

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

Demarest Middle School – Cafeteria

July 21, 2015

I. OPENING

- A. The meeting was called to order at 6:00 p.m.
- 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. President Holzberg led the flag salute.
- D. Roll Call: Cantatore, Geller, Kirtane, Verna, Woods and Holzberg were present. Molina was absent.
- E. It was moved by Geller, seconded by Woods and approved by unanimous voice vote to accept minutes of the Committee-of-the-Whole Meeting held on June 9, 2015, the Regular Public Meeting held on June 16, 2015 and the Executive Sessions held on May 12, 2015; May 19, 2015; June 9, 2015 and June 16, 2015
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone and hoped all are enjoying their summers.

III. SUPERINTENDENT'S REPORT

Mr. Fox explained that Dr. Codey presented and overview of the 2014/2015 annual Harassment, Intimidation and Bullying (HIB) and Electronic Violence and Vandalism Report (EVVRS) at the July Regular Board Meeting, however the district's score was not available at that time. The district score is 67 out of 75.

Mr. Fox stated the Chalkboard newsletter is available and has been distributed. He thanked the board for their input. He also spoke about the garden at the middle school and shared pictures of giant cucumbers which were picked earlier in the day. Lastly, he discussed the 1:1 initiative noting all computers have arrived except one and the school's technicians are in the process of programming them. It is expected that computers will be ready for 8th graders the first week of school and then will be followed by 7th, 6th and 5th grades. A press release will be issued soon.

IV. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. It was moved by Woods, seconded by Geller and approved by unanimous voice vote to open the meeting to public discussion limited to agenda items.
- C. There was no public discussion.
- D. It was moved by Woods, seconded by Verna and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONS

A. Instruction – Staffing

1. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of the following substitute teachers 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):

Danielle Gold

Elaine Thoman

2. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to accept the resignation of Brianna Charles, BA Step 1, as Grade 5-8 STEM Teacher, for the 2015/2016 school year, previously approved in Resolution A-7 on June 16, 2015, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment Kristen Fallon, BA Step 2 as Grade K-1 Special Education/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 as well as an application for emergency hiring as required by the N.J.S.A. 18A:6-7, 1 et seq. (revised 6/30/98).

4. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the part-time provisional employment Hannah Sutker, MA Step 1 (.625) as Grades 5-6 Reading 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 as well as an application for emergency hiring as required by the N.J.S.A. 18A:6-7, 1 et seq. (revised 6/30/98).

5. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the request of Alison Beckley, Grade 5-8 Music Teacher (.625), for an unpaid maternity leave of absence (NJFLA/FMLA) from September 1, 2015 through November 25, 2015 and an extended unpaid leave of absence (child-rearing leave) from November 26, 2015 through December 13, 2015, as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the request of Amanda Kroff, Resource Room Teacher, for an unpaid maternity leave of absence (NJFLA/FMLA) from September 1, 2015 through December 11, 2015 and an extended unpaid leave of absence (child-rearing leave) from December 12, 2015 through January 3, 2016, as recommended by the Chief School Administrator.

7. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the transfer of assignment for Bridget DiMartini, 4th Grade Teacher at Luther Lee Emerson School to Grades 5-8 STEM/GT Teacher at Demarest Middle School for the 2015/2016 school year, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve the following lunch price schedule for the 2015/2016 school year, as recommended by the Chief School Administrator:

Lunch CRS/LLE	\$3.60
Lunch DMS	3.80
Adult Lunch	4.60
Soup/Fruit/Vegetable	.75
Milk/Juice	.75

V. ACTIONS (Continued)

B. Instruction – Pupils/Programs (Continued)

2. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve participation in the NJ Child Assault Prevention/Bergen County CAP Program for the 2015/2016 school year, as recommended by the Chief School Administrator.

3. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve an Extended Year Special Education Tuition contract with the Closter Board of Education for Student ID # 5019762465 to attend the Preschool Learning/Language Disabled Class at Hillside School for the 2015/2016 school year at a cost of \$31,638 for September through June and \$900 for July, as recommended by the Child Study Team.

4. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Closter Board of Education for Student ID # 1658951405 to attend the Preschool Learning/Language Disabled Class at Hillside School (half-day) for the 2015/2016 school year at a cost of \$15,191, as recommended by the Child Study Team.

5. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve two (2) contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for Student ID #3421005687 to receive Level Four Services in the amount of \$14,300 and Student ID #5508096366 to receive Level One Services in the amount of \$1,900 for the 2015/2016 school year, as recommended by the Child Study Team.

C. Support Services – Staffing

1. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve the employment of Myriam Goldfeld as a substitute secretary at a rate of \$16.56/hour for the 2015/2016 school year, as recommended by the Chief School Administrator.

2. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to acknowledge perfect attendance for the following staff for the 2014/2015 school year, as recommended by the Chief School Administrator:

Drescher, Mary Jean	Regan, Jonathon
Hayes, James	Rinckhoff, Sherri
Mazzini, Frank	Scandiffio, Gerald
Nerkizian, Chris	Verno, Julia
Peter, Rosejean	

3. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve additional hours for Hyewon Mohanram and Denise Morrissey, Braille Specialists, not to exceed 16 hours and 20 hours respectively during the months of July and August to complete Braille Training, as recommended by the Chief School Administrator.

4. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve Hyewon Mohanram and Denise Morrissey, Braille Specialists, to participate in Online Braille training at a cost not to exceed \$50 each for certification, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)C. Support Services – Staffing (Continued)

5. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to accept the resignation of the following Instructional Aides, effective July 2, 2015, as recommended by the Chief School Administrator:

Amber Eichler, Step 1

Moumita Gammel, Step 2

6. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve the transfer and reassignment of Sandra Pepe, Step 9, from Instructional Aide to Lunch Aide at Luther Lee Emerson School for the 2015/2016 school year, as recommended by the Chief School Administrator.

7. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to confirm the employment of Aleen Santana as an Instructional Aide, Step 3, for Student ID #1658951405 attending Closter Preschool Learning/Language Disabled Class at Hillside School during the month of July 2015 from 8:45 – 12:15, as recommended by the Chief School Administrator.

8. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve additional hours for Therese Fortunato, Instructional Aide, not to exceed 60 hours during the months of July and August to assist as a library aide, as recommended by the Chief School Administrator.

9. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve the Memorandum of Agreement with Resat Cazimoski, Educational Facilities Manager, for the 2015/2016 school year, as recommended by the Chief School Administrator.

10. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of Mayuli Copeland, Step 1, as Instructional Aide for the 2015/2016 school year, not to exceed 29 hours weekly, based on the Student's Individual Education Plan (IEP), 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).

D. Support Services – Board of Education

1. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept and submit the 2015 Annual Electronic Violence and Vandalism Report (EVVRS) to the Division of Student Services, Office of Education Support Services, as recommended by the Chief School Administrator.

2. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept the School Self-Assessment for Determining HIB Grades under the Anti-Bullying Bill of Rights Acts, as prepared by the district's Anti-Bullying Specialist and School Safety Team and submit it to the Department of Education, as recommended by the Chief School Administrator.

3. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve all board members, the Chief School Administrator and the School Business Administrator to attend the NJSBA/NJASA/NJASBO 2015 Workshop in Atlantic City, NJ on October 27-29, 2015. Cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

4. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve participation in the Ed-Data Cooperative Price Agreement, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

5. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, Thomas J. Perez, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Demarest Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the Board of Education, and further authorizes Thomas J. Perez to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly bid threshold amount.

6. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the following vendors to provide evaluations of students, as recommended by the Chief School Administrator:

Dr. Mark Faber
(Psychiatric)

Dr. Hugh Bases
(Neurological)

Speech and Hearing Associates, LLC
(Speech/Hearing)

7. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve a financing lease contract with Apple Finance Corp. at zero-percent (0%) interest rate for a total amount financed of \$306,553.50 payable annually over four years for the purchase of 330 MacBook Air laptop computers and covers, as recommended by the Chief School Administrator.

8. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the continued shared service agreement with Northern Valley Regional High School for Jonathon Regan, Supervisor of Curriculum and Instruction, at (.60) in Demarest Middle School and (.40) in NVRHS, as recommended by the Chief School Administrator.

9. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept notification of the 2015/2016 NCLB Consolidated Formula Sub grant Allocation in the amount of \$17,896, as recommended by the Chief School Administrator:

<u>Title II A – Part A</u>		<u>Title III</u>	
Demarest	\$ 7,849	Demarest	\$ 3,518
Holy Angels	<u>6,529</u>	Holy Angels	<u>0</u>
Total	\$14,378	Total	\$ 3,518

10. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the Demarest Board of Education resolves not to apply for the NCLB Title I Part A Funds allocated for the 2015/2016 school year, as recommended by the Chief School Administrator.

11. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve Thomas J. Perez, School Business Administrator/Board Secretary, to serve as the Public Agency Compliance Officer (P.A.C.O.) for the Demarest Board of Education, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)

12. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the attendance of Debra Rinaldi, Executive Secretary to the Superintendent, at the Regional Training Session for Certification and Professional Development in Morristown, NJ, at no cost with mileage reimbursed per state statute, as recommended by the Chief School Administrator.

13. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the attendance of Emily Codey, Middle School Principal, at The Power of Engagement and Motivation workshop in Morris Plains, NJ, at no cost with mileage reimbursed per state statute, as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

1. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to accept notification of the 2014/2015 Extraordinary Aid in the amount of \$72,495 as recommended by the Chief School Administrator.

2. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm June 16 – 30, 2015 payroll in the amount of \$383,370.64

3. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm June 30, 2015 supplemental payroll in the amount of \$70,853.47

4. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm July 1 – 15, 2015 payroll in the amount of \$71,761.96

5. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to approve the June 2015 bills in the amount of \$400,289.51

<u>Subtotal Per Fund</u>		<u>Amount</u>
10 General Current Fund Expense Funds	\$	337,453.41
12 Capital Project Funds		26,109.41
20 Special Revenue Funds		28,824.69
60 Enterprise Funds		<u>7,902.00</u>
Total	\$	400,289.51

6. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote 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 June 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.

7. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote 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 June 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 N.J.A.C. 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.

V. ACTIONS (Continued)E. Support Services – Fiscal Management (Continued)

8. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to acknowledge receipt of the May 31, 2015 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

9. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm the following budget transfers for June 2015:

From:	Account	Amount
11-000-218-320	GUIDANCE PURCH PROF ED SVCS	2,582
11-000-219-110	CST SALARIES OTHER	3,225
11-000-219-320	CST PURCH PROF ED SERVICES	6,000
11-000-219-600	CST SUPPLIES & MATERIALS	1,750
11-000-217-106	EXTRA SUPPORT SERVICES SALARIES	3,074
11-000-221-320	IMPROV OF INSTR PURCH ED SERVICES	520
11-000-222-320	MEDIA SERVICES PURCH PROF ED SVCS	2,250
11-000-222-600	MEDIA SERVICES SUPP & MATERIALS	4,185
11-000-230-895	GENERAL ADMIN BOE DUES & FEES	5,185
11-000-240-103	SCHOOL ADMIN SALARIES PRINCIPALS	1,235
11-000-251-500	CENTRAL SERVICES OTHER PURCH SVCS	2,160
11-000-261-420	REQUIRED MAINT CLEANING, REPAIR & MAINT	635
11-000-270-390	STUDENT TRANS OTHER PURCH PROF & TECH	320
11-000-291-270	HEALTH BENEFITS	12,312
11-000-100-562	TUITION OTHER LEA's IN STATE SP ED	16,025
11-190-100-610	REG INSTR GENERAL SUPPLIES	59,550
11-190-100-320	REG INSTR PURCH PROF EDUC SVCS	17,100
11-240-100-610	BILINGUAL GENERAL SUPPLIES	395
11-401-100-500	CO-CURRICULAR PURCHASED SERVICES	5,250
11-401-100-600	CO-CURRICULAR SUPPLIES & MATERIALS	600
		<u>\$144,353</u>

To:	Account No.	Amount
11-000-211-105	ATTENDANCE SALARIES	\$ 100
11-000-213-104	HEALTH SERVICES SALARIES	261
11-000-218-104	GUIDANCE SALARIES PROF STAFF	482
11-000-218-105	GUIDANCE SALARIES SECRETARY	146
11-000-218-500	GUIDANCE OTHER PURCH SVCS	10
11-000-218-600	GUIDANCE SUPPLIES & MATERIALS	431
11-000-218-104	CST SALARIES PROFESSIONAL STAFF	10,001
11-000-219-105	CST SALARIES SECRETARY	5,200
11-000-221-500	IMPROV OF INSTR OTR PURCH SVCS	520
11-000-222-100	MEDIA SERVICES SALARIES	6,435
11-000-230-100	GENERAL ADMIN SALARIES	2,170
11-000-230-500	GENERAL ADMIN OTHER PURCH SVCS	3,015
11-000-240-105	SCHOOL ADMIN SALARIES SECRETARY	1,235
11-000-251-100	CENTRAL SERVICES SALARIES	2,160
11-000-261-100	REQUIRED MAINT SALARIES	635
11-000-270-161	STUDENT TRANS SALARIES HOME/SCHL	320
11-000-291-290	BENEFITS OTHER EMPLOYEE BENEFITS	5,050
11-000-291-242	BENEFITS OTHER RETIREMENT - ERIP	490
11-000-216-320	RELATED SVCS PURCH PROF EDUC	16,025
11-000-310-XXX	FOOD SERVICES	6,772
11-190-100-500	REGULAR INSTR OTHER PURCH SVCS	76,650
11-240-100-101	BILINGUAL SALARIES	395
11-401-100-100	CO-CURRICULAR SALARIES	5,850
		<u>\$144,353</u>

V. ACTIONS (Continued)

F. Other

1. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, August 18, 2015 at 6:30 p.m. to discuss personnel 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.

VI. REPORTS

There were no reports.

Mr. Fox requested a Buildings & Grounds Committee meeting be scheduled for next week and a Policy Committee meeting prior to the next August Board Meeting.

VII. PUBLIC DISCUSSION

A. It was moved by Woods, seconded by Geller and approved by unanimous voice vote to open the meeting to public discussion.

There was no public discussion.

B. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote to close the meeting to public discussion.

VIII. EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed.

IX. ADJOURNMENT

A. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote to adjourn at 6:22 p.m.

Respectfully submitted,



Thomas J. Pérez
School Business Administrator/Board Secretary