. The Strategic Planning Committee will meet to build our next 5-year plan, which will likely be approved in the fall.

- XXI. Public Participation** - none from the public. Mr. Dillon commented on the good work of the Deerfield Select Choir and how special it is for them to perform at Radio City. He asked for feedback ahead of meeting with the committee regarding budget preparation. He also asked how our buses fared during the recent storms with flooding, to which Mrs. Walling responded. The only issue was to Vo-Tech due to closures on Rt. 22. Mrs. Pupo thanked Mr. Robinson, Mrs. Walling, and the board for their work this year.

XXII. Adjournment - Resolution (Attachment #1)

A motion was made by Mr. Venes at 8:36 p.m., seconded by Dr. Guidici Pietro to adjourn. The motion was passed by unanimous voice vote, 7 ayes - 0 nays.

Respectfully Submitted,

Dana Sullivan
Interim Business Administrator/Board Secretary