Minutes Reorganization Meeting
January 6, 2026

Mountainside School District

Beechwood School - 1497 Woodacres Drive, Mountainside, NJ 07092
Deerfield School - 302 Central Avenue, Mountainside, NJ 07092

Click here for agenda attachments available to the public, or please contact the Mountainside Board of Education Office at (908) 232-3232 or peruse the same at the respective meeting. Mountainside Board of Education policies may be accessed via the district website.

I. Call to Order

A Reorganization Meeting of the Mountainside Board of Education of the Borough of Mountainside in the County of Union, New Jersey was called to order by School Business Administrator, Ms. Brooke Burik, at 5:00 p.m.

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 Guidicipietro	2026
Mr. Jordan Hyman	2027
Mrs. Vivian Pupo	2026
Mrs. Candice Schiano	2027
Mrs. Lauren Worgan	2028

IV. Install Members Elected to School Board

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

V. Roll Call

At roll call, the following members were present:

Mr. Bill Dillon
Mr. Michael Goodwin
Dr. Dana Guidicipietro
Mrs. Vivian Pupo
Mrs. Candice Schiano
Mrs. Lauren Worgan

Also present were Mr. Christopher Kinney, Superintendent, and Ms. Brooke Burik, School Business Administrator/Board Secretary.

Mr. Jordan Hyman was absent.

VI. Election of Officers

A. President
Call for nominations:
Mrs. Pupo was nominated by Dr. Guidicipietro and seconded by Mrs. Schiano

Close nominations:

Moved: Dr. Guidicipietro Seconded: Mrs. Schiano
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman-absent
Pupo - yes Schiano - yes Worgan -yes

Based upon the results of the 6-0 roll call vote, Mrs. Pupo was re-elected to the Presidency for 2026.

B. Newly Elected President, Mrs. Vivian Pupo assumes chair.

C. Vice President
Call for nominations:
Dr. Guidicipietro was nominated by Mrs. Schiano and seconded by Mr. Goodwin.

Close nominations:

Moved: Mrs. Schiano Seconded: Mr. Goodwin
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman-absent
Pupo - yes Schiano - yes Worgan -yes

Based on the results of the 6-0 roll call vote, Dr. Guidicipietro was re-elected to the Vice-Presidency for 2026.

VII. **Superintendent's Report**

Mr. Kinney congratulated our new, re-elected, and current Board members and thanked them for their efforts to volunteer and positive influence on our schools. He reviewed the HIB process with the Board, as annually required.

VIII. **President's Report** - Mrs. Pupo thanked the new and re-elected board members. She went on to share and recite the Code of Ethics with the Board. She noted committees will be discussed later in the agenda.

IX. **Motion to Designate the Following**

Mrs. Pupo noted correspondence from Mr. Hyman, who suggested a start time of 6:45 for Executive sessions, keeping public meetings at 7:30. Mr. Hyman also asked to move 2 upcoming Board meeting dates. The Board discussed options and agreed to amend Attachment #1 to a 6:45 meeting start time, and changing the August meeting to August 25th.

The following motions were approved by roll call vote: **#1-6**

Moved: Dr. Guidicipietro Seconded: Mr. Goodwin
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

1. Motion to approve the Annual Schedule of Meetings for 2026 (Attachment #1).
   This attachment was amended per the changes as discussed by the board.
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**

The following appointments were approved by roll call vote: **A-Y**

Moved: Dr. Guidicipietro Seconded: Mr. Goodwin
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent

Pupo - yes Schiano - yes Worgan -yes

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
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

The following motions were approved by roll call vote: **#1-12**

Moved: Mrs. Schiano Seconded: Mr. Dillon
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

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

   - Educational Services Commission of NJ (ESCNJ)
   - Hunterdon County Educational Services Commission (HCESC)
   - 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.

10. 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 (HCESC)
    - Educational Services Commission of New Jersey

11. **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/ 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

The following motions were approved by roll call vote: **#1-5**

Moved: Mr. Goodwin Seconded: Dr. Guidicipietro
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

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

Mr. Kinney noted the only change to the calendar was a board meeting date.

The following motion was approved by roll call vote: **#1-2**

Moved: Dr. Guidicipietro Seconded: Mr. Goodwin
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

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

2. Move to approve the Winfield/Mountainside Shared School Business Administrator (SBA) Feasibility Report. (Attachment #4A).

XIV. Budget and Finance

The following motion was approved by roll call vote: **#1-3**

Moved: Mr. Dillon Seconded: Mrs. Schiano

RC:	Dillon - yes	Goodwin - yes	Guidicipietro - yes	Hyman - absent
	Pupo - yes	Schiano - yes	Worgan -yes	

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

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**

The following motion was approved by roll call vote: **#1-2**

Moved: Mr. Dillon Seconded: Dr. Guidicipietro
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

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**

Mrs. Pupo reviewed past Board members' participation, and asked the current board to volunteer to fill these positions.

The following Board Representatives were approved by roll call vote: **A-I**

Moved: Mrs. Schiano Seconded: Mr. Dillon
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

A. Union County Educational Services Commission Board- Dr. Guidicipietro
B. Berkeley Heights Board of Education - Mr. Dillon
C. NJ School Boards Association Delegate - Mrs. Schiano
D. NJ School Boards Association Alternate - Mr. Hyman
E. County School Boards Association Delegate - Mrs. Worgan
F. Mountainside Borough Council and Legislative Liaison - Mr. Dillon
G. Mountainside PTO Representative - Dr. Guidicipietro
H. Mountainside Public Library Liaison - Mrs. Worgan
I. Senior Citizen Liaison - Dr. Guidicipietro

XVII. **Additional Appointments**

The Board discussed the new committee structure and determined participation for this year.

The following motion was approved by roll call vote: **#1**

Moved: Dr. Guidicipietro Seconded: Mr. Dillon
RC: Dillon - yes Goodwin - yes Guidicipietro - yes Hyman - absent
Pupo - yes Schiano - yes Worgan -yes

1. Names of committees and mode of operation will be determined in accordance with the related Board policy. Present standing committees below shall be dissolved, and;

   - Budget and Finance / Buildings and Grounds
   - Curriculum / Health and Wellness
   - Personnel/Negotiations
   - Strategic Planning
   - Berkeley Heights
   - High School Send/Receive (Special Committee)

   Newly established committees will be as follows:

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

Committee:	Representatives:
Budget & Facilities:	Mr. Goodwin – *Chair* Mr. Dillon Mrs. Worgan
Education & Personnel:	Mrs. Schiano – *Chair* Mrs. Pupo Dr. Guidicipietro
Strategic Planning & Referendum:	Mr. Hyman – *Chair* Mrs. Worgan Mr. Goodwin Mr. Dillon *(alternate)*
Berkeley Heights / Send & Receive:	Mr. Hyman – *Chair* Mr. Goodwin Dr. Guidicipietro

XVIII. **Public Participation** - none

XIV. **Adjournment**

A motion was made by Mrs. Schiano at 5:52 p.m., seconded by Mr. Goodwin to adjourn. The motion was passed by a unanimous voice vote.

Respectfully Submitted,

Ms. Brooke Burik
School Business Administrator/Board Secretary