

March 16, 2015

MINUTES
MOUNT ARLINGTON BOARD OF EDUCATION
REGULAR MEETING
March 16, 2015

MEETING CALLED TO ORDER

PRESENT: Sheila Studint, President
John Longtine, Vice President
Rachel Byrne
Liz Cangiano
Al Decena
Al Roldan (Arrived at 7:36 PM)
Karl Svenningsen

ABSENT: None

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

The President called the meeting to order at 7:02 P.M. in the Mount Arlington Public School, in the media center, 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 today.

The New Jersey Open Public Meetings Law was enacted to insure 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:

Roxbury Register
Daily Record
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: www.mtarlingtonk8.org

All present gave the Pledge of Allegiance

PRESENTATION:

Mrs. Jameson and Mrs. Tedesco presented the 2015-2016 tentative budget.

PUBIC SESSION: None

MINUTES:

Motion by Mrs. Byrne and seconded by Mr. Decena, to approve minutes of the February 18, 2015 regular meeting.

Roll Call: 6 Yes 0 No 1 Absent

PUBLIC COMMENT ON AGENDA ITEMS- None

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

BUSINESS - ACTION ITEMS BY COMMITTEE

FINANCE:

Motions 031615-B-1 through 031615-B-16 were moved by Mr. Decena and seconded by Mr. Svenningsen.

- 031615-B-1 RESOLVED, that the Mount Arlington Board of Education approve the check register of payments from February 19, 2015 through March 16, 2015 in the amount of \$696,357.34 , as attached.
- 031615-B-2 RESOLVED, that the Mount Arlington Board of Education approve the list of line item transfers for February 2015.
- 031615-B-3 RESOLVED, that the report of the Secretary and the related statement of cash balances for the month of February 2015 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 February 2015 that no line item account has encumbrances and expenditures which, in total, exceed the line appropriation of the adopted 2014-2015 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.
- 031615-B-4 RESOLVED, that the Mount Arlington Board of Education approves travel and costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's 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
D. Tailor	Handwriting Assessment Workshop	3/29/15	\$200.00	\$21.89
R. Tedesco	NJASBO Conference	6/4/14-6/6/14	\$535.00	\$90.63

031615-B-5 RESOLVED, that the Mount Arlington Board of Education contract with Saint Clare's Children's Crisis Intervention Services for tutorial services beginning February 24, 2015 through June 30, 2015 for one hour per day at a rate of \$54.00 per hour for a special education out of district student.

031615-B-6 RESOLVED, that the Mount Arlington Board of Education approve the Agreement with Educational Data Services, Inc. for enrollment in the Athletic Reconditioning, Skilled Trades Time and Material/Maintenance Bids at a rate of \$1,990.00 from April 1, 2015 to March 31, 2016.

031615-B-7 BE IT RESOLVED, that the tentative budget for the Mount Arlington Board of Education be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-2016 TOTAL EXPENDITURES	\$10,736,738	\$129,474	\$238,400	\$11,104,612
LESS: ANTICIPATED REVENUES	<u>\$998,361</u>	<u>\$129,474</u>	<u>0</u>	<u>\$1,127,835</u>
<u>TAXES TO BE RAISED</u>	<u>\$9,738,377</u>	<u>0</u>	<u>\$238,400</u>	<u>\$9,976,777</u>

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according with law; and

BE IT FURTHER RESOLVED, that there should be funds raised by taxes for the General Fund, in the amount of \$9,738,377 and Debt Service in the amount \$238,400 for the ensuing school year 2015-2016; and

BE IT FURTHER RESOLVED, that a public meeting be held at the Mount Arlington Public School, 235 Howard Boulevard, Mount Arlington, New Jersey on April 29, 2015 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2015-2016 school year; and

BE IT FURTHER RESOLVED, that the Mount Arlington Board of Education, in the County of Morris, New Jersey approves the following Capital Projects for the 2015-2016 school year:

Description/Activity	Cost
Assessment for Debt Service on SDA Funding	\$230

WHEREAS, the Mount Arlington Board of Education policy and N.J.A.C.6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2015-2016 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2014-2015 School Year was \$30,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$7,098.71 as of March 16, 2015; and

BE IT RESOLVED, that the Mount Arlington Board of Education in the County of Morris New Jersey hereby establishes the school district travel maximum for the 2015-2016 school year at the sum of \$30,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record professional service costs to insure that the maximum amount is not exceeded; and

WHEREAS, N.J.A.C.6A:23A:5.2(a) mandates Boards of Education to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Service	Cost
Legal	\$12,894
Accounting	\$17,500
Related Services	\$132,513
Other Professional Services	\$15,133
Repair and Services	\$184,370
Professional Development	\$22,500
Transportation	\$675,635

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Mount Arlington Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2015-2016 school year.

031615-B-8 RESOLVED that the Mount Arlington Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$81,665. The district intends to utilize this adjustment for an increase in special education students and related costs.

031615-B-9 WHEREAS, the Mount Arlington 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 Superintendent of Schools 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 \$150 per 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 1 through June 30); 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; now

THEREFORE, BE IT RESOLVED, 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 \$30,000 for all staff and Board members.

031615-B-10 RESOLVED, that the Mount Arlington Board of Education approve service agreement with Optimum a division of Cablevision, for providing internet service, for the remainder of the 2014-2015 school year, as follows:

Mount Arlington School	\$119.95
Edith M. Decker School	\$119.95

031615-B-11 RESOLVED, that the Mount Arlington Board of Education gratefully accept funds in the amount of \$1,000 from the Lake Hopatcong Elks Lodge #782 Special Children's Committee to be used towards Special Education materials.

031615-B-12 RESOLVED, that the Mount Arlington Board of Education accept a donation from an anonymous donor in the amount of \$340.00 for transportation to Morristown Unitarian Fellowship-Workshop on the Arts.

031615-B-13 RESOLVED, that the Mount Arlington Board of Education accept the grant donation of \$400.00 from the Friends of Mayor Arthur Ondish to be used towards the purchase of a Pedal-A-Watt System.

031615-B-14 RESOLVED, that the Mount Arlington Board of Education approve payment to CDK Systems Inc., to purchase CDK Personnel System in the amount of \$18,050.00.

031615-B-15 WHEREAS, following a solicitation for quotes for asbestos abatement procedures at the Edith M. Decker School, the district received two:

Panoramic Window & Door Systems, Inc.	\$23,655.00
Nick Restoration	\$24,900.00

RESOLVED, that the Mount Arlington Board of Education accept the lowest responsible quote, provided by Panoramic Window & Door Systems, Inc. to provide asbestos abatement services, at the Edith M. Decker School and to award a contract reflective of such bid.

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 031615-S-1 through 031615-S-5 were moved by Mr. Longline seconded by Mrs. Studint.

- 031615-S-1 RESOLVED to add Jesse Horowitz and Meghan Baxendell to our list of Substitute Teachers for the 2014-2015 school year. (Note: Appointments are based upon receipt of State approved background check and certification as required by law).
- 031615-S-2 RESOLVED to approve the following chaperones for the 8th grade Washington DC trip on May 19th, 20th and 21st – Kaitlyn Alexander, Danny Arnold, Paul Gonzalez, Susan Longo, Michael Malakuskie, Denise Martin, John Obermiller, and Jeff Grillo.
- 031615-S-3 RESOLVED to accept (with regret) the resignation of Melissa Prunty, part-time instructional aide effective March 11, 2015.
- 031615-S-4 RESOLVED to approve the following teachers to provide home instruction for up to 2 hours per week for student #10655 effective immediately through June 30, 2015.

Teacher	Schedule B (2012-2015)Rate per Hour
Nicole Malakuskie	\$40.72
Jessica Garcia	\$40.72
Michelle Chow	\$40.72

- 031615-S-5 RESOLVED to revise motion 082014-S-1 as follows:
 - Rescind appointment of Andrea Danysh as Assistant Girls' Softball Advisor for the 2014-2015 school year.
 - Appoint Andrea Danysh as Girls' Softball Advisor for the 2014-2015 school year.
 - Appoint Michele Smith as Assistant Girls' Softball Advisor for the 2014-2015 school year.

Roll Call: 6 Yes 0 No 0 Absent 1 Abstain

Curriculum/Policy

Motions 031615-S-6 and 031615-S-7 were moved by Mrs. Cangiano seconded Mrs. Studint.

- 031615-S-6 RESOLVED to approve the designation of the Month of April 2015 as National Volunteer Appreciation Month.

- 031615-S-7 RESOLVED to approve the following field trips/fundraisers:

for the 2014-2015 school year:

- Grades 6-8 Volleyball Tournament at Valleyview Middle School on March 02, 2015 at a minimal cost to the Board of Education.
- 7th-8th Grade Slam Dunk the Junk event April 22, 2015 at a minimal cost to the Board of Education.

- 2nd Grade trip to Mrs. Kitchin’s Historic Boathouse for Lake History Program at a minimal cost to the Board of Education.

for the 2015-2016 school year:

- 6th Grade trip to Camp Bernie in Port Murray, NJ on October (2015-2016 school year) at a minimal cost to the Board of Education.

- ✚ Fire/Emergency Drills for the Months of February/March 2015 were:

Fire Drills:

Decker School –2/25/15 and 3/11/15

MAPS – 2/26/15 and 3/11/15

Shelter in Place Drills:

Decker School – 2/18/15

MAPS-2/18/15

Lock Down Drills:

Decker School-3/2/15

MAPS-3/2/15

(All drills were conducted with the cooperation of the Mount Arlington Police Department).

- ✚ Staff attendance for February 2015 was 97.0%
Student attendance for February 2015:
MAPS – 95.1% Decker- 96.0%

Roll Call: 6 Yes 0 No 0 Absent 1 Abstain

COMMITTEE REPORTS:

- A. Finance- Mr. Decena stated all financial reports are in order.
- B. Personnel- Mrs. Studint thanked teachers and staff for getting through a long winter.
- C. Buildings & Grounds- Mr. Longtine talked about the need for a new phone system in the school district and that he and the administration have been obtaining quotes to replace the existing system.
- D. Curriculum/Policy- Mrs. Cangiano stated there will be some policy changes, and the committee will meet before the next Board of Education Meeting at 5:45 PM.
- E. Negotiations- Mrs. Jameson stated that negotiation meetings have been set up for April 27, 2015 and May 4, 2015.
- F. Town Council- Mrs. Studint reported the first reading of the Borough Budget was at last night’s Town Council Meeting, final vote on Borough Budget is April 7, 2015.
- G. PTA- Mrs. Cangiano reported that the Tricky Tray is March 27, 2015.

Delegate to Roxbury BOE- Mrs. Byrne reported that there was a board meeting tonight in Roxbury to go over the budget.

Delegate to NJ School Boards- No report

Delegate to MC School Boards- No report

Delegate to ESC of Morris County- No report

OLD BUSINESS:

None

NEW BUSINESS:

Mrs. Jameson discussed having Dyslexia Training for the staff on May 18, 2015. In order to do this, Mrs. Jameson, stated that the school calendar would need to be changed to reflect an early dismissal on that date. Mrs. Jameson also discussed making June 22, 2015 graduation day as well as another early dismissal day.

Mrs. Jameson went on to discuss the 2015-2016 Calendar. She stated due to the timing of Labor Day it would be necessary to start the 2015-2016 school year on September 1, 2015 for teachers, and September 3, 2015 for students.

Motion 031615-S-8 was moved by Mr. Svenningsen and seconded by Mrs. Cangiano.

031615-S-8 RESOLVED, to adjust the 2014-2015 school calendar to reflect a minimum school day (early dismissal) scheduled for May 18, 2015, and June 22, 2015. The calendar shall also reflect 8th grade graduation to be held on June 22, 2015.

Roll Call: 7 Yes 0 No 0 Absent

CLOSED SESSION:

It was moved by Mr. Roldan and seconded by Mr. Decena that the Mount Arlington Board of Education move to Closed Session at 8:04 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.

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

March 16, 2015

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

It was motioned by Mrs. Studint and seconded by Mrs. Bryne that the meeting return to open session at 8:55 P.M., with all in attendance in favor and none opposed.

ADJOURN

Motion by Mrs. Byrne and seconded by Mrs. Studint that the public meeting be adjourned. Unanimously carried at 8:56 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Robin C. Tedesco".

Robin C. Tedesco
Board Secretary