

DEMAREST BOARD OF EDUCATION

REGULAR SESSION MEETING MINUTES

County Road School – Media Center
March 19, 2019
7:04 P.M.

I. OPENING

- A. The meeting was called to order by Vice-President Verna at 7:04 P.M.
- B. Vice-President Verna read the following announcement:
The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.
In accordance with the provisions of this Act, the Demarest Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Borough Hall and at the Middle School and by notifying in writing two newspapers: The Record and The Suburbanite.

II. FLAG SALUTE

- A. Vice-President Verna led the flag salute

III. ROLL CALL

Cantatore, Governale, Lee, Schliem, Verna.
Absent: Kirtane, Holzberg
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/Board Secretary

IV. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Cantatore, seconded by Governale and approved by unanimous voice vote of those present to approve:
- February 12, 2019 COW and Regular Session Meeting Minutes
 - February 12, 2019 Executive Session Meeting Minutes

VI. CORRESPONDENCE

- A. Board Secretary Perez reviewed this month's correspondence.
None at this time.

VII. BOARD PRESIDENT'S REPORT

- A. None given

VIII. SUPERINTENDENT'S REPORT

- A. Superintendent Fox commented on the following:
- International Day at Luther Lee Emerson was a success.
 - Lauded parents for their time and energy given to the PTO to support students.
 - Silent auction is open and this Friday is 'night out'.
 - Update on Demarest Middle School music room construction.
 - Update on temporary classroom units for County Road School.
 - BOE will be notified when they can review staff personnel files.
 - Tomorrow is 'Global Happiness Day'.
 - The latest Chalkboard issue will be in review in a week or so.
 - Security updates and meeting with Chief of Police tomorrow.
 - PTO Speaker Series (Northern Valley initiative).

IX. COMMITTEE REPORTS

- A. Mr. Lee delivered a finance report:
- Discussion of 2019/2020 preliminary budget.
- B. Ms. Cantatore delivered a policy report and discussions included:
- Opioid policy pros and cons
 - Heath and PE policy
 - Service animals policy
 - Language changes
 - Earned sick day
- C. Ms. Verna delivered a building and grounds report:
- Needs and options for temporary classroom units at County Road School

X. OTHER REPORTS AND PRESENTATIONS

- A. Principal Mazzini reviewed the following:
- Padlet, technology based student response system being used
 - Mark Gussen presented creatures and their habitats to County Road School students.
 - Book fair.
 - Respect lesson.
 - Bake sale for Demarest family raised \$1500.00.
 - Global Play Day.
 - Demarest student appeared on 'Master Chef' show.
 - International Heritage Day.
 - Students made fractions and problems out of pizza's they created.
 - Many activities for read across America week.
 - Gita Varadarajan, author of 'Save Me A Seat' visited Luther Lee Emerson (sponsored by the PTO).
 - Upcoming events.
- B. Principal Regan reviewed the following:
- Field trip to Franklin Institute today for physics demonstration.
 - Ms. Zuidervliet painted a mural on the wall.
 - State level science Olympiad.
 - North Jersey Spelling Bee

- KARE Club hot chocolate sale for Demarest family.
- Ancient Greek symposium for the 6th grade.
- Roller coaster contest.
- Eighth grade ice cream experiment.
- Geography Bee
- Author visits from Ann Arnold and Mark Schonwetter
- Lunar New Year
- High School Musical Jr. play
- Upcoming events

XI. REVIEW OF AGENDA

- A. Board members reviewed the items.

XII. PUBLIC COMMENT

- A. It was moved by Schliem, seconded by Cantatore and approved by unanimous voice vote of those present to open the meeting to public comment limited to agenda items.
- B. There was no public comment.
- C. It was moved by Canatore, seconded by Governale and approved by unanimous voice vote of those present to close the meeting to public comment.

XIII. ACTIONS

A. Instruction – Staffing

1. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of the following, substitute teachers for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

- Blaire Harraka
- Jessica Roth
- Saloni Varaiya

2. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the request of Samantha Jo Jimenez, Resource Room Teacher, for a paid sick leave of absence (LOA) from February 28, 2019 through March 15, 2019 and an extended unpaid sick leave of absence from March 18, 2019 through March 29, 2019, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Schliem, seconded by Governale and approved by unanimous roll call vote of those present to approve PNWBOCES to perform bilingual psycho-education evaluation and bilingual speech language evaluation for student 1061686747 at a cost not to exceed \$2,900.00, as recommended by the Chief School Administrator.

- It was moved by Schliem, seconded by Governale and approved by unanimous roll call vote of those present to approve the following contract with the Bergen County Special Services School District, Educational Enterprise Division for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1061686747	Teacher of the Deaf	\$495.00

- It was moved by Schliem, seconded by Governale and approved by unanimous roll call vote of those present to modify the previously approved contract with the Bergen County Special Services School District, Educational Enterprise Division for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1061686747, 1683624460	Audiological	\$2,256.00

C. Support Services – Staffing

- It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to accept resignation of Daniel Barzelatto, one to one aide at Luther Lee Emerson, effective February 25, 2019, as recommended by the Chief School Administrator.
- It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to accept resignation of Mary Kate Portera, one to one aide at County Road School, effective March 26, 2019, as recommended by the Chief School Administrator.
- It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of the following Instructional Aide(s), not to exceed 29 hours per week, for the 2018/2019 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

Name	School	Step	Student
Jodie Sposato	Luther Lee Emerson	1	3664912243
Samantha Fruhling	County Road School	7	1909502897

- It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Nancy Niemira, as substitute lunch aide, Step 7 of the Aides Hourly Guide for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator.

5. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Nancy Niemira, as substitute secretary at a rate of 16.56/hour for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator.
6. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Doni Duran, Custodian, Step 3 of the Custodial Salary Guide, effective May 1, 2019, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. c. 116 (revised 6/30/98), N.J.S.A. 18A:6-7.7. and custodial pre-hire physical.
7. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following teachers as chaperones for overnight student field trip in the amount of \$150.00 per person, per night, as recommended by the Chief School Administrator.

Fairview Lake 4/29-5/1
Carl Quillen*
Wendy Heffler
Karleen McDermott
Joseph Polvere
Elvia Acosta
Patrick Ryan
Stephanie Zuidervliet

*additional \$150.00/advisor

D. Support Services – Board of Education

1. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the first reading of the following Policies (P) and Regulations, as recommended by the Chief School Administrator:

P & R 1510	Americans with Disabilities Act (M) (Revised)
P 2415.30	Title I - Educational Stability for Children in Foster Care (M) (New)
P & R 2418	Section 504 of the Rehabilitation Act of 1973 -- Students (M) (New)
P & R 8330	Student Records (M) (Revised)
P 2610	Educational Program Evaluation (M) (Revised)
P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P&R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5337	Service Animals (Revised)
P 5756	Transgender Students (M) (Revised)
P&R 7440	School District Security (M) (Revised)
P 2415.06	Unsafe School Choice Option (M) (Revised)
R 2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)
R 5530	Substance Abuse (M) (Revised)
P&R 5600	Student Discipline/Code of Conduct (M) (Revised)
P&R 5611	Removal of Students for Firearms Offenses (M) (Revised)
P&R 5612	Assaults on District Board of Education Members or Employees (M) (Revised)
P&R 5613	Removal of Students for Assaults with Weapons Offenses (M) (Revised)
P&R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the attendance at the following workshops, as noted, with all hotel, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator:

Name/Title	Event	Registration Fee
Sherri Rinckhoff/DMS Guidance Counselor	IR&S Team Training Workshop May 1, 2019 Galloway, N.J.	\$178.00
Kelly Stevens/ Supervisor of Curriculum, Instruction and Assessment	IR&S Team Training Workshop May 1, 2019 Galloway, N.J.	\$178.00
Thomas Perez/ Business Administrator/Board Secretary	NJASBO Conference June 5-7, 2019 Atlantic City	\$275.00
Kelly Stevens/ Supervisor of Curriculum, Instruction and Assessment	ISTE Ed Team Conference June 24,25,26 2019 Philadelphia, PA	\$635.00

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve transportation of Haworth students to Bergen Brain Busters event at Bergen Community College, Lyndhurst Campus on May 31, 2019, as recommended by the Chief School Administrator.
4. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following Demarest Middle School track meet dates for the 2018/2019 school year, as recommended by the Chief School Administrator:

Date	Location
May 1 st	Old Tappan
May 6th	Old Tappan
May 15th	Old Tappan
June 3 rd	TBD (invitational)

5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, There exists a need for engineering/surveying services for the Demarest County Road School Temporary Classroom Unit(s) Installation, and

WHEREAS, funds are available for this purpose.

Now, **THEREFORE BE IT RESOLVED** by the Demarest Board of Education as follows:

That Omland & Sterkorn Consulting Engineers and Surveyors be retained to provide Professional Surveying Services in the amount of \$16,750 as follows: Boundary Survey \$6,950; Topographic Survey \$5,550; Stream Cross Sections \$4,250.

This contract is awarded without competitive bidding as a professional service under the provisions of the public school contracts law because this service is to be performed by a firm authorized to provide engineering/surveying services.

6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, There exists a need for Wetlands Delineation and Assessment services for the Demarest County Road School Temporary Classroom Unit(s) Installation, and **WHEREAS**, funds are available for this purpose.

Now, **THEREFORE BE IT RESOLVED** by the Demarest Board of Education as follows: That EcolSciences, Inc. be retained to provide these services in the amount of \$3,000 plus reimbursable out-of-pocket expenses. This contract is awarded without competitive bidding as a professional service under the provisions of the public school contracts law because this service is to be performed by a firm authorized to provide these services.

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Group/Event	Date(s)Time(s)	Location
Jr. Norsemen Lacrosse	Saturday & Sunday April 6 th – May 19 th	LLE Field
PTO/ Me and My Dance for CRS	April 11 th	LLE Gym and APR

8. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Wei Shi, Bergen Community College student, to observe four hours of Spanish classes at Demarest Middle School, as recommended by the Chief School Administrator.
9. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Change Order # 1 for the Music Room Addition & Renovations at Demarest Middle School, NJDOE #03-1070-040-18-1000, to Mark Construction, Inc., in the amount of \$12,121.04 for additional drywall, framing and sound proofing, as recommended by the Chief School Administrator.
10. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Change Order # 2 for the Music Room Addition & Renovations at Demarest Middle School, NJDOE #03-1070-040-18-1000, to Mark Construction, Inc., in the amount of \$5,941.63 for asbestos abatement, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to confirm the February 28, 2019 payroll in the amount of \$398,950.81.
2. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to confirm the March 15th, 2019 payroll in the amount of \$415,082.21.

3. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the February 2019 in office checks in the amount of \$835,126.99 and March 19, 2019 budget checks in the amount of \$122,197.67 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$415,398.16
12 Capital Outlay	\$ 14,676.50
40 Debt Services Fund	<u>\$527,250.00</u>
Total Bills:	\$957,324.66

4. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of February 28, 2019, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the district Board of Education pursuant to N.J.S.A 18A:22-8 and 18A:22-8.1..

5. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of February 28, 2019 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district official, to the best of our knowledge no major account or fund has been over-extended in violation of NJAC 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the January 2019 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
7. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for February 2019:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-291-270	Employee Benefits Health Benefits	\$ 41,600
11-000-218-320	Guidance Purchased Prof Ed Svcs	590
11-000-261-420	Required Maintenance Clean, Repair, Maint	3,000
11-240-100-610	Bilingual General Supplies	112
12-000-261-730	Capital Outlay Required Maintenance	7,775
12-000-266-730	Capital Outlay Security	<u>4,677</u>
Total		\$ 57,754

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-230-331	General Administration Legal	\$ 25,000
11-000-230-530	General Administration Communications	4,100
11-000-251-592	Central Services Misc Purchased Services	5,000
11-000-251-610	Central Services Material & Supplies	5,000
11-000-252-610	Admin Info Technology Material & Supplies	2,500
11-000-218-390	Guidance Other Purch Prof & Tech Svcs	590
11-000-261-832	Required Maint Other Objects	3,000
11-240-100-580	Bilingual Other Purchased Svcs	112
11-000-262-520	Custodial Insurance	<u>12,452</u>
Total		\$ 57,754

F. Other

1. It was moved by Schliem, seconded by Governale and approved by unanimous voice vote of those present to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, April 9, 2019 and April 30, 2019, if necessary, to discuss personnel, student and/or legal matters.

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the public at a future date.

XIV. PUBLIC COMMENT

- A. It was moved by Governale, seconded by Schliem and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. There was no public discussion.
- C. It was moved by Governale, seconded by Schliem and approved by unanimous voice vote of those present to close the meeting to public discussion.

XIV. NEW BUSINESS

None at this time.

XVI. EXECUTIVE SESSION

- A. There was no motion to enter the Executive Session.

XVII. ADJOURNMENT

- A. It was moved by Cantatore, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:41 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary