

DEMAREST BOARD OF EDUCATION

AGENDA – REGULAR MEETING

October 20, 2015

7:00 P.M.

I. OPENING

A. Meeting called to order.

B. 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.

C. Roll Call: Cantatore, Geller, Kirtane, Molina, Verna, Woods, Holzberg

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES OF THE MEETINGS

A. Move to accept the minutes of the:

Committee-of-the-Whole Meeting – September 8, 2015

Regular Meeting – September 16, 2015

Executive Sessions – September 8 and 16, 2015

Moved by:

Seconded:

Action (v):

IV. CORRESPONDENCE

V. BOARD PRESIDENT'S REPORT

VI. SUPERINTENDENT'S REPORT

VII. REVIEW OF AGENDA

A. Board members review the items.

B. Move to open the meeting to public discussion limited to agenda items.

Moved by:

Seconded:

Action (v):

C. Public discussion.

D. Move to close the meeting to public discussion.

Moved by:

Seconded:

Action (v):

VIII. ACTIONS

A. Instruction – Staffing

1. Move to approve the provisional employment of Jaimie Ehardt, MA Step 1, as Grade 2-4 Resource Room Teacher, for the 2015/2016 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L.1986, c.116 (revised 6/30/98).

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

2. Move to approve the provisional employment of Elvia Acosta as Substitute FMLA Leave Replacement Grade 5-8 Spanish Teacher and placement of the Teachers' Salary Guide at BA Step 1, for the 2015/2016 school year effective October 21, 2015, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L.1986, c.116 (revised 6/30/98).

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

3. Move to amend the following stipend position for the 2015/2016 school year, effective October 21, 2015, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
DMS Lunchroom Coordinator	G. Torres (replaces D. Ruberto)	\$3,121 (prorated)

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

4. Move to approve Donna Kahan as a substitute teacher for the 2015/2016 school year, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

5. Move to approve the following Teacher Mentors, as recommended by the Chief School Administrator:

<u>Position/Grade</u>	<u>Teacher</u>	<u>Mentor</u>
K – 4 th Resource Room	Alexandra Avillo	Jane Ench

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

6. Move to approve placement on the Teachers' Salary Guide for Donna Kemp at BA Step 1, effective October 12, 2015, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

VIII. ACTIONS (Continued)

B. Instruction – Pupils/Programs

1. Move to approve the following 2015 Demarest Middle School **Boys' Basketball** schedule for the 2015/2016 school year, as recommended by the Chief School Administrator:

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Monday	12/07	Harrington Park	Away
Wednesday	12/09	Norwood	Away
Monday	12/14	Old Tappan	Away
Thursday	12/17	Haworth	Home
Monday	12/21	Northvale	Home
Tuesday	12/22	Closter	Away
Wednesday	01/06	Harrington Park	Home
Thursday	01/07	Norwood	Home
Monday	01/11	Old Tappan	Home
Thursday	01/14	Haworth	Away
Wednesday	01/20	Northvale	Away
Thursday	02/03	Closter	Home
Week of	02/01	Playoffs	
Week of	02/08	Championships	

Moved by: _____ *Seconded:* _____
Action (RC): C Gel K M V W H

2. Move to approve the following 2015 Demarest Middle School **Girls' Basketball** schedule for the 2015/2016 school year, as recommended by the Chief School Administrator:

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Monday	12/07	Harrington Park	Home
Wednesday	12/09	Norwood	Home
Monday	12/14	Old Tappan	Home
Thursday	12/17	Haworth	Away
Monday	12/21	Northvale	Away
Tuesday	12/22	Closter	Home
Wednesday	01/06	Harrington Park	Away
Thursday	01/07	Norwood	Away
Monday	01/11	Old Tappan	Away
Thursday	01/14	Haworth	Home
Wednesday	01/20	Northvale	Home
Thursday	02/03	Closter	Away
Week of	02/01	Playoffs	
Week of	02/08	Championships	

Moved by: _____ *Seconded:* _____
Action (RC): C Gel K M V W H

3. Move to approve the 6th grade Class Trip to Fairview Lake on April 27-29, 2016, as recommended by the Chief School Administrator.

Moved by: _____ *Seconded:* _____
Action (RC): C Gel K M V W H

4. Move to approve the 8th grade Class Trip to Washington, D.C. on May 24-26, 2016, as recommended by the Chief School Administrator.

Moved by: _____ *Seconded:* _____
Action (RC): C Gel K M V W H

VIII. ACTIONS (Continued)

B. Instruction – Pupils/Programs (Continued)

5. Move to approve a Special Education Tuition contract for with Northvale Board of Education for Student ID # 2529758090 for the period September 1, 2015 – June 30, 2016 at a cost of \$23,900, as recommended by the Child Study Team.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

6. Move to approve a Special Education Tuition contract for with Harrington Park Board of Education for Student ID # 6797028013 for the period September 1, 2015 – June 30, 2016 at a cost of \$22,440 and additional speech services at a rate of \$50 per session, as recommended by the Child Study Team.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

7. Move to approve Elena Cami as a volunteer for the Girls' Volleyball team, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

C. Support Services – Staffing

1. Move to confirm the resignation of Mayuli Copeland, Instructional Aide for Student ID #'s 212113, effective October 9, 2015, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

2. Move to approve the provisional employment of Deana Lubrani, Step 1, as Instructional Aide for the 2015/2016 school year at Demarest Middle School (Student ID #'s 7971940979 and 6149152319), not to exceed 29 hours per week, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

3. Move to approve Gina-Marie Peter, Payroll/Benefits Coordinator, to receive a 17-Year Longevity Stipend in the amount of \$2,300 prorated effective October 1, 2015, for the 2015/2016 school year, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

4. Move to approve Sally Marsich, Child Study Team Secretary, to receive a 17-Year Longevity Stipend in the amount of \$2,300 prorated effective October 21, 2015, for the 2015/2016 school year, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

VIII. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

3. Move to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator.

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Demarest School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE, BE IT RESOLVED that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with Department of Education requirements.

Moved by: *Seconded:*
Action (RC): C Gel K M V W H

4. Move to approve acceptance of the school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2. A drill for Route 1-2015 was conducted on September 22, 2015 at Luther Lee Emerson School at 8:00 am on Lenox Avenue supervised by Principal Frank Mazzini. Drills for Route 2015-1 were also conducted on September 24, 2015 at Demarest Middle School at 8:10 am on Orchard St supervised by Principal Jon Regan and at County Road School at 8:28 am on Williams St supervised by Principal Frank Mazzini.

Moved by: *Seconded:*
Action (RC): C Gel K M V W H

5. Move to approve amendment to 2015-2016 IDEA Grant to incorporate the 2014-2015 carryover of \$537 from the 2014-2015 IDEA Pre-School funds.

	<u>Original</u>	<u>Amended</u>
IDEA - Basic		
20-251-100-562 Other Purchased Services	\$151,922	\$151,922
IDEA – Preschool		
20-252-100-562 Other Purchased Services	\$ 10,333	\$ 10,870

Moved by: *Seconded:*
Action (RC): C Gel K M V W H

6. Move to approve the 2015 QSAC Statement of Assurance (SOA) and submit it to the Executive County Superintendent, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): C Gel K M V W H

7. Move to confirm Kelly Stevens, Curriculum Coordinator, to attend the “Good Homework Bad Homework” webinar held on October 15, 2015 at a cost of \$204.50 for registration, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): C Gel K M V W H

VIII. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

8. Move to approve Dawn Delasandro, Assistant Business Administrator, to attend the OPRA and Records Management workshop held on January 22, 2016 in New Brunswick, NJ at a cost of \$99 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

9. Move to approve Dawn Delasandro, Assistant Business Administrator, to attend the Reading the Board Secretary Report and Purchasing workshops held on December 18, 2015 and February 11, 2016 in Rockaway, NJ at no cost with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

10. Move to approve Ellen Ricciutti, Speech and Language Specialist, to attend the Auditory Challenges and Auditory Processing Disorders in Children workshop held on November 6, 2015 in Dobbs Ferry, NY at a cost of \$179 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

11. Move to approve Jane Ench and Sharon Dippolito, Grade 2-4 Resource Room Teacher, to attend the Reasoning with Unreasonable People workshop held on October 22, 2015 in Tarrytown, NY at a cost of \$79 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

12. Move to approve Bridget DiMartini, STEM Teacher, to attend the NJTEEA iSTEM Conference held on October 17, 2015 in Madison, NJ at a cost of \$145 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

13. Move to approve the request of the PTO/Demarest Middle School to use the facilities at County Road School for the Breast Cancer Awareness Walk from 7:00 a.m. to 1:00 p.m. on Sunday, October 18, 2015 (rain date October 25, 2015), as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

14. Move to approve Dr. Charles Wuhl and Dr. Leslie Nagy as approved vendors to provide psychological clearance evaluations on behalf of the Child Study Team, as recommended by the Chief School Administrator.

Moved by:
Action (RC): C Gel K M V W H *Seconded:*

VIII. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

15. Move to approve The Gordian Group, an authorized vendor of New Jersey State Approved Co-op # 65MCESCCPS, to install a division wall at Luther Lee Emerson School under MRESC Bid # 14/15-19 GC1, at a cost not to exceed \$14,605.77, as recommended by the Chief School Administrator.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

16. Move to approve replacement of our current copier lease with a new five (5) year Lease Purchase Agreement with Atlantic Business Products payable through Municipal Capital Corporation for seven (7) Savin copiers, maintenance and supplies, per State Contract at a rate of \$1,435 per month plus usage, as recommended by the Chief School Administrator.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

E. Support Services – Fiscal Management

1. Move to confirm the September 16 – 30, 2015 payroll in the amount of \$334,526.53.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

2. Move to confirm the October 1 – 15, 2015 payroll in the amount of \$337,379.44.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

3. Moved to approve the September 2015 bills in the amount of \$679,083.66 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 542,407.86
12 Capital Outlay	128,755.80
20 Special Revenue Funds	<u>7,920.00</u>
	<u>\$ 679,083.66</u>

Moved by: Seconded:
 Action (RC): C Gel K M V W H

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 September 30, 2015, 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.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

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 September 30, 2015 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.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

VIII. ACTIONS (Continued)

E. Support Services – Fiscal Management (Continued)

6. Move to acknowledge receipt of the August 31, 2015 Report of the Board Secretary, 148 and July 31, 2015 and August 31, 2015 Report of the Treasurer, A-149.

Moved by: Seconded:
 Action (RC): C Gel K M V W H

7. Move to confirm the following transfers for September 2015:

From:	Account	Amount
11-000-100-562	Tuition Other LEAs Special Education	66,485
11-000-217-100	Extraordinary Services Salaries	45,300
11-000-218-500	Guidance Other Purchased Services	360
11-000-222-100	Educ Media Salaries	900
11-000-240-103	School Administration Salaries Principals	15,208
11-000-240-600	School Administration Material & Supplies	720
11-000-261-490	Required Maint Other Purch Property Svcs	340
11-000-262-800	Custodial Other Objects	1,720
11-000-270-511	Transportation Home to School	110,000
11-000-291-270	Benefits Health Benefits	66,350
11-190-100-890	Regular Instruction Other Objects	4,000
11-204-100-101	LLD Salaries	8,000
11-204-100-106	LLD Other Salaries for Instruction	36,000
11-213-100-101	Special Ed Res Rm Salaries	60,900
11-230-100-101	BSI Salaries	100
11-402-100-600	Athletics Supplies & Materials	16
11-401-100-500	Co-Curricular Purchased Services	9,000
11-401-100-100	Co-Curricular Salaries	31,450
		<u>\$456,849</u>

To:	Account	Amount
11-000-211-100	Attendance Salaries	5,400
11-000-213-100	Health Services Salaries	16,710
11-000-216-320	Related Services Purchased Prof Ed Services	43,100
11-000-216-500	Related Services Other Purchased Services	50
11-000-217-320	Extraordinary Services Purch Prof Ed Services	45,000
11-000-218-600	Guidance Supplies & Materials	360
11-000-222-100	Educ Media Salaries	900
11-000-240-199	School Admin Unused Vacation Terminated Staff	14,063
11-000-240-800	School Administration Other Objects	1,865
11-000-261-340	Required Maint Purchased Prof & Tech Svcs	340
11-000-262-440	Custodial Rental	350
11-000-262-520	Custodial Insurance	1,370
11-000-262-107	Custodial Non-Instructional Aides	18,600
11-000-270-515	Transportation Joint Agreements Spec Ed	110,000
11-190-100-610	Regular Instruction General Supplies	4,000
11-206-100-106	Visual Impairments Other Salaries	1,275
11-206-100-610	Visual Impairments General Supplies	250
11-213-100-106	Special Ed Res Rm Other Salaries for Instruction	171,200
11-213-100-500	Special Ed Res Rm Other Purch Svcs	50
11-230-100-500	BSI Other Purchased Services	100
11-402-100-100	Athletics Salaries	12,850
11-402-100-500	Athletics Other Purchased Services	9,016
		<u>\$456,849</u>

Moved by: Seconded:
 Action (RC): C Gel K M V W H

X. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

Moved by:

Seconded:

Action (v):

B. Move to close the meeting to public discussion.

Moved by:

Seconded:

Action (v):

XI. EXECUTIVE SESSION (if needed)

A. Move to reenter the Executive Session to discuss personnel/legal matters/negotiations.

Moved by:

Seconded:

Action (v):

B. Move to close the Executive Session and reenter the public session.

Moved by:

Seconded:

Action (v):

XII. ADJOURNMENT

A. Move to adjourn at _____ P.M.

Moved by:

Seconded:

Action (v):

