

# MOUNTAINSIDE SCHOOL DISTRICT

BEECHWOOD SCHOOL - 1497 WOODACRES DRIVE, MOUNTAINSIDE, NJ 07092  
DEERFIELD SCHOOL - 302 CENTRAL AVENUE, MOUNTAINSIDE, NJ 07092

Agenda attachments available to the public and all Mountainside Board of Education policies may be accessed via the district website or viewed at the respective meeting.

## **I. Call to Order**

## **II. Flag Salute**

## **III. Mountainside Board of Education**

On Tuesday, November 4, 2025, the Mountainside Board of Education held its annual school election. The results of the election are as follows:

### 3 Candidates for 3 Seats (3-year term)      Number of Votes

|                        |       |
|------------------------|-------|
| William Dillon         | 1,761 |
| Michael Goodwin        | 1,706 |
| Lauren McGovern-Worgan | 1,676 |

Based on these results, the new Board will be constituted as follows:

| Name                    | Term Expires |
|-------------------------|--------------|
| Mr. Bill Dillon         | 2028         |
| Mr. Michael Goodwin     | 2028         |
| Dr. Dana Guidici Pietro | 2026         |
| Mr. Jordan Hyman        | 2027         |
| Mrs. Vivian Pupo        | 2026         |
| Mrs. Candice Schiano    | 2027         |
| Mrs. Lauren Worgan      | 2028         |

## **IV. Install Members Elected to School Board**

Ms. Burik administers the oaths of office and sits newly elected members.

**V. Roll Call**

Mr. Bill Dillon \_\_\_\_\_  
Mr. Michael Goodwin \_\_\_\_\_  
Dr. Dana Guidici Pietro \_\_\_\_\_  
Mr. Jordan Hyman \_\_\_\_\_  
Mrs. Vivian Pupo \_\_\_\_\_  
Mrs. Candice Schiano \_\_\_\_\_  
Mrs. Lauren Worgan \_\_\_\_\_

**VI. Election of Officers**

**A. President**

Call for nominations:

\_\_\_\_\_ nominated by \_\_\_\_\_  
\_\_\_\_\_ nominated by \_\_\_\_\_

Close nominations:

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

**B. Newly Elected President Assumes Chair**

**C. Vice President**

Call for nominations:

\_\_\_\_\_ nominated by \_\_\_\_\_  
\_\_\_\_\_ nominated by \_\_\_\_\_

Close nominations:

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

**VII. Superintendent's Report**

- ❖ Recognition of Mountainside Board of Education members
- ❖ HIB Process

**VIII. President's Report**

- ❖ Code of Ethics
- ❖ Board Representatives & Committees

**IX. Motion to Designate the Following**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. Motion to approve the Annual Schedule of Meetings for 2026 (Attachment #1).
2. Motion to approve “The Westfield Leader” as the official newspaper of the Mountainside Board of Education and that “The Star Ledger,” and “The Union County Local Source,” are used for the dissemination of news.
3. Motion to approve the primary bank depository as Valley National Bank.
4. Motion to approve the secondary bank depository for investments as The State of New Jersey Cash Management Fund.
5. Motion to approve, upon the recommendation of the superintendent, the appointment of Brooke Burik as a Purchasing Agent for the period January 1, 2026 – January 2027 reorganization meeting, with a bid threshold of \$39,000, per N.J.S.A. 40A:11-3, until such time as Ms. Burik becomes a certified Qualified Purchasing Agent (QPA).
6. Motion to approve upon the recommendation of the superintendent, authorization for the Business Administrator to approve transfers and make payment on the bills and claims that are necessary between meetings of the Board. Such transfers and payments shall be reported to the Board, ratified and duly recorded in the minutes at a subsequent meeting of the Board but not less than monthly.

**X. Approval of the Following Appointments**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

- |    |                                                      |                           |
|----|------------------------------------------------------|---------------------------|
| A. | School Safety Specialist                             | Christopher Kinney        |
| B. | Approves Collection and Maintenance of Pupil Records | S. Jenks/J. Vierschilling |
| C. | Substance Awareness Coordinator                      | Suzanne Jenks             |
| D. | Affirmative Action Officer Deerfield School          | Suzanne Jenks             |
| E. | Affirmative Action Officer Beechwood School          | Jessica Vierschilling     |
| F. | Anti-Bullying Coordinator                            | Jessica Vierschilling     |
| G. | Homeless Liaison                                     | Amy Giaccio / Designee    |
| H. | Gender Equity Officer                                | Amy Giaccio / Designee    |
| I. | 504 Officer (ADA)                                    | Amy Giaccio / Designee    |
| J. | Custodian of Records                                 | Brooke Burik              |
| K. | Official for Investments and Wires                   | Brooke Burik              |
| L. | Designates Tax Shelter Annuity Companies             | Brooke Burik              |
| M. | Approves Chart of Accounts                           | Brooke Burik              |
| N. | Authorizes the Use of State Contracts                | Brooke Burik              |
| O. | Approves Use of Facilities Fees per Policy 7510      | Brooke Burik              |
| P. | Public Agency Compliance Officer (P.A.C.O.)          | Brooke Burik              |
| Q. | Purchasing Agent                                     | Brooke Burik              |

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|    |                                        |              |
|----|----------------------------------------|--------------|
| R. | Attendance Officer                     | Donna Bolton |
| S. | Chemical Hygiene Officer               | Mike Marini  |
| T. | AHERA Coordinator                      | Mike Marini  |
| U. | Asbestos Management Officer            | Mike Marini  |
| V. | IAQ Coordinator                        | Mike Marini  |
| W. | Integrated Pest Management Coordinator | Mike Marini  |
| X. | Right to Know Contact                  | Mike Marini  |
| Y. | Right to Know Officer                  | Mike Marini  |

**XI. Policies, Rules, and Agreements**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. Move to approve textbook and eTextbook inventory for the 2025-2026 school year. (Attachment #2)
2. Move to adopt all current written Curriculum Guides for Grades PreK-8 until such time as revisions, additions and/or deletions are presented to the Board of Education for adoption.
3. Move to adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary to act as the parliamentarian for the 2025-2026 school year.
4. Move to approve in accordance with N.J.S.A. 18A:11-1, Note 3, the adoption of the present Board Policy Manual, rules, and agreements of the current Board.
5. Motion to approve upon recommendation of the superintendent, the Organizational Chart for the Mountainside Board of Education (Attachment #3).
6. Motion to approve upon recommendation of the superintendent, the authorization of the Uniform minimum Chart of Accounts for the New Jersey Public Schools for the period of January 1 through December 31, 2026.
7. Motion to approve upon recommendation of the superintendent, the following petty cash funds as outlined in Policy #6620 through December 31, 2026:

|                  |          |                       |
|------------------|----------|-----------------------|
| Deerfield School | \$200.00 | Suzanne Jenks         |
| Beechwood School | \$200.00 | Jessica Vierschilling |

8. Motion to approve upon recommendation of the superintendent, the following companies to provide Tax Shelter Annuity salary reduction agreements for the period of January 1, 2026 through December 31, 2026:
  - Equitable (403b)
  - Lincoln Financial (403b)
9. Motion to approve upon recommendation of the superintendent, continued participation in various state and national cooperative contracts as a method of procurement in accordance with Chapter 139 PL 2011 as referenced in Local

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Finance Notice 2012-12, May 14, 2012 at no cost through December 31, 2026 to include:

10.

- Educational Services Commission of NJ (ESCNJ)
- Hunterdon County Educational Services Commission (HCECSC)
- NJSBA TEC Cooperative Pricing System (through ACES Membership)
- National Cooperative Purchasing Alliance (NCPA)
- NASPO Value Point Cooperative Purchasing Organization
- Ed Data Services
- Bergen County Cooperative Program
- Monmouth-Ocean Educational Services Commission (MOESC)

Further be it resolved, that the Purchasing Agent be authorized to procure goods and services through state agencies under state contracts that have been properly bid and awarded in accordance with public purchasing laws.

11. Motion to approve upon recommendation of the superintendent, Agreement of Participation and Coordinated Transportation Services through December 31, 2026 with:

- Union County Educational Services Commission (UCESC)
- Morris Union Jointure Commission (MUJC)
- Hunterdon County Education Services Commission (HCECSC)
- Educational Services Commission of New Jersey

12. **RESOLVED THAT**, by the School Board of Mountainside School District approve the following banks to act as a depository for public funds, and that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below:

| Account                | Bank        | Signatories                                                   |
|------------------------|-------------|---------------------------------------------------------------|
| Operating              | Valley Bank | Board President/Business Administrator                        |
| Payroll                | Valley Bank | Board President/Business Administrator                        |
| Food Service           | Valley Bank | Superintendent/Business Administrator                         |
| Payroll Agency         | Valley Bank | Superintendent/Business Administrator                         |
| SUI                    | Valley Bank | Superintendent/Business Administrator                         |
| BW School General Fund | Valley Bank | Beechwood Principal/<br>Business Administrator/Superintendent |
| DF School General Fund | Valley Bank | Deerfield Principal/Deerfield Secretary                       |
| DF Athletic Fund       | Valley Bank | Deerfield Principal/Deerfield Secretary                       |

**XII. Professional Services for 2025-2026**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. Move to approve School Attorney, Machado Law Group
2. Move to approve School Physician, Ronald M. Frank, M.D.
3. Move to approve Auditors, Nisivoccia
4. Move to approve Architect of Record, Solutions Architecture
5. Move to approve Treasurer, Paula Hatch

**XIII. Administration**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. Move to approve upon the recommendation of the Superintendent, the revised 2025-2026 School Year Calendar. (Attachment #4)

**XIV. Budget and Finance**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. **WHEREAS** pursuant to N.J.S.A. 18A:18A-5(c), the Mountainside Board of Education (“Board”) rejected two rounds of bids for Deerfield School Sanitary Sewer Upgrades Phase II (the “Project”) in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq.; and

**WHEREAS**, in accordance with N.J.S.A. 18A:18A-5(c), the Board entered into contract negotiations with those responsible bidders who submitted a bid on the second occasion; and

**WHEREAS**, the proposal submitted by Catcord Construction, with offices at 14 Broad St Norwood, NJ, included all required documentation and was otherwise in compliance with the project, and was deemed to be in the best interest of the Board;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of Mountainside, New Jersey, awards a contract to Catcord Construction to perform the work required for the Project in the following amount:

Base bid (including allowances): \$ 290,000

- Alt. 1 Remove and replace exterior slab \$25,000
- Alt. 2 Furnish and install sump pump in crawl space (\$45,000)
- Total Contract \$270,000

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2. **WHEREAS**, the Board budgeted a withdrawal from Capital Reserve of \$201,267, including professional fees for this project and

**WHEREAS** the Project exceeds the amount budgeted,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of Mountainside, New Jersey, approves the withdrawal from the Capital Reserve Account in the amount of \$85,253 to fund this project.

3. Move to approve upon the recommendation of the Superintendent, an agreement with Mountainside FC, Inc. for use of Beechwood facilities Sundays from 1/4/26-2/22/26, at a total cost of \$1,675, per Tier 4 usage fees in district Policy 7510, excluding additional overtime costs that may be incurred.

**XV. Personnel**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

1. Move to approve upon the recommendation of the Superintendent, the addition of the following to the 2025-2026 Substitute List:

| Name          | Position             | Rate         |
|---------------|----------------------|--------------|
| Cole Williams | Substitute Custodian | \$19.12/hour |

2. Move to approve upon the recommendation of the Superintendent, **Alicia Ferrullo** to complete 15 hours of practicum/field experience at Deerfield School from 1/8/26-2/18/26. These hours will apply towards Master of Education in Elementary Education program experience requirements for Grand Canyon University for course ELM-515: Creating and Managing Equitable and Engaging Learning Environments. (Attachment #5)

**XVI. Approval of the Following Board Representatives**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_ Hyman \_\_\_\_\_  
Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

- A. Union County Educational Services Commission Board \_\_\_\_\_  
B. Berkeley Heights Board of Education \_\_\_\_\_  
C. NJ School Boards Association Delegate \_\_\_\_\_  
D. NJ School Boards Association Alternate \_\_\_\_\_  
E. County School Boards Association Delegate \_\_\_\_\_  
F. Mountainside Borough Council and Legislative Liaison \_\_\_\_\_

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- G. Mountainside PTO Representative \_\_\_\_\_
- H. Mountainside Public Library Liaison \_\_\_\_\_
- I. Senior Citizen Liaison \_\_\_\_\_

**XVII. Additional Appointments**

Names of committees and mode of operation will be determined in accordance with the related Board policy:

- A. Budget and Facilities
- B. Education / Personnel
- C. Strategic Planning / Referendum
- D. Berkeley Heights / Send & Receive

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_ Hyman \_\_\_\_\_  
Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

**Budget & Facilities:**

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**Strategic Planning / Referendum:**

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**Education / Personnel:**

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**Berkeley Heights / Send & Receive:**

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**XVIII. Public Participation**

In accordance with Board Policy 0167, Public Participation in Board Meetings, in the event it appears the public comment portion of the meeting may exceed 30 minutes, the presiding officer may limit each statement made by a participant to three (3) minutes' duration.

**XIX. Executive Session**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Puppo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

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Legal/Personnel

**XX. Close Executive Session and Reconvene Public Session**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
RC: Dillon \_\_\_\_\_ Goodwin \_\_\_\_\_ Guidici Pietro \_\_\_\_\_  
Hyman \_\_\_\_\_ Pupo \_\_\_\_\_ Schiano \_\_\_\_\_ Worgan \_\_\_\_\_

**XXI. Adjournment**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_