

DEMAREST BOARD OF EDUCATION

AGENDA – COW AND REGULAR MEETING

February 14, 2017

6:30 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: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg

II. ADJOURN TO EXECUTIVE SESSION

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

1. Personnel Matters

B. 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.

Moved by:

Seconded:

Action (v):

III. REOPEN PUBLIC MEETING

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

Moved by:

Seconded:

Action (v):

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

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

Reorganization Meeting – January 3, 2017
COW/Regular Meeting – January 17, 2017
Executive Session – January 17, 2017

Moved by:

Seconded:

Action (v):

VI. CORRESPONDENCE

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

IX. OTHER REPORTS/PRESENTATIONS

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.

Moved by:

Seconded:

Action (v):

B. Public discussion.

C. Move to close the meeting to public discussion.

Moved by:

Seconded:

Action (v):

XII. ACTIONS

A. Instruction – Staffing

1. Move to accept the notice of resignation of Tatianna McBride, Reading Specialist at CRS/LLE, effective, March 31, 2017, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

2. Move to approve the transfer of assignment for Julie Worgul, Resource Room teacher at DMS to Reading Specialist at CRS and LLE, effective March 1, 2017 to June 30, 2017, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

3. Move to approve Robert Marmorstein, MA, Step 1, per diem long term replacement at DMS as a Resource Room Teacher, from March 1, 2017 to June 30, 2017, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

4. Move to approve the following substitute teacher(s) for the 2016/2017 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).

Eileen Kinneary

Moved by: *Seconded:*
Action (RC): A C G K V W H

B. Instruction – Pupils/Programs

1. Move to approve submission of a STEM project grant application to Orange and Rockland Utilities, Inc., as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

C. Support Services – Staffing

None

D. Support Services – Board of Education

1. Move to approve the following to attend the “Matching Interventions to Reasons for Reading Difficulties” seminar on March 24, 2017 in Garwood, NJ with a registration cost of \$195 per person and travel to be reimbursed as per NJ OMB guidelines, as recommended by the Chief School Administrator.

Michelle Terzini-Hollar Ellen Ricciutti Janna Geller Julie Worgul

Moved by: *Seconded:*
Action (RC): A C G K V W H

XII. ACTIONS

D. Support Services – Board of Education (continued)

2. Move to approve Change Order No. 002 for State Project No. 1070-050-15-2000, the Luther Lee Emerson School Parking & Driveway Project, in the amount of \$8,158.47 from Your Way Construction, Inc., reviewed by EI Associates and as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

3. Move to approve Demarest PTO request for use of Luther Lee Emerson School all-purpose room and gym on Friday March 24, 2017 from 6:00 pm to 9:00 pm for Movie Night in accordance with Policy 7510, as recommended by Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

4. Move to approve special education bus route SPED00 commencing on February 3, 2017 through the remainder of the 2016/2017 school year, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

5. Move to approve the Memorandum of Agreement with the Demarest Education Association that the first day for teaching staff members to report to work for the 2017/2018 school year shall be August 31, 2017, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

6. Move to approve the revised calendar for the 2017-2018 school year, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): A C G K V W H

7. Move to approve the following job descriptions, as recommended by the Chief School Administrator.

Central Office Administration

- Chief School Administrator
- Superintendent/Principal
- Executive Secretary
- Business Administrator/Board Secretary
- Assistant to the Business Administrator
- Attorney
- Auditor
- Treasurer of School Monies
- Payroll and Benefits Specialist

XII. ACTIONS

D. Support Services – Board of Education (continued)

Central Management Support

Affirmative Action Officer
Buildings and Grounds Supervisor
Lunch Room Coordinator
Director of Personnel

Support Services

School Anti-Bullying Specialist
School Anti-Bullying Coordinator

Moved by: *Seconded:*
Action (RC): A C G K V W H

E. Support Services – Fiscal Management

- 1. Move to confirm the January 16th 2017 – 31st 2017 payroll in the amount of \$366,576.97.

Moved by: *Seconded:*
Action (RC): A C G K V W H

- 2. Move to confirm the February 1st – 15th, 2017 payroll in the amount of \$388,673.09.

Moved by: *Seconded:*
Action (RC): A C G K V W H

- 3. Move to approve the January 2017 in office checks in the amount of \$303,185.16 and February 2017 budget checks in the amount of \$51,334.60 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$354,519.76
12 Capital Outlay	\$ 0.00
20 Special Revenue	<u>\$ 0.00</u>
Total Bills:	\$ 354,519.76

Moved by: *Seconded:*
Action (RC): A C G K 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 January 31, 2017, 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): A C G K V W H

XII. ACTIONS

E. Support Services – Fiscal Management (continued)

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 31, 2017 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): A C G K V W H

6. Move to acknowledge receipt of the December 31, 2016 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

Moved by: *Seconded:*
Action (RC): A C G K V W H

7. Move to confirm the following budget transfer for January 2017:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-150-100-101	Gen Ed Home Instruction Salaries	\$ 3,960
11-000-261-610	Required Maintenance General Supplies	290
11-000-291-241	Employee Benefits Other Retirement -PERS	<u>20,075</u>
		\$ 24,325

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-219-100-101	Special Ed Home Instruction Salaries	\$ 3,960
11-000-230-331	General Administration Legal	10,000
11-000-240-199	School Admin Unused Vacation Termination	7,100
11-000-261-340	Required Maint Purchased Tech Services	290
12-000-261-730	Capital Outlay Required Maint Equipment	<u>2,975</u>
		\$ 24,325

Moved by: *Seconded:*
Action (RC): A C G K V W H

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 14, 2017 and Tuesday March 21, 2017, 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.

Moved by: *Seconded:* *Action (v):*

XIII. COMMITTEE REPORTS

XIV. NEW BUSINESS

XV. 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):

XVI. EXECUTIVE SESSION (if necessary)

A. Move to enter 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):

XVII. ADJOURNMENT

A. Move to adjourn at _____ P.M.

Moved by:

Seconded:

Action (v):