

March 15, 2017

MINUTES  
MOUNT ARLINGTON BOARD OF EDUCATION  
REGULAR MEETING  
March 15, 2017

MEETING CALLED TO ORDER

PRESENT: Sheila Studint, President  
John Longtine, Vice President  
Rachel Byrne  
Liz Cangiano  
Al Decena  
Al Roldan  
Karl Svenningsen

ABSENT: None

ALSO PRESENT: Bernard A. Josefsberg, Interim Superintendent of Schools

The President called the meeting to order at 7:00 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](http://www.mtarlingtonk8.org)

All present gave the Pledge of Allegiance

Mrs. Rachel Byrne acting as Board Secretary.

PUBLIC SESSION: None

PRESENTATION:

Bernard A. Josefsberg presented the 2017-2018 budget.

MINUTES:

Motion by Mrs. Studint and seconded by Mr. Roldan, to approve minutes of the February 15, 2017 regular and closed meeting.

Roll Call:        6        Yes            0 No            0 Absent        1 Abstain

Motion by Mrs. Studint and seconded by Mr. Roldan, to approve minutes of March 6, 2017 and March 8, 2017 Closed meetings.

Roll Call:        7        Yes            0 No            0 Absent

PUBLIC COMMENT ON AGENDA ITEMS- None

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

BUSINESS - ACTION ITEMS BY COMMITTEE

FINANCE:

Motions 031517-B-1 through 031517-B-8 were moved by Mr. Decena and seconded by Mrs. Studint.

031517-B-1 RESOLVED, that the Mount Arlington Board of Education approve the check register of payments from February 16, 2017 through March 15, 2017 in the amount of \$685,859.19, as attached.

031517-B-2 RESOLVED, that the Mount Arlington Board of Education approve the list of line item transfers for January 2017.

031517-B-3 RESOLVED, that the report of the Secretary and the related statement of cash balances for the month of January 2017 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 January 2017 that no line item account has encumbrances and expenditures which, in total, exceed the line appropriation of the adopted 2016-2017 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.

031517-B-4 RESOLVED, that the Mount Arlington Board of Education approve 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
A.Terkovich	National Arts Education Convention	3/2/17-3/4/17	\$654.40	\$27.59
S. Studint	Changing Enrollment Meeting	3/22/17	-0-	\$14.20
J. Longtine	Changing Enrollment Training Meeting	3/22/17	-0-	\$14.20
A.Roldan	Changing Enrollment Training Meeting	3/22/17	-0-	\$14.20
A. Decena	Changing Enrollment Training Meeting	3/22/17	-0-	\$14.20
L. Cangiano	Changing Enrollment Training Meeting	3/22/17	-0-	\$14.20
J. Grillo	Designing Quality Elementary School Schedules	4/13/17	\$149.00	\$33.79

031517-B-5 BE IT RESOLVED, that the tentative budget for the Mount Arlington Board of Education be approved for the 2017-2018 School Year using the 2017-2018 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>
2017-2018 TOTAL EXPENDITURES	\$11,472,011	\$125,000	\$231,800	\$11,828,811
LESS: ANTICIPATED REVENUES	1,244,636	\$125,000	\$1	\$1,369,637
<u>TAXES TO BE RAISED</u>	<u>\$10,227,375</u>	<u>0</u>	<u>\$231,799</u>	<u>\$10,459,174</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 \$10,227,375 and Debt Service in the amount \$231,799 for the ensuing school year 2017-2018; 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 26, 2017 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2017-2018 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 2017-2018 School Year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2016-2017 School Year was \$30,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$4,565.96 as of March 15, 2017; 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 2017-2018 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	\$15,700
Auditing	\$22,920
Related Services	\$78,988
Other Professional Services	\$18,403
Repair and Services	\$186,871
Professional Development	\$27,500
Transportation	\$625,784

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 2017-2018 school year.

031517-B-6 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.

031517-B-7 RESOLVED, that the Mount Arlington Board of Education approve the following Joint Transportation Agreement with Roxbury Board of Education for the 2016-2017 school year.

Student ID	Route Number	Cost
10172	RHS30PM	\$4,368.00

031517-B-8 RESOLVED, that the Mount Arlington Board of Education approves the substitute secretary daily (full day) rate of pay \$90.00 for the 2016-2017 school year.

Roll Call: 7 Yes 0 No 0 Absent

Motion 031517-B-9 was tabled.

031517-B-9 RESOLVED, relative to Disciplinary Matter 2016-17-M-1 and 2016-17-M-2 Mount Arlington Board of Education accept the recommendation of the Interim Superintendent of Schools to continue to monitor the situation and to take disciplinary action as the circumstances warrant, and in accordance with Board Policy.

SUPERINTENDENT'S REPORT: Mr. Josefsberg reviewed the motions before the Board as shown on the agenda.

PERSONNEL:

Motions 031517-S-1 and 031517-S-2 were moved by Mrs. Studint seconded by Mr. Decena.

031517-S-1 RESOLVED to add Katheryn Golombuski to our list of substitute secretaries for the 2016-2017 school year. (Note: Appointments are based upon receipt of State approved background check as required by law).

031517-S-2 RESOLVED to approve the appointment of the following 10 month non-certificated staff listed below for the remainder of the 2016-2017 school year, effective immediately. (Note: Approval is based upon receipt of State approved background checks as required by law).

Name	Position	2016/2017 Salary
Kim Ciriaco	P/T Special Education Aide	\$15.00 per hour

Roll Call: 7 Yes 0 No 0 Absent

Curriculum/Policy

Motions 031517-S-3 and 031517-S-4 were moved by Mrs. Cangiano seconded by Mrs. Studint.

031517-S-3 RESOLVED to approve the designation of the Month of April 2017 as National Volunteer Appreciation Month.

031517-S-4 RESOLVED to approve the following field trips/fundraisers:

for the 2016-2017 school year:

- 7<sup>th</sup>-8<sup>th</sup> Grade Slam Dunk on April 12, 2017 (rain date April 13, 2017) at a minimal cost (\$65.00 for shuttle bus if applicable) to the Board of Education.
- 6<sup>th</sup> Grade trip to Ellis Island/Statue of Liberty on May 11, 2017 at a minimal cost to the Board of Education.

for the 2017-2018 school year:

- 6<sup>th</sup> Grade trip to Camp Bernie in Port Murray, NJ on October 27, 2017 at a minimal cost to the Board of Education.

✚ Fire/Emergency Drills for the Month of February 2017 were:

- MAPS and Decker Fire Drills
- MAPS Shelter In Place Drill
- Decker Reverse Evacuation Drill

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

✚ Staff attendance for February 2017 was 96.4%  
Student attendance for February 2017:  
MAPS – 95.4 % Decker- 95.0%

Roll Call: 6 Yes 0 No 1 Absent

COMMITTEE REPORTS:

- A. Finance- No report
- B. Personnel- No report
- C. Buildings & Grounds- No report
- D. Curriculum/Policy- No Report
- E. Negotiations- No report
- F. Town Council- Mrs. Studint reported that the Borough is considering an alternative energy source.
- G. PTA- Mrs. Cangiano reported that the Tricky Tray raised \$16,000.00

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:

Mr. Josefsberg will follow up with attorney regarding PILOT.

NEW BUSINESS:

None

PUBLIC COMMENT: No comment.

CLOSED SESSION:

It was moved by Mr. Decena and seconded by Mr. Svenningsen that the Mount Arlington Board of Education move to Closed Session at 8:18 PM, to discuss Personnel 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

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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

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

It was motioned by Mr. Roldan and seconded by Mr. Decena that the meeting return to open session at 9:23 P.M., with all in attendance in favor and none opposed.

ADJOURN

Motion by Mrs. Studint and seconded by Mr. Svenningsen that the public meeting be adjourned. Unanimously carried at 9:25 PM.

Respectfully submitted,

  
Rachel Byrne  
Acting Board Secretary