

March 18, 2020

MINUTES
MOUNT ARLINGTON BOARD OF EDUCATION
REGULAR MEETING
March 18, 2020

MEETING CALLED TO ORDER

PRESENT: Rachel Byrne, Vice President
Edwin Botero
Melissa Eckert
Al Roldan
Karl Svenningsen

ABSENT: Sheila Studint, President
Liz Cangiano

ALSO PRESENT: Monica A. Rowland, Superintendent of Schools
Tonya M. Flowers, Business Administrator/Board Secretary

The Vice President called the meeting to order at 7:02 P.M. in the Mount Arlington Public School, in the multipurpose room, 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

INTRODUCTION OF THE TENTATIVE 2020-2021 BUDGET

Ms. Rowland and Ms. Flowers reviewed the tentative 2020-2021 budget for approval to be submitted to the Executive County Superintendent of Schools.

PUBLIC SESSION:

MINUTES:

Motioned by Mr. Botero and seconded by Mrs. Eckert, to approve minutes of the February 19, 2020 regular and closed meeting.

Roll Call: 5 Yes 0 No 2 Absent

PUBLIC COMMENT ON AGENDA ITEMS- None

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

BUSINESS - ACTION ITEMS BY COMMITTEE

FINANCE:

Motions 031820-B-1 through 031820-B-8 moved by Mr. Roldan and seconded by Mr. Botero.

031820-B-1 RESOLVED, that the Mount Arlington Board of Education approve the check register of payments from February 20, 2020 through March 18, 2020 in the amount of \$1,484,337.08, as attached.

031820-B-2 RESOLVED, that the Mount Arlington Board of Education approve the list of line item transfers for February 2020.

031820-B-3 RESOLVED, that the report of the Secretary and the related statement of cash balances for the month of February 2020 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 2020 that no line item account has encumbrances and expenditures which, in total, exceed the line appropriation of the adopted 2019-2020 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.

031820-B-4 BE IT RESOLVED, that the tentative budget for the Mount Arlington Board of Education be approved for the 2020-2021 School Year using the 2020-2021 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 in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<u>2020-2021 TOTAL EXPENDITURES</u>	<u>13,241,139</u>	<u>125,000</u>	<u>232,800</u>	<u>13,598,939</u>
 <u>LESS: ANTICIPATED REVENUES</u>	 <u>1,911,915</u>	 <u>125,000</u>	 <u>0</u>	 <u>2,036,915</u>
 <u>TAXES TO BE RAISED</u>	 <u>11,329,224</u>	 <u>0</u>	 <u>232,800</u>	 <u>11,562,024</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 \$11,005,532 plus banked cap in the amount of \$323,692 for a total of \$11,329,244 and Debt Service in the amount \$232,800 for the ensuing school year 2020-2021; 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, 2020 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2020-2021 school year; and

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 2020-2021 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2019-2020 School Year was \$18,700; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$7,243.29 as of March 13, 2020; 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 2020-2021 school year at the sum of \$18,700; 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	\$23,000
Auditing	\$27,500
Related Services	\$185,500
Other Professional Services	\$13,593
Repair and Services	\$192,138
Professional Development	\$13,500
Transportation	\$779,009

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 2020-2021 school year.

031820-B-5 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.

031820-B-6 RESOLVED, that the Mount Arlington Board of Education enter into an agreement for Joint Transportation Services with the Sussex County Regional Transportation Cooperative for Special Educations, Public/Non-Public, & Field/Athletic Trips for the 2020-2021 school year in accordance with the agreements on file in the office of the School Business Administrator.

031820-B-7 RESOLVED, that the Mount Arlington Board of Education accept the awarded grant in the amount of \$500.00 from Petroleum Marketing Group, Inc. Educational Alliance Program, to support our STEM Programs.

031820-B-8 RESOLVED, that the Mount Arlington Board of Education approve the allocation of salaries to the ESEA Title I FY 19/20 Grant in the amount as follows:

Julie Crawford	\$10,050
Elise Cosenza	\$ 4,950

Roll Call: 5 Yes 0 No 2 Absent

SUPERINTENDENT’S REPORT: Ms. Rowland reviewed the motions before the Board as shown on the agenda.

PERSONNEL:

Motions 031820-S-1 through 031820-S-4 were moved by Mr. Svenningsen and seconded by Mrs. Eckert.

031820-S-1 RESOLVED to approve maternity leave for Brianna Hutkowski, Kindergarten Teacher, to begin on or about May 26, 2020 to return January 4, 2021.

031820-S-2 RESOLVED to revise motion 082119-S-1 approval of extracurricular advisors for the 2019-2020 year as follows:

- Appoint Scott Bellows as Assistant Baseball Coach

031820-S-3 RESOLVED to add Scott Bellows to our list of substitute teachers for the 2019-2020 school year. (State approved background check is already on file in the Superintendent’s office).

031820-S-4 RESOLVED to approve the following teacher as chaperone for the 6th/7th/8th grade dance held on February 28, 2020:

Name	Rate per Event
Jennifer Ochoa	\$95.83

Roll Call: 5 Yes 0 No 2 Absent

*Walk-in motion 031820-S-7 moved by Mrs. Byrne and seconded by Mr. Roldan, to accept the following resolution:

**Resolution of the Mount Arlington Board of Education
March 18, 2020**

WHEREAS the COVID-19 global pandemic has caused disruption of regular activities throughout NJ, the USA, and the world; and
 WHEREAS the Mount Arlington School District has, in response to the NJ State of Emergency and in coordination of health officials and NJ Department of Education, created a plan for school closing and Flexible Instruction Days; and
 WHEREAS the entire staff of the Mount Arlington School District has worked admirably under extraordinary circumstances to craft, embrace, and execute this plan; now be it
 RESOLVED that the Mount Arlington Board of Education recognizes the creativity and effort of the staff in these unique circumstances, and
 RESOLVED that the Mount Arlington Board of Education expresses their sincere appreciation and gratitude to teachers, administrators and staff for their flexibility and for their obvious dedication to the education and welfare of our students in these times that are demanding both professionally and personally.


Roll Call: 5 Yes 0 No 2 Absent

Curriculum/Policy

Motions 031820-S-5 and 031820-S-6 were moved by Mrs. Eckert and seconded by Mr. Botero



031820-S-5 RESOLVED to approve the designation of the Month of April 2020 as National Volunteer Appreciation Month.

031820-S-6 RESOLVED to reschedule the board approved (112019-S-8) 2nd grade trip to the Great Swamp in Chatham from March 27, 2020 to April 3, 2020.

 Fire/Emergency Drills for the Month of February and March 2020 were:

- MAPS and Decker Fire Drills
- MAPS and Decker Reverse Evacuation Drills
- MAPS and Decker Bomb Threat/Evacuation Drills

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

 Staff attendance for February 2020 was 95.7%
 Student attendance for February 2020:
 MAPS – 95.3 % Decker- 95.6%

Roll Call: Yes 0 No Absent

COMMITTEE REPORTS:

- A. Finance- Budget meetings were held on March 9th and March 16th to discuss and explore all options in order to finalize the details of the tentative budget to be presented to the board for approval for submission to the Executive County Superintendent for approval.
- B. Personnel- No report
- C. Buildings & Grounds-No report
- D. Curriculum/Policy- No report
- E. Negotiations- No report
- F. Town Council- No report
- G. PTO-The items from the Gertrude Hawk Fund Raiser will be packaged and distributed by way of ‘curbside pick-up’. The Broadway Bound presentation, “Shrek” will be rescheduled.

Delegate to Roxbury BOE- Mrs. Byrne presented details from Roxbury BOE March 2nd and March 16th meetings: the 2021-22 School Calendar will begin before Labor Day. Teacher Mindfulness PD sessions coming soon. NJSLA Science performance reports are available. New policies for remote meetings were adopted.

Delegate to NJ School Boards- No report

Delegate to MC School Boards- No report

Delegate to ESC of Morris County- No report

OLD BUSINESS:

Ms. Flowers reminded all board members to complete the 2019 School Ethics Commission Personal Financial Disclosures

NEW BUSINESS:

Ms. Rowland gave the board members recent COVID-19 school district preparedness plan updates and expressed her sincere gratitude for the manner in which the faculty and staff has handled the undertaking of the E-learning model.

PUBLIC COMMENT:

March 18, 2020

Mr. Botero expressed as a parent with children in Mount Arlington school how pleased he was with the manner everything 'COVID-19' has been handled. He emphasized how the new transition to E-Learning was rolled out swiftly but smoothly.

CLOSED SESSION: None

ADJOURN

Motioned by Mr. Svenningsen and seconded by Mrs. Eckert that the public meeting be adjourned. Unanimously carried at 7:57 PM.

Respectfully submitted,

Tonya M. Flowers
Board Secretary