

September 23, 2013

Minutes  
MOUNT ARLINGTON BOARD OF EDUCATION  
Regular Meeting  
September 23, 2013

MEETING CALLED TO ORDER

PRESENT: Gene Paradiso, Vice President  
Liz Cangiano  
Rachel Byrne  
Al Decena  
John Longtine  
Sheila Studint

ABSENT: Liz D' Abbraccio, President

ALSO PRESENT: Robin C. Tedesco, Business Administrator, Board Secretary  
Jane Jameson, Superintendent of Schools

The Vice President called the meeting to order at 7:09 P.M. in the Edith M. Decker School, gymnasium, declared a quorum present and read the following notices.

The Mount Arlington Board of Education is meeting for action and discussion about business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to ensure the public's right to have advance notice of and to attend meetings of public bodies at which business affecting their interest is discussed or acted upon. In accordance with this Act, the Board of Education has sent notice of today's meetings and copies of the Agenda to the:

Daily Record  
Roxbury Register  
Star Ledger  
Municipal Clerk  
Board Members

Notice of today's meeting and copies of the Agenda have been posted in the following places:  
Mount Arlington School  
Edith M. Decker School  
Mount Arlington Public Schools Website

All present gave the Pledge of Allegiance.

Mrs. Jameson presented awards of tenure to the teachers. Mrs. Jameson and Mr. Grillo presented awards to high honor roll, honor roll, citizenship recipients and special recognition.

PUBLIC SESSION:

No comments.

MINUTES:

Motion by Mrs. Studint and seconded by Mr. Decena, to approve minutes of the August 26, 2013 regular and closed meeting.

Roll Call:       6   Yes               0   No               1   Absent

BUSINESS ADMINISTRATOR'S REPORT- Mrs. Tedesco discussed the motions before the Board as shown on the agenda.

BUSINESS - ACTION ITEMS BY COMMITTEE

FINANCE:

Motions 092313-B-1 through 092313-B-24 were moved by Mr. Paradiso and seconded by Mrs. Cangiano.

FINANCE:

092313-B-1 RESOLVED, that the Mount Arlington Board of Education approve the check register of payments dated from August 27, 2013 through September 23, 2013, in the amount of \$474,012.58 as presented to the Board be approved.

092313-B-2 RESOLVED, that the Mount Arlington Board of Education approve the list of line item transfers for the months of August 2013.

092313-B-3 RESOLVED, that the report of the Secretary and the related statement of cash balances for the month of August 2013 be approved by the Mount Arlington Board of Education and ordered filed, and further that the Mount Arlington Board of Education approve the certification of the Board Secretary for the month of August 2013 that no line item account has encumbrances and expenditures which, in total, exceed the line appropriation of the adopted 2013-2014 budget, as revised, in accordance with N.J.S.A. 18A:17-9 and further certifies that no major account or fund has been expended in violation of N.J.S.A. 18A:17-8 or N.J.S.A. 18A:19.

092313-B-4 RESOLVED, that the Mount Arlington Board of Education approve travel and related costs, as follows which are educationally necessary and fiscally prudent and are related to and within the scope of the employees' current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with State travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1 et. seq.

Name	Seminar/Conference	Date	Est. Expense	Mileage Expense
J. Grillo	Shifting Gears to the District Workshop	8/12/13	-0-	\$45.35

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R. Tedesco	ASSA Workshop	9/25/13	-0-	\$18.55
S. Cummings	ASSA Workshop	9/25/13	-0-	\$18.55
J. Crawford	NJ Consortium Gifted & Talented Planning Meeting	9/26/13	-0-	\$12.72
E. Gilcher	Art Educators of NJ Fall Conference	10/4/13	\$125.00	\$25.28
J. Tonic	2013 Science Teacher's Convention	10/16/13	\$165.00	\$29.82
M. Malakuskie	2013 Science Teacher's Convention	10/16/13	\$165.00	*
L. Alexander	How Mentor Texts Lift Student Writing	10/18/13	\$150.00	\$27.39
L. Westervelt	How Mentor Texts Lift Student Writing	10/18/13	\$150.00	\$27.39
J. Jameson	NJSBA Conference	10/22/13-10/24/13	\$418.00	\$91.95
R. Tedesco	NJSBA Conference	10/22/13-10/24/13	\$418.00	\$91.95
J. Grillo	NJSBA Conference	10/22/13-10/24/13	\$418.00	\$91.95
L. D'Abbraccio	NJSBA Conference	10/22/13-10/24/13	\$418.00	\$91.95
L. Cangiano	NJSBA Conference	10/22/13-10/24/13	\$418.00	\$91.95
J. Longtine	NJSBA Conference	10/23/13-10/24/13	\$223.00	\$91.95
G. Paradiso	NJSBA Conference	10/23/13-10/24/13	\$223.00	\$91.95
J. Decena	NJSBA Conference	10/23/13-10/24/13	\$223.00	\$91.95
N. Sutura	MCSNA Refresher CPR Course	10/24/13	\$40.00	-0-
R. Brockman	MCSNA Refresher CPR Course	10/24/13	\$40.00	-0-
T. Occhiuzzo	The Inside Guide to the Reading-Writing Classroom	5/29/14	\$150.00	\$26.46

\*carpool

092313-B-5 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Annual Membership Dues to the New Jersey Association of School Administrators in the amount of \$1,785.00.

092313-B-6 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Annual Membership Dues and Assessments to Morris County Association of School Administrators Association in the amount of \$350.00.

092313-B-7 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Annual Membership Dues and Assessments to Morris County Association of School Business Administrators in the amount of \$325.00.

092313-B-8 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Annual Membership Dues and Assessments to the Morris County Administrators of Special Education in the amount of \$225.00.

092313-B-9 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Membership renewal to the New Jersey Association of School Business Officials in the amount of \$990.00.

092313-B-10 RESOLVED, that the Mount Arlington Board of Education approve payment of the 2013-2014 Membership dues to the Morris County School Nurses Association in the amount of \$70.00.

092313-B-11 RESOLVED, that the Mount Arlington Board of Education determines the following bus routes where sidewalks, safe walking conditions and/or crossing guards are not provided, to be considered as Hazardous routes;

Mount Arlington School: Routes 1 through 6  
 Edith M. Decker School: Routes 7 through 9  
 Edith M. Decker School: Route 10 and Route 11 Kindergarten  
 Roxbury High School: Routes 12 through 14

092313-B-12 RESOLVED, that the Mount Arlington Board of Education approve payment to the Sussex County Regional Cooperative for the 2013-2014 Special Education summer transportation.

Route	Route Number	Cost
Special Education	SJ001	\$3,484.00

092313-B-13 RESOLVED, that the Mount Arlington Board of Education approve the following routes and costs for the 2013-2014 school year with Educational Services Commission of Morris County:

Route	Route Number	Cost
Public	MA01 thru MA14	\$239,876.11
Public	CE627	\$ To follow

Non-Public	P0067	\$ 7,332.60
Academy	ACMH8	\$ 9,316.40
Special Education	CS422 & CE542	\$ To follow
Pre-K Route	MTA1	\$29,848.00

092313-B-14 RESOLVED, that the Mount Arlington Board of Education approve the following route and cost for the 2013-2014 school year with Sussex County Regional Cooperative:

Route	Route Number	Cost
Special Education	J-A14	\$12,600.00

092313-B-15 RESOLVED, that the Mount Arlington Board of Education approve the following Special Education Tuition contracts:

Student ID	Contract	Dates	Tuition	Aide	Related Services
10236	Wharton Borough STARS	9/5/13-6/30/14	\$47,980.00	\$14,992.00	N/A
10660	Chester School District	9/9/13-6/24/14	\$18,187.61	N/A	\$5,760.00

092313-B-16 RESOLVED, that the Mount Arlington Board of Education contract with Celebrate the Children for the following After School Program for an out of district student requiring special education and related services:

Student ID	Contract	Dates	Cost per session	Number of Sessions
10050	Celebrate the Children	Immediately and through 6/30/14	\$45.00 per session (includes one-to-one aide); or \$90.00 per week	Two times per week @ 90 minutes per session

092313-B-17 RESOLVED, that the Mount Arlington Board of Education contract with Saint Clare's Health Systems Partial Hospitalization Program for tutorial services beginning 9/17/13 through 10/31/13 for 1 hour per day at the rate of \$54.00 hour per day for a general education student.

092313-B-18 RESOLVED, that the Mount Arlington Board of Education approve the following transportation costs for various athletic programs for the 2013-2014 school year, not to exceed \$14,000.00.

Away Games	Soccer, Basketball, Softball	\$312.41 per bus *
Shuttles one way	Soccer, Basketball, Softball	\$57.00

\*\$70.00 per hour overtime after 4 hours

092313-B-19 RESOLVED, that the Mount Arlington Board of Education renew the food service contract for 2013-2014 School year on a flat management fee basis. The Mount Arlington Board of Education shall pay Maschio's an annual management fee in the amount of \$7,822.00. The management fee shall be payable in monthly installments of \$782.20 per month commencing on September 1, 2013 and ending on June 30, 2014.

BE IT FURTHER RESOLVED, Maschio's guarantees a return to the Mount Arlington Board of Education in the amount of \$985.00. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio's shall be responsible for any shortfall.

092313-B-20 RESOLVED, that the Mount Arlington Board of Education enter into a shared services Agreement for Technology Support Services, with Morris School District Board of Education, at an hourly rate of \$77.00 and an additional \$4.00 per hour as an administration fee for a total of \$81.00 per hour. This service will be on an as needed basis from July 1, 2013 through June 30, 2014.

092313-B-21 Approves Petty Cash Organization Accounts  
WHEREAS, there has been a need to establish a petty cash fund for the purpose of making immediate payments of comparatively small amounts as per board policy;

WHEREAS, the State Board of Education has amended N.J.S.A.18A:4-15 and 18A:19-13, and Title 6 of the N.J.A.C. 6:20-2.10 to establish requirements which strengthen the fiscal controls and accountability for petty cash funds;

RESOLVED, that the Mount Arlington School District Board of Education, in the County of Morris, New Jersey authorizes the establishment of the following petty cash funds in the amounts indicated below:

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<u>Location</u>	<u>Acct. Amount</u>	<u>Single Expenditure</u>
Mount Arlington Public School	\$ 150	\$ 150
Edith M. Decker Public School	\$ 50	\$ 50
Board Office	\$ 300	\$ 100

Each primary signatory shall insure that:

- a. Petty cash funds are spent for budgeted items only.
- b. Funds are not used to subvert the regular purchasing procedures.
- c. The checking accounts are to be reconciled on a monthly basis and reported to the board.
- d. Petty cash is distributed in check form on the two signatures indicated above.
- e. All disbursements for petty cash shall be reported at the next regular meeting of the Board as it is reimbursed.
- f. All petty cash funds shall be established by board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.

092313-B-22 RESOLVED, that the Mount Arlington Board of Education approve the fixed asset disposal of a Victory 2 door refrigerator in the amount of \$2,970.00.

092313-B-23 RESOLVED, that the Mount Arlington Board of Education approve the service agreement with Honeywell Building Solutions for the contract period September 1, 2013 to September 1, 2014 in the amount of \$3,950.00.

092313-B-24 RESOLVED, that the Mount Arlington Board of Education contract with Judith Shapiro, MS/LDTC OG-THT, for the training and delivery of the Orton Gillingham reading program, to provide curriculum based assessments and to provide training in automaticity and fluency programs starting immediately and through June 30, 2014, at the cost of \$175.00 per hour, not to exceed 80 hours.

Roll Call: 6 - Yes 0 - No 1 - Absent

Mr. Longtine, Mrs. Cangiano, Mr. Decena and Mrs. Paradiso abstained from motion 092313-B-4

Motions 092313-B-25 and 092313-B-26 were moved by Mr. Paradiso and seconded by Mrs. Studint.

092313-B-25 RESOLVED, that the Mount Arlington Board of Education appoint Rachel Byrne as Representative to Roxbury BOE for the remainder of the 2013-2014 school year.

092313-B-26 RESOLVED, that the Mount Arlington Board of Education change their regular scheduled meeting on October 28, 2013 to October 29, 2013. The meeting will be held at the Mount Arlington Public School, 235 Howard Boulevard, Mt. Arlington, New Jersey, at 7:00 PM.

BE IT FURTHER RESOLVED, that the aforesaid notice will be posted in the Board of Education, Administrative Office, 446 Howard Boulevard, Mount Arlington, New Jersey.

BE IT FURTHER RESOLVED that the aforesaid notice be sent to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meeting Act.

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerks of municipality.

Roll Call:      6 - Yes              0 - No              1 - Absent

SUPERINTENDENT'S REPORT: Mrs. Jameson reviewed the motions before the Board as shown on the agenda.

PERSONNEL:

Motions 0923-S-1 through 092313-S-7 were moved by Mrs. Studint and seconded by Mr. Paradiso.

092313-S-1 RESOLVED that the following district teachers and aides approved as Home Program Providers, be allowed to substitute for each other with hours not to exceed total approved hours for individual programs.

Christine Buehler-part-time	Haydee Padalino-part-time
Carissa Caliguri-part-time	Tina Park-part-time
Kelly Carille-part-time	Michelle Leech Parkins-part-time
Lynzee Coble-part-time	Jody Polidoro-part-time
Katelyn Donohue-part-time	Martha (Diaz) Pizarro-part-time
Jessica Garcia-full-time	Sheri Rubin-part-time
Laine Geary-full-time	Michelle Rehse-full-time
Mary Pat Graziano-part-time	Christine Scheibner-full-time
Deborah Hall-part-time	Alycia Spatola-part-time
Diana Halsey-part-time	Stefanie Sutura-part-time
Connie Koseff-part-time	Jennifer Valenti-part-time
Kari Little-part-time	Stephanie Weiss-part-time
Nicole Malakuskie-part-time	Samantha Woodhull-part-time



092313-S-2 RESOLVED that the following district aides be allowed to substitute for each other with hours not to exceed total approved hours for the specific program as determined by Individualized Education Plans.

- Laurie Dachowski-part-time
- Lauren Edge-part-time
- Rebecca Foster-part-time
- Laine Geary-full-time
- Diana Halsey –part-time
- Monica Hertel-part-time
- Robin Hughes-part-time
- Nora Leydon-part-time
- Carrie Murray-part-time
- Cheryl Sanchez-part-time
- Christine Scheibner-full-time
- Alycia Spatola-part-time
- Marie van Rossen-part-time
- Mary Ellen Wehmeyer-full-time

092313-S-3 RESOLVED that in accordance with the Superintendent's recommendation, the 10 month non-certificated staff listed below be approved for the 2013-2014 school year, effective September 1, 2013 at the salary indicated with terms and conditions as per contract on file in the Board of Education Office.

Name	Position	2013/14 Salary
Alycia Spatola	P/T Instructional Aide	18.72 per hour

092313-S-4 RESOLVED to add Karen Kellam, Marie Roy and Jayne Pardee (Nurse) to our list of substitute teachers/nurses for the 2013-2014 school year. (Note: Teaching/Substitute certification and State Approved Background Checks are on file in the Superintendent's office).

092313-S-5 RESOLVED to approve the following chaperones for the 6<sup>th</sup> grade Camp Bernie trip, on Tuesday, September 27, 2013, Andrea Danysh, Kara Kelly, Chris Merker, John Obermiller, Emilie Peterson, Jennifer Tonicic, Joyce Ferraro (nurse).

092313-S-6 RESOLVED to appoint Mary Ellen Wehmeyer as temporary bus aide for a special education Decker School student for up to 2.5 hours/week at a rate of \$18.72/hour. (State approved background check as on file in the Superintendent's Office).

092313-S-7 RESOLVED to amend motion 072213-S-4 the appointment of Mr. Justin Pickens, Computer Technician for the 2013-2014 school year, to full time effective September 16, 2013 through June 30, 2014 at an annual salary of \$52,245 (pro-rated) based upon 2013-2014 teacher salary guide (A-2) at BA Step 1 with terms and conditions per contract on file in the Board of Education Office.(State approved background check as on file in the Superintendent's Office).

Curriculum/Policy

Motions 092313-B-8 through 092313-S-14 was moved by Mrs. Cangiano seconded by Mr. Paradiso.

- 092313-S-8 RESOLVED that the Mount Arlington Board of Education approve the designation of the week of October 7-11, 2013 as a Week of Respect.
- 092313-S-9 RESOLVED to approve the designation of the week of October 21-25, 2013 as Mount Arlington School District School Safety and Violence Awareness Prevention Week.
- 092313-S-10 RESOLVED to approve the Mount Arlington Emergency and Crisis Management Plan as on file in the Superintendent's and Principal's Offices.
- 092313-S-11 RESOLVED to approve the "Uniform State Memorandum of Agreement between Education and Law Enforcement Officials," to be filed with the County and as on file in the Superintendent's Office.
- 092313-S-12 RESOLVED to approve the Mount Arlington School District's 2013-2014 School Nursing Plan and Standing Orders, as on file in Mount Arlington School and Edith M. Decker School nurses' offices and the Superintendent's office. (Please note these orders were signed by the school physician).
- 092313-S-13 RESOLVED, that the Mount Arlington Board of Education approves the submission of the 2013-2014 Statement of Assurances and Declaration Page to the NJ Department of Education, with the following scores:

SOA Area	Score	Score
	# of Yes Responses	% of Yes Responses
Instruction and Program	5	100%
Fiscal Management	10	100%
Governance	10	100%
Personnel	5	100%
Operations	20	100%

- 092313-S-14 RESOLVED to approve the following field trips for the 2012-2013 school year:
  - Pre-K/Kindergarten trip to Alstede Farms (pumpkin picking) on October 23, 2013 at no cost to the Board of Education.
  - 3<sup>rd</sup> Grade Gateway Trip to the Math Marathon on October 23, 2013 at the Unitarian Fellowship in Morristown at no cost to the Board of Education.
  - **Fire Drills/Emergency Drills for August/September were as follows:**
    - MAPS Fire Drills – 8/29/13 and 9/11/13
    - Decker Fire Drills – 8/28/12 and 9/11/13
    - Decker Lock Down Drill – 8/28/13
    - MAPS Non-Fire Evacuation Drill – 8/30/13

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- MAPS Lock Down Drill with first responders (Police Department) 9/23/13
- Decker Lock Down Drill with first responders (Police Department) – 9/23/13
- MAPS Bus Evacuation Drills Conducted with the Byram Bus Company and the Mount Arlington Police Department - 9/17/13
- Decker Bus Evacuation Drill Conducted with the Byram Bus Company and the Mount Arlington Police Department – 9/17/13

Roll Call: 6 - Yes 0 - No 1 - Absent

COMMITTEE REPORTS:

- A. Finance- Mr. Paradiso, Mrs. Studint and Mr. Decena met with Mrs. Tedesco to discuss finance.
- B. Personnel- Mrs. Studint reported on personnel.
- C. Buildings & Grounds- Mrs. Jameson gave a slide presentation on project updates.
- D. Curriculum/Policy- Mrs. Cangiano reported on policy.
- E. Negotiations- No Report
- F. Town Council- No report
- G. PTA- Mrs. Cangiano announced the Tricky Tray will be held on March 28, 2013 at Roxbury High School.

Delegate to Roxbury BOE- No report

Delegate to NJ School Boards- No report

Delegate to MC School Boards- No report

Delegate to ESC of Morris County- No report

OLD BUSINESS: No one wished to be heard.

NEW BUSINESS: Mrs. Jameson reported on the correspondence with the State of New Jersey that we met requirements for 2011-2012 school year.

PUBLIC COMMENT ON OTHER ITEMS OF BUSINESS:

CLOSED SESSION:

It was moved by Mr. Paradiso and seconded by Mr. Decena that the Mount Arlington Board of Education move to Closed Session at 7:50 PM, to discuss certain Legal matters, with no action expected to follow.

WHEREAS, the provisions of the Open Public Meeting Act (N.J.S.A.10:4-1 et seq.) expressly provide that a public body may move into Closed Session and exclude the public from that portion of a meeting at which the public body discusses any of the nine areas set forth in N.J.S.A.10:4-12b; and

WHEREAS, the Mount Arlington Board of Education has determined it necessary to move to Closed Session to discuss legal matters, which are included in the aforesaid exceptions.

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NOW, THEREFORE, BE IT RESOLVED by the Mount Arlington Board of Education that it does hereby move into Closed Session pursuant to N.J.S.A.10:4-12b to discuss the aforesaid matters with no related action to follow, and

IT IS FURTHER RESOLVED that the aforesaid discussions shall be made public either at the Public Meeting following said Closed Session or at such time as any litigated or personnel matters are concluded; or upon conclusion of any negotiations or related discussions; or as otherwise specified; and

IT IS FURTHER RESOLVED that this Resolution shall take effect pursuant to law.

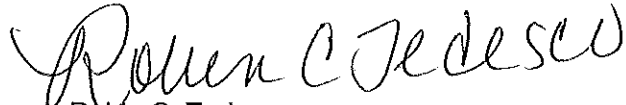
It was motioned by Mrs. Byrne and seconded by Mr. Decena that the meeting return to open session at 8:36 P.M., with all in attendance in favor and none opposed.

ADJOURN:

Motion by Mrs. Studint and seconded by Mr. Paradiso that the public meeting be adjourned.

Unanimously carried by all in attendance at 8:37 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Robin C. Tedesco".

Robin C. Tedesco  
Board Secretary