

DEMAREST BOARD OF EDUCATION

COW AND REGULAR MEETING MINUTES

County Road School - Library
November 14, 2017
6:30 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. President Holzberg read the following 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.
Absent: None
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
1. DEA contract update
 2. Innisfree status
- B. It was moved by Kirtane, seconded by Woods and approved by unanimous voice 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 Kirtane, seconded by Woods to reopen the Regular Meeting to the public at 7:00 P.M.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg.
Absent: None

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to approve:

- October 17, 2017 Regular Session and Executive Session Meeting Minutes

VI. CORRESPONDENCE

Board Secretary Perez reviewed this month's correspondence.

VII. BOARD PRESIDENT'S REPORT

President Holzberg thanked everyone for being such wonderful people to work with and wished everyone the best for Thanksgiving.

VIII. SUPERINTENDENT'S REPORT

Superintendent Fox congratulated Ms. Hozberg and Ms. Cantatore on their re-election. Superintendent Fox provided the Board with an update regarding his 2017/2018 Merit Goals.

Other topics included:

1. The 2016/2017 Audit report
2. A visit to Pascack Valley H.S. to view furniture
3. Demarest Early Learners program update: 40 students enrolled

IX. OTHER REPORTS/PRESENTATIONS

- Principal Mazzini reported on :
 - Daily activities in the schools for American Education Week
 - International walk to school day
 - Brain Break in Mrs. Giaconia's class
 - Barbara Puccia author visit at LLE sponsored by PTO
 - Diwali lesson in Mrs. Duby's class
 - Halloween
 - CRS Lego wall PTO funded
 - Demarest Police visited Demarest Early Learners
 - DMS Genius Hour visit
 - Interactive reading groups with Mr. Ruckman, Mr. Nerkizian and Mrs. DelCorral
 - Upcoming events for November and December
 -

- Principal Regan reported on:
 - Field trips to Franklin Mineral Museum, The Bronx Zoo, High Exposure and the upcoming trip to the American Revolution Museum
 - Math Team iLearn competition in Princeton – won second place
 - Band members participated with the High School band at a football game
 - KARE club fundraisers proceeds donated to hurricane relief
 - Social media presentations for parents
 - Fall sports: Soccer team made it to semifinals, volleyball made it to the championships
 - Break Out Education – digital escape rooms
 - DMS hosed VIA
 - 4th grade Genius Hour visit
 - 7th grade cell division lab
 - The trial of Christopher Columbus
 - Health and wellness initiative
 - Upcoming events for November and December
- Kristie Woods gave a Building and Grounds Committee report
- Ammu Kirtane gave a Curriculum Committee report

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. Mr. & Mrs. Schleim of 207 Hardenburgh Avenue asked if the Middlebury program was going to be expanded into other languages.
- D. It was moved by Woods, seconded by Kirtane 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 Governale, seconded by Woods and approved by unanimous voice vote of those present 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).

- Regina Eftychiou
- Stephanie Zawislak Feehery
- Daniel Barzelatto
- Maureen Brennan
- Elizabeth Scales
- Arielle Mach
- Gary Hamm

2. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve Kimberly Minarovich, (FMLA replacement for D. Dubois Spence, Guidance Counselor for K-4), at MA Step 1*, effective October 25, 2017 through March 2, 2018, based on the 2016-2017 Salary Guide, for the 2017/2018 school year, as recommended by the Chief School Administrator.

*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

3. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the extended sick leave of Melanie Fielder, 2nd grade teacher at Luther Lee Emerson School, from December 23, 2017 through January 31, 2018, as recommended by the Chief School Administrator.

4. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to accept the notice of retirement of Melanie Fielder, 2nd grade teacher at Luther Lee Emerson School, effective February 1, 2018, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Harrington Park Board of Education for student 8287260873 to attend the Demarest Early Learners classroom in County Road School as of November 1, 2017 for the remainder of the 2017/2018 school year at a cost of \$24,679.00 plus the cost of related services and one-to-one aide, as recommended by the Child Study Team. *tuition to be pro-rated

2. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Norwood Board of Education for student 6494369847 to attend the Demarest Early Learners classroom in County Road School as of November 13, 2017 for the remainder of the 2017/2018 school year at a cost of \$12,339.95* plus the cost of related services, as recommended by the Child Study Team. *tuition to be pro-rated

3. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with the parents of student 6494369847 to attend the Demarest Early Learners classroom in County Road School as of November 13, 2017 for the remainder of the 2017/2018 school year at a cost of \$12,339.95*, as recommended by the Child Study Team. *tuition to be pro-rated

4. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve the following out of district student placements and tuition, associated related services, transportation, for the remainder of the 2017/2018 school year, as recommended by the Child Study Team. *tuition to be pro-rated

Student ID	School/Program	Tuition	1:1 Aide	Transportation	Term
3132083547	TIP Program	\$46,227.00 annually*	No	Yes	11/6/17-6/30/17

5. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve the purchase of Middlebury Interactive Language Program at an annual fee of \$9,000.00, as recommended by the Chief School Administrator.

C. Support Services – Staffing

None

D. Support Services – Board of Education

1. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve the Demarest PTO's request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator.

Group/Event	Date(s)Time(s)	Location
5 th & 6 th Grade Dance	12/1 3PM-12PM	DMS gym

Book Fair	1/16-1/18 8AM-3PM	Various classrooms/space
School Play	2/9-2/10 4PM-12PM	DMS gym
International Heritage Day	3/16 3:15 on 3/17 all day	LLE gym and APR
Health Fair	5/18 9AM-1PM 5/18 1PM-3:PM	CRS gym and classrooms LLE gym and classrooms
5K	5/20 7AM-3PM	CRS gym and grounds

2. It was moved by Cantatore, seconded by Alevrontas and approved by unanimous voice vote of those present to adopt the following resolution to acknowledge the service of Melanie Fielder, as recommended by the Chief School Administrator:

WHEREAS, Melanie Fielder 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 Melanie Fielder in recognition of her 25 years of service dedicated to the Demarest Board of Education and the children of Demarest.

3. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve Change Order #2 for the Luther Lee Emerson School Boiler Installation Project, NJDOE #03-1070-050-17-1000, to Pennetta Industrial Automation, in the amount of \$1,484.00, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2017/2018 school year, as recommended by the Chief School Administrator.

5. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to accept a donation by parent Mika Hayashi for the purchase of Math Skills Plinko Interactive Game (4 licenses) for the 2nd grade classes at Luther Lee Emerson School

6. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve payment application #4 in the amount of \$64,800.77 for the Luther Lee Emerson School Boiler Installation Project, NJDOE # 03-1070-050-17-1000, to Pennetta Industrial Automation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

7. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve payment application #4 in the amount of \$10,735.00 for the County Road School Unit Ventilator and Casework Replacement Project, NJDOE #03-1070-030-16-1000, to Industrial Cooling Corporation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to confirm the October 31, 2017 payroll in the amount of \$379,901.29

2. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to confirm November 15, 2017 payroll in the amount of \$410,522.03

3. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the October 2017 in office checks in the amount of \$278,820.44 and, 2017 budget checks in the amount of \$97,575.59 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$368,072.65
12 Capital Outlay	\$ 4,307.90
20 Special Revenue Fund	<u>\$ 4,015.48</u>
Total Bills:	\$376,364.22

4. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present 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, 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.

5. It was moved by Kirtane, seconded by Woods and approved by unanimous voice 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, 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.

6. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to acknowledge receipt of the September Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to confirm the following budget transfer for October 2017:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-223-100	Instructional Staff Training Salaries	<u>25</u>
		\$ 25
<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-223-320	Instructional Staff Training Purch Prof Ed Svcs	<u>25</u>
		\$ 25

8. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve acceptance of the 2016-2017 Comprehensive Annual Finance Report (CAFR) and the Auditors' Management Report on Administrative Findings which contains no recommendations prepared by Nisivoccia, LLP, as recommended by the Chief School Administrator.

F. Other

1. It was moved by Woods, seconded by Verna and approved by unanimous voice 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 12, 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.

XII. COMMITTEE REPORTS

Reports presented earlier in the meeting

XIII. PUBLIC DISCUSSION

- A. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. Mr. & Mrs. Schliem of 207 Hardenburgh Ave.
 - 1. Inquired about the Gifted and Talented program as well as club programs. Asked if this was the first year using these criteria for Gifted and Talented program. Noted that there seems to be a disconnect between the towns feeding into the Regional High School . Asked if the feedback survey is the same each year or if it changes.
 - 2. Inquired as to the assessments for the math program and asked whether the 5th grade math final is evaluated
- C. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote of those present to close the meeting to public discussion.

XIV EXECUTIVE SESSION

- A. There was no motion to enter the Executive Session.

XV. ADJOURNMENT

- A. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote to adjourn the meeting at 8:29 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary

