

DEMAREST BOARD OF EDUCATION

COW and REGULAR MEETING MINUTES

County Road School – Media Center
February 13, 2018
6:30 P.M.

I. OPENING

A. The meeting was called to order by President Holzberg at 6:30 pm.

II. ADJOURN TO EXECUTIVE SESSION

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

1. Contract matter – architect
2. Contract matter – paraprofessional guide

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

Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

C. It was moved by Verna, 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 Cantatore, seconded by Alevrontas to reopen the Regular Meeting to the public at 7:00 P.M.

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

Absent: Kirtane

Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

C. 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.

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:

- January 2, 2018 Reorganization Meeting Minutes
- January 16, 2018 COW and Regular Meeting Minutes
- January 16, 2018 Executive Meeting Minutes

VI. CORRESPONDENCE

Board Secretary Perez reviewed this month's correspondence.

VII. BOARD PRESIDENT'S REPORT

Ms. Holzberg reported on the NJSBA conference she attended in Washington. While there she met with Senator Menendez, Senator Booker and Representative Gottheimer.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox reported on the following:

- Pre-school numbers for 2018/2019
- Kindergarten enrollment for 2018/2019
- Eighth grade schedules were done with the high school staff
- The district is in good shape in regard to flu season; both the custodians and nurses are taking preventative measures.
- DMS musical performance, 'Hook'
- STEAM competition
- Met with members of DMS Press regarding subject matter for future articles
- Chalkboard should be completed this week
- Additional schools have visited our STEM lab
- School psychologist intern
- Social media platform was launched last week

IX. OTHER REPORTS/PRESENTATIONS

Principal Mazzini reported on the following:

- Math workshops in Mrs. Tierney's third grade class
- Art Club trip to The Art School at Old Church
- 'No name calling' contest
- Pre-school winter show and ornament making
- LLE Kids4Caring
- Fourth grade trip to Englewood Hospital
- CRS writing award winner for January
- AIMSweb assessment tool at CRS
- Phonics First and Middlebury for teacher and student feedback
- Movement during indoor recess
- Franklin Institute visited CRS and LLE
- 2018/2019 pre-school and kindergarten registration
- Upcoming events

Principal Regan reported on the following:

- Sixth grade robotics class
- Seventh and eighth grades visited The Art School at Old Church
- Geography Bee
- Franklin Institute visited DMS courtesy of the PTO
- DMS Boys basketball team made it into the finals
- DMS Girls basketball team had a nice season
- Maker Space
- Math competition at Bergen County Curriculum Center
- Musical performance, 'Hook'
- Heat energy transfer lab
- Journalism class
- Winter clothing drive
- Engineering/robotics teams going to state finals
- Upcoming events

X. COMMITTEE REPORTS

- A. Erica Cantatore reported for the Policy Committee:
 - Review of policies and regulations being discussed and revised
- B. Kristie Woods reported for the Budget Committee:
 - Preliminary 18/19 budget
 - EI Associates proposal
- C. Theodore Alevrontas reported for the Buildings and Grounds Committee:
 - LLE boiler project complete
 - Completing punch list for CRS unit ventilators
 - New road signs for CRS and DMS
 - 18/19 budget in regard to additional classroom space needed
 - Field use

XI. REVIEW OF AGENDA

- A. Board members reviewed the items.

XII. PUBLIC DISCUSSION (AGENDA ITEMS ONLY)

- A. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to open the meeting to public discussion limited to agenda items.
- B. Mr. Lee of 169 Hardenburgh asked: 1. Do committee reports get published 2. Do Board responses to public questions need to be included in meeting minutes
- C. It was moved by Woods, seconded by Verna and approved by unanimous voice vote of those present to close the meeting to public discussion.

XIII. ACTIONS

A. Instruction – Staffing

1. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all 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).

- Rosemary McCooe

2. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to accept the retirement notice of Mary Tierney, third grade teacher at Luther Lee Emerson School, effective June 30, 2018, as recommended by the Chief School Administrator.

3. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to accept the resignation notice of Christina Korines, Middle School Spanish Teacher, as of January 31, 2018, as recommended by the Chief School Administrator.

4. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to approve Ariana Glowgower, long term replacement, at BA Step 1, per diem, effective January 2, 2018 through June 30, 2018, as recommended by the Chief School Administrator.

5. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to approve Sara Lesnik (leave replacement for Del Corral, Luther Lee Emerson School Resource Room) from February 3, 2018– June 30, 2018 at BA step 1, per diem (prorated at .675), as recommended by the Chief School Administrator.

6. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to approve Elvia Acosta, long term replacement, Middle School Spanish teacher, at BA Step 1, per diem, effective February 1, 2018 through June 30, 2018, as recommended by the Chief School Administrator.

7. It was moved by Governale and seconded by Woods and approved by unanimous roll call vote of all those present to amend the following stipend positions for the 2017/2018 school year, as recommended by the Chief School Administrator.

Stipend Position	From	To
Boys/ Girls track	G. Torres (.5), D. Ruberto (.5)	.333 or \$1,457.33 each: G. Torres D. Ruberto C. Reynolds
Communications Coordinator	C. Korines (.5)	C. Korines (.25), V. Zimmerman (.25)

B. Instruction – Pupils/Programs

1. It was moved by Alevrontas and seconded by Woods and approved by unanimous roll call vote of all those present to approve Samantha Jo Russo to provide home instruction for student # 7500508177, beginning January 23, 2018 and continuing as needed, not to exceed 5 hours per week, at a rate of \$33.00 per hour, as recommended by the Chief School Administrator.
2. It was moved by Alevrontas and seconded by Woods and approved by unanimous roll call vote of all those present to approve contract with BCSS for Teacher of the Deaf Services to include a maximum of two sessions a week at a rate not to exceed \$5940.00 inclusive of January 25, 2018- June 30, 2018, for student 1683624460, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Jon Regan, Principal of Demarest Middle School, for the 2017/2018 school year, as recommended by the Chief School Administrator.
2. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Frank Mazzini, Elementary School Principal, for the 2017/2018 school year, as recommended by the Chief School Administrator.
3. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, for the 2017/2018 school year, as recommended by the Chief School Administrator.
4. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Michelle Terzini-Hollar, Child Study Team Supervisor/Psychologist for the 2017/2018 school year, as recommended by the Chief School Administrator.
5. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Resat Cazimoski, Building and Grounds Supervisor, for the 2017/2018 school year, as recommended by the Chief School Administrator.
6. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Debra Rinaldi, tenured Executive Secretary to the Superintendent, for the 2017/2018 school year, as recommended by the Chief School Administrator.

7. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Gina Peter, Bookkeeper, for the 2017/2018 school year, as recommended by the Chief School Administrator.

8. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve the Memorandum of Agreement with Lisa Carson, Assistant to the Business Administrator/Accounts Payable, for the 2017/2018 school year, as recommended by the Chief School Administrator.

9. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve movement of the following secretaries, on the 2017/2018 secretarial salary guide, as recommended by the Chief School Administrator:

Name/ Step
Daly, Kathy (S3)
Koopaletes, Miriam (S8)
Marsich, Sally (S18)
Piccini, Stephanie (S2)
Torre, Jeanne (S3)

10. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve movement of the following 12 month custodians, on the 2017/2018 custodial salary guide, as recommended by the Chief School Administrator:

Name/Step
Bolt, Michael (S17)
Desic, Iset (S1) *
Hayes, James (S16)
Mekhesian, Hrant (S7)
Morales, Yordanis (S12)
Redzepi, Fitni (S7)
Rosero, Eddie (S14)
Tondreau, Ernst (S2)
Yakoubian, Aram (S6)

*as of 2/1/18

11. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve 2017-2020 salary guide for paraprofessionals aides, as recommended by the Chief School Administrator:

County Road School Name/Step	Luther Lee Emerson School Name/Step	Demarest Middle School Name/Step
Abreu, Isora (S2)	Agresta, Lauren (S4)	Alvarez, Monica (S1)
Alicea-Vega, Kimberly (S4)	Bai, Su (S5)	Berkman, Leslie (S12)
Bohmer, Lucas (S2)	Braunstein, Jodi (S5)	Cami, Elena (S2)
Cerrone, Doreen (S1)	Gilmer, Nancy (S1)	Choi, YoonJin (S3)
Chang, SeongMin (S1)	Monopoli, Dena (S4)	Flannery, Theresa (S11)
Columbo, Brooke (S2)	Panagi, Maureen (S4)	Fortunato, Therese (S19)
Derguti, Valbona (S3)	Picnich, Alyssa (S2)	Kessler, Lisa (S3)
Gensone, Brenda (S14)	Sun, Changhui (S1)	Lee, Jeong Mi (S4)
Kelly, Mary (S2)	Villegas, Ashley (S4)	Mohanram, Hyewon (S6) *
Lesko, MaryEllen (S1)	Whitney, Michele (S7)	Ungaro, Christine (S2)
Misa, Virginia (S1)		Weiss, Rochelle (S25)
Portera, MaryKate (S1)		
Yun, Hanna (S1)		

*+\$12.27/hour for brailist

County Road School Name/Step	Luther Lee Emerson School Name/Step
Hefter, Patricia (S2)	Cabrera, Arlene (S5)

County Road School Name/Step	Luther Lee Emerson School Name/Step	Demarest Middle School Name/Step
Aziledes, Marcy (S4)	Miller, Michelle (S2)	Andreasen, Michelle (S4)
	Peter, Rosejean (S4)	Drescher, MaryJeanne (S25)
	Portera, MaryEllen (S12)	Martin, JoAnna (S18)

12. It was moved by Cantatore and seconded by Woods and approved by unanimous roll call vote of all those present to approve Marilyn Stankiewicz, District Lunch Program Coordinator/Food Service Manager at an hourly rate of \$32.14, not to exceed 29 hours per week, for the 2017/2018 school year, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

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

Event	Date	Location
5K Pasta Supper	5/19 4:00-9:00 PM	CRS APR
Lunar Festival practice	1/31 & 2/9 4:30-6:00 PM 2/3 & 2/10 11:00-5:00 AM/PM	LLE Gym/stage LLE APR
Movie Night	3/2 5:30-9:00 PM	LLE Gym and APR
Me and My Dance	3/8 3:00-9:00 PM 4/5 3:00-9:00 PM	CRS Gym LLE Gym

2. It was moved by Woods and seconded by Governale and approved by unanimous roll call vote of all those present to approve request for Vikings Soccer for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator.

Day and Time	Dates	Location
Tuesday 5:00-8:00PM	3/20,3/27,4/3,4/10,4/17,4/24,5/1,5/8,5/15, 5/22,5/29,6/5,6/12	DMS field
Wednesday 5:00-8:00PM	3/21,3/28,4/4,4/11,4/18,4/25,5/2,5/9,5/16, 5/23,5/30,6/6,6/13	
Friday 5:00-8:00PM	3/23,(no 3/30), 4/6,4/13,4/20,4/27, 5/4,5/11,5/18,5/25, 6/1,6/8,6/15	
Monday-Thursday 4:00-8:00 PM 3/27-5/15 start time is 4:30	3/19,3/20,3/21,3/22,3/26,3/27,3/28, 3/29, 4/2,4/3,4/4,(no 4/5),4/9,4/10, 4/12,4/16,4/17,4/18,4/19,4/23,4/24,4/25,4/ 26,4/30,5/1,5/2,5/3,5/7,5/8,5/9, (no 5/10),5/14,5/15,5/16,5/17,5/21,5/22,5/23,5 /24,(no 5/28),5/29,5/30,5/31,6/4, 6/5,6/6,6/7,6/11,6/12,6/13,6/14	LLE field

3. It was moved by Woods and seconded by Governale and approved by unanimous roll call vote of all those present to approve request for SJ Enrichment for facility use DMS field on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Day and Time	Dates
Monday 4:30-6:45PM	4/2, 4/9, 4/16, 4/23, 4/30, 5/7, 5/14, 5/21, (no 5/28), 6/4, 6/11
Thursday 4:30-6:45PM	4/5, 4/12, 4/19, 4/26, 5/3, 5/10, (no 5/17), 5/24, 5/31, 6/7
Saturday 1:30-3:45PM	4/7, 4/14, 4/21, 4/28, 5/5, 5/12, 5/19, (no 5/26), 6/2, 6/9, 6/16

4. It was moved by Woods and seconded by Governale and approved by unanimous roll call vote of all those present to approve the attendance of the following workshops, as noted, with all hotel, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator:

Name/Title	Event	Admission Cost
Alison Porto/ Basic Skills Reading Janna Geller/ Speech Therapist	NJIDA Conference Garwood, N.J. March 9, 2018	\$195.00 each
Chris Nerkizian/LLE Resource room	Google Certified Level 2 Bergen ETTC May 8, 2018	\$185.00

5. It was moved by Woods and seconded by Governale and approved by unanimous roll call vote of all those present to adopt the following resolution to acknowledge the service of Mary Tierney, as recommended by the Chief School Administrator:

WHEREAS, Mary Tierney 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 Mary Tierney in recognition of her 18 years of service dedicated to the Demarest Board of Education and the children of Demarest.

6. It was moved by Woods and seconded by Governale and approved by unanimous roll call vote of all those present to adopt the following resolution to acknowledge the service of, Christina Korines, as recommended by the Chief School Administrator:

WHEREAS, Christina Korines 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 Christina Korines in recognition of her 10 years of service dedicated to the Demarest Board of Education and the children of Demarest.

E. Support Services – Fiscal Management

1. It was moved by Verna and seconded by Governale and approved by unanimous roll call vote of all those present to confirm the January 31, 2018 payroll in the amount of \$383,486.99.

2. It was moved by Verna and seconded by Governale and approved by unanimous roll call vote of all those present to confirm February 15, 2018 payroll in the amount of \$457,487.78.

3. It was moved by Verna and seconded by Governale and approved by unanimous roll call vote of all those present* to approve the January 2018 in office checks in the amount of \$299,608.89 and, February 13, 2018 budget checks in the amount of \$88,032.78 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$382,927.67
12 Capital Outlay	\$ 2,125.00
20 Special Revenue	\$ 2,589.00
Total Bills:	\$387,641.67

*Diane Holzberg, Board President, does hereby abstain as to her own payment (check # 17329) for reimbursement of travel fees. Her vote herein shall constitute a vote as to payment of all other bills.

4. It was moved by Verna and seconded by Governale and approved by unanimous roll call vote of all 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 January, 2018, 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 Verna and seconded by Governale and approved by unanimous roll call vote of all 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 January, 2018 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 Verna and seconded by Governale and approved by unanimous roll call vote of all those present to acknowledge receipt of the December, 2017 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Verna and seconded by Governale and approved by unanimous roll call vote of all those present to confirm the following budget transfer for January, 2018:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-213-100-610	Resource Room General Supplies	\$ 2,330
11-000-261-420	Required Maint Clean, Repair, Maint	2,000
11-000-261-421	Required Maint Lead Testing Drinking Water	1,335
11-000-262-199	Custodial Unused Vacation Pymts @ Retirement	1,910
11-000-291-299	Employee Benefits Unused Sick Days @ Retirement	5,000
		\$ 12,575

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-610	Reg Instruction General Supplies	\$ 2,330
11-000-262-610	Custodial General Supplies	3,335
11-000-262-107	Custodial Salaries Non-Instructional Aides	1,910
11-000-291-290	Employee Benefits Allocated Benefits	<u>5,000</u>
		\$ 12,575

F. Other

1. It was moved by Governale, seconded by Cantatore 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, March 20, 2018, 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.

XIV. PUBLIC DISCUSSION

- A. It was moved by Woods, seconded by Governale and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. There was no public discussion.
- C. It was moved by Woods, seconded by Verna and approved by unanimous voice vote of those present to close the meeting to public discussion.

XV. EXECUTIVE SESSION

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

XVI. ADJOURNMENT

- A. It was moved by Woods, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:47 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary