

DEMAREST BOARD OF EDUCATION

MINUTES –COW AND REGULAR MEETING

November 15, 2016

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, Verna, Woods, Holzberg, Kirtane and Molina were absent. Also present: Mr. Fox, Superintendent; Mr. Perez, Board Secretary.

II. ADJOURN TO EXECUTIVE SESSION

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

Personnel Matter
Student Matter

B. It was moved by Alevrontas seconded by Cantatore and approved by unanimous roll call vote of those present 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. It was moved by Verna seconded by Woods and approved by unanimous roll call vote of those present to reopen the Regular Meeting to the public.
- B. Roll Call: Alevrontas, Cantatore, Verna, Woods, Holzberg, Kirtane and Molina were absent. Also present: Mr. Fox, Superintendent; Mr. Perez, Board Secretary.

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Woods, seconded by Verna and approved by unanimous voice vote of those present to accept the minutes COW/Regular Meeting on October 18, 2016, and Executive Session on October 18, 2016.

VI. CORRESPONDENCE

There was none.

VII. BOARD PRESIDENT'S REPORT

There was none.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox congratulated Ms. Verna, Ms. Kirtane and Ms. Governale on their election to the Board of Education. The District was very successful in the PARCC testing. The scores were among the best in the State. A second Pre-K class is planned to open December 1. The classes will be split into a 4 year old class and a 3 year old class. The Breast Cancer Carnival and the Breast Cancer Walk both had large turnout and much community support. The new edition of Chalkboard will be going to press soon and the planned launch date for the new district APP is December 1.

IX. OTHER REPORTS/PRESENTATIONS

Dr. Terzini-Hollar presented a report on the District's Mental Wellness Initiative. Mental wellness breaks were incorporated in to the weekly schedules at all the schools. Activities are planned for all grade levels during these breaks. The lower grade levels were led through various exercises while the upper grades were shown various coping skills to employ should they feel stressed out. May is Mental Wellness Month and activities are currently being planned.

Mr. Mazzini reported on the activities at County Road School and Luther Lee Emerson School. A Walk to School Event was recently held. Students, staff, parents and community members met one morning at the Duck Pond and walked together to school. The Phonics First program has received a positive response from the staff and parents, is has shown the children are obtaining better word recognition. The Go Math Program has received positive input from the parents. Jia Chen, a fourth grader, recently placed in the top 10 at a math competition hosted by the Bergen County Academies. LLE was recently awarded a \$1,000 grant from the BCUA. Other events held were "How to carve a pumpkin", Power of One assembly, Teal Pumpkin Project, Week of Respect, Halloween Parades at

each school and the PTO sponsored Scholastic Book Fair. The Columbus Day professional development day received a positive response from the staff.

OTHER REPORTS/PRESENTATIONS(Continued)

Mr. Regan reported on the various grade level activities held during the past month at demarest Middle School. He stated that both the Breast Cancer Carnival and the Breast Cancer Walk were very well attended. The Fall Sports season has concluded and both the soccer and volleyball teams had successful seasons. Anti-Bullying was stressed during Week of Respect. Student Council elections were successful and there was a larger than usual student participation. The hydroponics station was installed in the STEM lab. The funds for this were obtained thru a grant awarded to last year's 7th graders. The CARE Club led the collection of goods for the Haiti Recovery Effort. An assembly was presented by Dr. Michael Fowlin and a field trip was taken to the Franklin Mineral Mine. Kelly Stevens developed the Columbus Day "Professional Learners" professional development day, which was well received.

Ms. Lew reported on the Math Team. The students have had positive benefits from being part of this program. The Pi-Rates have performed extremely well at numerous competitions. Currently, there are 45 students participating in the program with an almost equal number of students in each grade.

X. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Woods, seconded by Verna, and approved by unanimous voice vote of those present 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 of those present to close the meeting to public discussion.

XI. ACTIONS

A. Instruction – Staffing

1. It was moved by Alevrontas, seconded by Verna and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for the 2016/2017 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):

Robin Cody

Lewis Ritter

2. It was moved by Alevrontas, seconded by Verna and approved by unanimous roll call vote of those present to approve guide movement for Andrew Lefer, from BA, Step 4 to BA+16, Step 4 for the 2016/2017 school year effective September 1, 2016, as recommended by the Chief School Administrator.

3. It was moved by Alevrontas, seconded by Verna and approved by unanimous roll call vote of those present to rescind the following stipend for the 2016/2017 school year, as recommended by the Chief School Administrator.

STIPEND POSITION
Soccer

TEACHER
V. DeMaio

AMOUNT
\$1,061.17

XI. ACTIONS**A. Instruction – Staffing (Continued)**

4. It was moved by Alevrontas, seconded by Verna and approved by unanimous roll call vote of those present to amend the following stipend position for the 2016/2017 school year, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
Soccer	J. Schoepflin	\$2,122.34

5. It was moved by Alevrontas, seconded by Verna and approved by unanimous roll call vote of those present to approve the employment of the Gilda Natko, as a substitute teacher, for the remainder of the 2016/2017 school year, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs**C. Support Services – Staffing**

1. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to amend the step for Blake Simis, Paraprofessional Aide at County Road School, from Step 1 to Step 2, effective November 1, 2016, as recommended by the Chief School Administrator.
2. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the notice of resignation from Stephanie Ceccon, paraprofessional aide, at County Road School, effective November 4, 2016, as recommended by the Chief School Administrator.
3. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the notice of resignation from Gilda Natko, paraprofessional aide, at County Road School, effective November 18, 2016, as recommended by the Chief School Administrator.
4. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the notice of retirement from Nancy Niemira, School Secretary, at Demarest Middle School, effective January 1, 2017, as recommended by the Chief School Administrator.
5. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Kellie Alarcon, as a Paraprofessional Aide, Step 1, at County Road School, for the preschool classroom, effective November 16, 2016, as recommended by the Chief School Administrator.

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

6. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Mary Kelly, as a paraprofessional aide, Step 1, at County Road School, for the preschool classroom, effective November 16, 2016, as recommended by the Chief School Administrator.

7. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Lucas Bohmer, as a paraprofessional aide, Step 1, at County Road School, effective November 16, 2016, 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):

8. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Jessica Zahorian, as a paraprofessional aide, Step 1, at County Road School, effective December 1, 2016, 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 Verna, seconded by Woods and approved by unanimous roll call vote of those present to approve the second and final reading of the following policy, as recommended by the Chief School Administrator:

P 8454	Management of Pediculosis
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2. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the attendance of Michael Fox, Superintendent, at the Techspo 2017 Workshop on January 26, 2017, and January 27, 2017, at a cost of \$425 for registration, with hotel, meals, and travel reimbursement as per NJOMB guidelines, as recommended by the Chief School Administrator.

3. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the attendance of Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, at the Techspo 2017 Workshop on January 26, 2017, and January 27, 2017, at a cost of \$425 for registration, with hotel, meals, and travel reimbursement as per NJOMB guidelines, as recommended by the Chief School Administrator.

4. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the request of Rebel 76 Soccer (Vikings Soccer Club) to use the gymnasium at County Road School for youth soccer programs on Mondays, Thursdays, and Fridays from 6:00 p.m. to 8:00 p.m. beginning December 5, 2016 through March 17, 2017, as recommended by the Chief School Administrator.

5. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the request of Bereisheet Inc. to use the gymnasium and APR at Luther Lee Emerson School for a Purim Event on Sunday, March 12, 2017 from 8:00 a.m. to 2:00 p.m., at a rental fee of \$900.00, plus applicable custodial fees, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to confirm the October 15th 2016 – 31st 2016 payroll in the amount of \$355,625.46.

2. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to confirm the November 1st – 15th, 2016 payroll in the amount of \$382,095.99.

3. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the October 2016 in office checks in the amount of \$253,867.13 and November 2016 budget checks in the amount of \$134,355.42 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$381,452.55
12 Capital Outlay	<u>\$ 6,770.00</u>
Total Bills:	\$388, 222.55

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 October 31, 2016, 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 Cantatore, seconded by Woods 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 October 31, 2016 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 Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to acknowledge receipt of the September 30, 2016 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to confirm the following budget transfers for October 2016:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-217-106	Extraordinary Services Salaries	\$ 57,000
11-230-100-610	Basic Skills General Supplies	50
11-000-251-610	Central Services Supplies & Materials	230
11-000-261-105	Required Maintenance Secretarial Salaries	1,500
11-000-262-520	Custodial Insurance	3,600
11-000-270-161	Transportation Salaries Home/School Sp Ed	<u>10,483</u>
		\$ 72,863

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

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-213-100-106	Resource Room Other Salaries Instruction	\$ 57,000
11-230-100-580	Basic Skills Other Purchased Services	50
11-000-251-340	Central Services Purchased Tech Services	230
11-000-261-340	Required Maintenance Purchased Tech Services	1,500
11-000-262-420	Custodial Cleaning, Repairs & Maintenance	2,000
11-000-266-610	Security General Supplies	1,600
11-000-270-160	Transportation Salaries Home/School Reg Ed	<u>10,483</u>
		\$ 72,863

8. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to accept the 2015-2016 Comprehensive Annual Finance Report (CAFR) and the Auditors Management Report on Administrative Findings which contain no recommendations, prepared by Nisivocchia, LLP, as recommended by the Chief School Administrator.

F. Other

1. It was moved by Alevrontas, seconded by Cantatore and approved by unanimous roll call 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, December 13, 2016 at 6:30 PM 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.

XII. REPORTS

Kristie Woods reported on the Buildings and Grounds Committee meeting that was held on November 8, 2016.

XIII. PUBLIC DISCUSSION

A. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote of those present to open the meeting to public discussion.

B. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote of those present to close the meeting to public discussion.

XIII EXECUTIVE SESSION (if necessary)

XX. ADJOURNMENT

- A. Move to adjourn at 8:10 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Thomas J. Perez', with a large, stylized flourish at the end.

Thomas J. Perez
School Business Administrator/Board Secretary