

# DEMAREST BOARD OF EDUCATION

## COW and REGULAR MEETING AGENDA

February 13, 2018  
6:30 P.M.

### I. OPENING

A. Meeting called to order.

### II. ADJOURN TO EXECUTIVE SESSION

A. The Board has determined it will enter into Executive Session for the following reasons:

1. Contract matter – architect
2. Contract matter – paraprofessional guide

B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg

C. Move to approve the following resolution to enter the Executive Session:

**WHEREAS**, in order to protect the personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed;

**WHEREAS**, the length of the closed Executive Session is estimated to be thirty minutes, after which the Regular Public Meeting will reconvene and proceed with business where formal action may or may not be taken;

**NOW THEREFORE BE IT RESOLVED**, that consistent with the provision of N.J.S.A. 10:4-12(b), the Board of Education will now adjourn to executive session to discuss items stated above; and

**BE IT FURTHER RESOLVED**, that the Board hereby declares that its discussion of the aforementioned subjects will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

### III. REOPEN PUBLIC MEETING

A. Move to reopen the Regular Meeting to the public.

B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg

C. Board President's 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.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

- January 2, 2018 Reorganization Meeting Minutes
- January 16, 2018 COW and Regular Meeting Minutes
- January 16, 2018 Executive Meeting Minutes

VI. CORRESPONDENCE

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

IX. OTHER REPORTS/PRESENTATIONS

- Principal Reports

X. REVIEW OF AGENDA

- A. Board members review the items.

XI. PUBLIC DISCUSSION (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public discussion limited to agenda items.
- B. Public discussion.
- C. Move to close the meeting to public discussion.

XII. ACTIONS

**A. Instruction – Staffing**

1. Move to approve the provisional employment of the following, as substitute teachers, for the remainder of the 2017/2018 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).

- Rosemary McCoee

2. Move to accept the retirement notice of Mary Tierney, third grade teacher at Luther Lee Emerson School, effective June 30, 2018, as recommended by the Chief School Administrator.

3. Move to accept the resignation notice of Christina Korines, Middle School Spanish Teacher, as of January 31, 2018, as recommended by the Chief School Administrator.

4. Move to approve Ariana Glowgower, long term replacement, at BA Step 1, per diem, effective January 2, 2018 through June 30, 2018, as recommended by the Chief School Administrator.

5. Move to approve Sara Lesnik (leave replacement for Del Corral, Luther Lee Emerson School Resource Room) from February 3, 2018– June 30, 2018 at BA step 1, per diem (prorated at .675), as recommended by the Chief School Administrator.
6. Move to approve Elvia Acosta, long term replacement, Middle School Spanish teacher, at BA Step 1, per diem, effective February 1, 2018 through June 30, 2018, as recommended by the Chief School Administrator.
7. Move to amend the following stipend positions for the 2017/2018 school year, as recommended by the Chief School Administrator.

<b>Stipend Position</b>	<b>From</b>	<b>To</b>
Boys/ Girls track	G. Torres (.5), D. Ruberto (.5)	.333 or \$1,457.33 each: G.Torres D. Ruberto C. Reynolds
Communications Coordinator	C. Korines (.5)	C. Korines (.25), V. Zimmerman (.25)

**B. Instruction – Pupils/Programs**

1. Move to approve Samantha Jo Russo to provide home instruction for student # 7500508177, beginning January 23, 2018 and continuing as needed, not to exceed 5 hours per week, at a rate of \$33.00 per hour, as recommended by the Chief School Administrator.
2. Move to approve contract with BCSS for Teacher of the Deaf Services to include a maximum of two sessions a week at a rate not to exceed \$5940.00 inclusive of January 25, 2018-June 30, 2018, for student 1683624460, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. Move to approve the Memorandum of Agreement with Jon Regan, Principal of Demarest Middle School, for the 2017/2018 school year, as recommended by the Chief School Administrator.
2. Move to approve the Memorandum of Agreement with Frank Mazzini, Elementary School Principal, for the 2017/2018 school year, as recommended by the Chief School Administrator.
3. Move to approve the Memorandum of Agreement with Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, for the 2017/2018 school year, as recommended by the Chief School Administrator.
4. Move to approve the Memorandum of Agreement with Michelle Terzini-Hollar, Child Study Team Supervisor/Psychologist for the 2017/2018 school year, as recommended by the Chief School Administrator.
5. Move to approve the Memorandum of Agreement with Resat Cazimoski, Building and Grounds Supervisor, for the 2017/2018 school year, as recommended by the Chief School Administrator.
6. Move to approve the Memorandum of Agreement with Debra Rinaldi, tenured Executive Secretary to the Superintendent, for the 2017/2018 school year, as recommended by the Chief School Administrator.

7. Move to approve the Memorandum of Agreement with Gina Peter, Bookkeeper, for the 2017/2018 school year, as recommended by the Chief School Administrator.
8. Move to approve the Memorandum of Agreement with Lisa Carson, Assistant to the Business Administrator/Accounts Payable, for the 2017/2018 school year, as recommended by the Chief School Administrator.
9. Move to approve movement of the following secretaries, on the 2017/2018 secretarial salary guide, as recommended by the Chief School Administrator:

<b>Name/ Step</b>
Daly, Kathy (S3)
Koopalethes, Miriam (S8)
Marsich, Sally (S18)
Piccini, Stephanie (S2)
Torre, Jeanne (S3)

10. Move to approve movement of the following 12 month custodians, on the 2017/2018 custodial salary guide, as recommended by the Chief School Administrator:

<b>Name/Step</b>
Bolt, Michael (S17)
Desic, Iset (S1) *
Hayes, James (S16)
Mekhesian, Hrant (S7)
Morales, Yordanis (S12)
Redzepi, Fitni (S7)
Rosero, Eddie (S14)
Tondreau, Ernst (S2)
Yakoubian, Aram (S6)

\*as of 2/1/18

11. Move to approve 2017-2020 salary guide for paraprofessionals aides, as recommended by the Chief School Administrator:

<b>County Road School Name/Step</b>	<b>Luther Lee Emerson School Name/Step</b>	<b>Demarest Middle School Name/Step</b>
Abreu, Isora (S2)	Agresta, Lauren (S4)	Alvarez, Monica (S1)
Alicea-Vega, Kimberly (S4)	Bai, Su (S5)	Berkman, Leslie (S12)
Bohmer, Lucas (S2)	Braunstein, Jodi (S5)	Cami, Elena (S2)
Cerrone, Doreen (S1)	Gilmer, Nancy (S1)	Choi, YoonJin (S3)
Chang, SeongMin (S1)	Monopoli, Dena (S4)	Flannery, Theresa (S11)
Columbo, Brooke (S2)	Panagi, Maureen (S4)	Fortunato, Therese (S19)
Derguti, Valbona (S3)	Picinich, Alyssa (S2)	Kessler, Lisa (S3)
Gensone, Brenda (S14)	Sun, Changhui (S1)	Lee, Jeong Mi (S4)
Kelly, Mary (S2)	Villegas, Ashley (S4)	Mohanram, Hyewon (S6) *
Lesko, MaryEllen (S1)	Whitney, Michele (S7)	Ungaro, Christine (S2)
Misa, Virginia (S1)		Weiss, Rochelle (S25)
Portera, MaryKate (S1)		
Yun, Hanna (S1)		

\*+\$12.27/hour for brailist

<b>County Road School Name/Step</b>	<b>Luther Lee Emerson School Name/Step</b>
Hefter, Patricia (S2)	Cabrera, Arlene (S5)

County Road School Name/Step	Luther Lee Emerson School Name/Step	Demarest Middle School Name/Step
Aziledes, Marcy (S4)	Miller, Michelle (S2)	Andreasen, Michelle (S4)
	Peter, Rosejean (S4)	Drescher, MaryJeanne (S25)
	Portera, MaryEllen (S12)	Martin, JoAnna (S18)

12. Move to approve Marilyn Stankiewicz, District Lunch Program Coordinator/Food Service Manager at an hourly rate of \$32.14, not to exceed 29 hours per week, for the 2017/2018 school year, as recommended by the Chief School Administrator.

**D. Support Services – Board of Education**

1. Move to approve PTO request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator.

Event	Date	Location
5K Pasta Supper	5/19 4:00-9:00 PM	CRS APR
Lunar Festival practice	1/31 & 2/9 4:30-6:00 PM 2/3 & 2/10 11:00-5:00 AM/PM	LLE Gym/stage  LLE APR
Movie Night	3/2 5:30-9:00 PM	LLE Gym and APR
Me and My Dance	3/18 3:00-9:00 PM 4/5 3:00-9:00 PM	CRS Gym  LLE Gym

2. Move to approve request for Vikings Soccer for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator.

Day and Time	Dates	Location
Tuesday 5:00-8:00PM	3/20,3/27,4/3,4/10,4/17,4/24,5/1,5/8,5/15, 5/22,5/29,6/5,6/12	DMS field
Wednesday 5:00-8:00PM	3/21,3/28,4/4,4/11,4/18,4/25,5/2,5/9,5/16, 5/23,5/30,6/7,6/14	
Friday 5:00-8:00PM	2/23,(no 5/30), 4/6,4/13,4/20,4/27, 5/4,5/11,5/18,5/25, 6/1,6/8,6/15	
Monday-Thursday 4:00-8:00 PM*	3/19,3/20,3/21,3/22,3/26,3/27,3/28, 3/29, 4/2,4/3,4/4,(no 4/5),4/9,4/10, 4/12,4/16,4/17,4/18,4/19,4/23,4/24,4/25,4/ 26,4/30,5/1,5/2,5/3,5/7,5/8,5/9, (no 5/10),5/14,5/15,5/16,5/17,5/21,5/22,5/23,5 /24,(no 5/28),5/29,5/30,5/31,6/4, 6/5,6/6,6/7,6/11,6/12,6/13,6/14	LLE field

\*3/27-5/15 start time is 4:30

3. Move to approve request for SJ Enrichment for facility use DMS field on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Day and Time	Dates
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Monday 4:30-6:45PM	4/2, 4/9, 4/16, 4/23, 4/30, 5/7, 5/14, 5/21, (no 5/28), 6/4, 6/11
Thursday 4:30-6:45PM	4/5, 4/12, 4/19, 4/26, 5/3, 5/10, (no 5/17), 5/24, 5/31,
Saturday 1:30-3:45PM	6/7 4/7, 4/14, 4/21, 4/28, 5/5, 5/12, 5/19, (no 5/26), 6/2, 6/9, 6/16

4. Move to approve the attendance of 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	Admission Cost
Alison Porto/ Basic Skills Reading Janna Geller/ Speech Therapist	NJIDA Conference Garwood, N.J. March 9, 2018	\$195.00 each
Chris Nerkizian/LLE Resource room	Google Certified Level 2 Bergen ETTC May 8, 2018	\$185.00

5. Move to adopt the following resolution to acknowledge the service of Mary Tierney, as recommended by the Chief School Administrator:

WHEREAS, Mary Tierney dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW, THEREFORE BE IT RESOLVED that the Demarest Board of Education does hereby extend its appreciation and gratitude to Mary Tierney in recognition of her 18 years of service dedicated to the Demarest Board of Education and the children of Demarest.

6. Move to adopt the following resolution to acknowledge the service of, Christina Korines, as recommended by the Chief School Administrator:

WHEREAS, Christina Korines dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW, THEREFORE BE IT RESOLVED that the Demarest Board of Education does hereby extend its appreciation and gratitude to Christina Korines in recognition of her 10 years of service dedicated to the Demarest Board of Education and the children of Demarest.

#### **E. Support Services – Fiscal Management**

1. Move to confirm the January 31, 2018 payroll in the amount of \$383,486.99.
2. Move to confirm February 15, 2018 payroll in the amount of \$457,487.78.
3. Move to approve the January 2018 in office checks in the amount of \$299,608.89 and, February 13, 2017 budget checks in the amount of \$88,032.78 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$382,927.67
12 Capital Outlay	\$ 2,125.00
20 Special Revenue	\$ 2,589.00
Total Bills:	\$387,641.67

4. Move 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 January, 2018, 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. Move 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 January, 2018 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. Move to acknowledge receipt of the December, 2018 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for January, 2018:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-213-100-610	Resource Room General Supplies	\$ 2,330
11-000-261-420	Required Maint Clean, Repair, Maint	2,000
11-000-261-421	Required Maint Lead Testing Drinking Water	1,335
11-000-262-199	Custodial Unused Vacation Pymts @ Retirement	1,910
11-000-291-299	Employee Benefits Unused Sick Days @ Retirement	<u>5,000</u>
		\$ 12,575

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-610	Reg Instruction General Supplies	\$ 2,330
11-000-262-610	Custodial General Supplies	3,335
11-000-262-107	Custodial Salaries Non-Instructional Aides	1,910
11-000-291-290	Employee Benefits Allocated Benefits	<u>5,000</u>
		\$ 12,575

**F. Other**

1. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in closed Executive Sessions on Tuesday March 13, 2018 and Tuesday March 20, 2018 at 6:30 P.M., 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.

XIII. COMMITTEE REPORTS

XIV. NEW BUSINESS

XV. PUBLIC DISCUSSION

- A. Move to open the meeting to public discussion.
- B. Move to close the meeting to public discussion.

XVI. EXECUTIVE SESSION (if necessary)

- A. Move to enter the Executive Session to discuss personnel/legal matters/negotiations.
- B. Move to close the Executive Session and reenter the public session.

XVII. ADJOURNMENT

- A. Move to adjourn.