

# DEMAREST BOARD OF EDUCATION

## COW & REGULAR MEETING MINUTES

County Road School - Library  
December 12, 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, Holzberg.  
Absent: Woods  
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 Status
  2. Personnel Matter
- B. It was moved by Kirtane, seconded by Verna 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 Verna to reopen the Regular Meeting to the public at 7:00 P.M.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg.  
Absent: Woods

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

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

- November 14, 2017 COW & Regular Session Meeting Minutes
- November 14, 2017 Executive Session Meeting Minutes

VI. CORRESPONDENCE

Board Secretary Perez reviewed this month's correspondence:

- Mrs. Cantatore completed the NJSBA Online Governance III training
- Mr. & Mrs. Schliem of 207 Hardenbrugh Avenue inquired as to the status of the analysis they requested regarding 5<sup>th</sup> grade math

VII. BOARD PRESIDENT'S REPORT

Mrs. Holzberg expressed her gratefulness for working with such talented people and wished everyone a joyous holiday.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox wished all a happy holiday season.

IX. OTHER REPORTS/PRESENTATIONS

- Principal Regan reported on:
  - 6<sup>th</sup> graders saw 'Wonder' and had live interview with some of the actors via Facebook
  - 6<sup>th</sup> and 7<sup>th</sup> graders reading 'I Will Always Write Back'. 8<sup>th</sup> graders will read also. Author coming in the spring.
  - 5<sup>th</sup> and 6<sup>th</sup> grade dance was a very nice experience for students
  - Science and engineering team competition
  - No homework night on December 5th
  - Bergen County Prosecutors office spoke to the 7<sup>th</sup> graders
  - Mrs. Rinkoff has been conducting social media lessons
  - Hour of code by Mrs. Zimmerman

- Classroom close up with Mr. Lefer's class
- Upcoming events
- Principal Mazzini reported on:
  - Pre-k – Marc Gussen on pond life
  - 1<sup>st</sup> grade star lab and math centers
  - 2<sup>nd</sup> grade creative writing skills
  - 3<sup>rd</sup> grade supply and demand economics
  - 4<sup>th</sup> grade 'word splash'
  - LLE winter concert
  - Upcoming events

X. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Kirtane, seconded by Governale 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 Kirtane, 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 Governale, seconded by Kirtane 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).

- Glen Maletich
- Sara Lesnik

2. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve the request of Christina Korines, Middle School Spanish Teacher, for an unpaid leave of absence from January 2, 2018 through February 23, 2018, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve the agreement between the Demarest Education Association and the Demarest Board of Education, for the 2017/2018, 2018/2019, and 2019/2020 school years, retroactive to July 1, 2017 as recommended by the Chief School Administrator.

4. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve movement of the following Demarest Education Association (DEA) members, on the 2017/2018 salary guide as per contract with Demarest Education Association, retroactive to July 1, 2017, as recommended by the Chief School Administrator:

<b>DEA STAFF</b>	<b>GUIDE/STEP</b>
Kim Aiello (.8)	MA+16, step 13
Colleen Appelblatt	MA+60, step 6
Alexandra Avillo	MA, step 3
Dana Bach-Lindbloom (.6)	MA, step 1
Loretta Borghi	MA, step 16
Suzanne Calegari	MA, step 12
Isabella Cavalli	MA, step 19
Christine Choman (.675)	BA, step 4
Corrine Conti	BA, step 8
Dana del Corral (.675)	MA, step 9
Victor DeMaio	BA, step 3
Maureen Desmond	MA, step 19
Bridget DiMartini	MA, step 12
Sharon Dippolito	MA, step 15
Deborah Duby	MA, step 19
Dawn Epiphaniou	MA+32, step 7
Kristen Erol	MA, step 17
Kristen Fallon	BA, step 4
Allison Feifer	MA+45, step 13
Melanie Fielder	MA+60, step 19
Wendy Fine	MA+32, step 4
Kathleen Forma	MA+60, step 5
Carly Garbatow	MA, step 5
Janna Geller	MA+45, step 19
Jennifer Giaconia	BA, step 8
Walter Gonzales	BA, +16, step 10
Michelle Greenberg	MA, step 16
Janet Guirguis	MA, step 12
Wendy Heffler	BA, step 3
Denise Karrenberg	BA, step 16
Tara Kelly	BA, step 5
Sarah Kim	MA, step 3
Kristen Konight	BA+16, step 19
Christina Korines	BA, step 9
Anna Kuzdraj	MA+32, step 4
Sonia Lee (.625)	BA, step 4
Sunny Lew	BA+32, step 18
Lauren Licameli	MA+16, step 19
Osnat Mach	MA, step 19
Lauren Magnifico	MA, step 9
Shannon McBride	BA, step 1
Karleen McDermott	MA, step 16
Nancy Mliczek	MA+32, step 7
Heather Mourao	MA, step 6
Toby Murphy	MA, step 12
Chris Nerkizian	MA, step 11
Laura Noel	MA, step 3
Dixie Nolan	BA, step 16
Alexandra O'Hara	MA+32, step 6
Cynthia Paspalas	BA, step 14
Geraldine Peterson	MA+45, step 19
Alyssa Plescia	BA+16, step 2
Jennifer Plunkett	MA, step 19
Joseph Polvere	MA+32, step 7
Alison Porto (.625)	MA, step 5

Carl Quillen	MA+16, step 19
Christine Reynolds	BA, step 3
Ellen Riccuiitti	MA+60, step 19
Jennifer Rilli	MA, step 14
Sherri Rinckhoff	MA, step 16
Adrienne Ross	MA, step 19
Danielle Ruberto	MA, step 3
Shannon Ruck	MA, step 4
Mariluz Ruiz-Norena	BA, step 4
Samantha Russo	BA, step 2
Jessica Schoepflin	BA, step 3
Danielle Spence	MA, step 6
Laura Stiefbold	BA, step 1
Douglas Stokes	MA, step 14
Sara Stokes	MA, step 13
Paige Sydoruk	MA+32, step 9
Mary Tierney	MA, step 19
Gabriela Torres	MA, step 6
Heather Urban (.625)	MA, step 7
Julia Verno	MA, step 5
Joanne Werner	MA, step 14
Meaghan Williams	BA+16, step 2
Julie Worgul	MA+16, step 12
John Zemba	BA, step 19
Victoria Zimmerman	BA, step 19

5. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve guide movement as follows for the 2017/2018 school year effective September 1, 2017, as recommended by the Chief School Administrator:

Employee	From	To
Lori Cohen	MA+32, Step 13	MA+45, Step 13
Kristen Gronek	BA, Step 2	BA+16, Step 2
Andrew Lefer	BA+16, Step 5	MA, Step 5
Gina Long	MA+16, Step 19	MA+32, Step 19
Katelyn Hubener	BA+16, Step 5	MA, Step 5
Regina Rohn	BA+16, Step 9	BA+32, Step 9

6. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve the request of Dana del Corral, Basic Skills teacher at Luther Lee Emerson, for a paid maternity leave of absence from January 2, 2018 through January 17, 2018, unpaid leave of absence from January 18, 2018 through May 21, 2018, (NJFLA/FMLA ) and an extended unpaid leave of absence through June 22, 2018, as recommended by the Chief School Administrator.

7. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve the following personnel to the proper guide and step on the 2017/2018 salary guide as per the Chief School Administrator:

Staff
Ariana Glowgower
Patrick Ryan
Kimberly Minarovich
Sierra Wendeborn

**B. Instruction – Pupils/Programs**

1. It was moved by Alevrontas, seconded by Kirtane and approved by unanimous voice vote of those present to approve Professional Education Services, Inc. to provide educational instruction for student 2203792941, at a rate of \$33.00 per hour, up to 2 hours per day, as needed, for the 2017/2018 school year, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to accept the retirement notice of Louis Vogel, Custodian, effective January 1, 2018, as recommended by the Chief School Administrator.

**D. Support Services – Board of Education**

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

<b>Group/Event</b>	<b>Date(s)Time(s)</b>	<b>Location</b>
Lunar New Year Committee	12/1,12/8,12/15,12/21, 1/5,1/12,1/19,1/26, 2/2,2/9 3:30 P.M.- 5:00 P.M.	DMS cafeteria

2. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to adopt the following resolution to acknowledge the service of Louis W. Vogel Jr., as recommended by the Chief School Administrator:

**WHEREAS**, Louis W. Vogel Jr. dedicated his time and services to the children of Demarest and the Demarest Board of Education, and

**WHEREAS**, his 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 Louis W. Vogel Jr. in recognition of his 13 years of dedicated service to the Demarest Board of Education.

3. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the following AED trained staff for the 2017/2018 school year, as recommended by the Chief School Administrator:

- Meaghan Williams, RN
- Virginia Misa
- Alexandra Avillo
- Cindy Paspalas, RN
- Chris Nerkezian
- Kathleen Forma
- Kristen Gronck
- Karleen McDermott, RN
- Mariluz Ruiz
- Andrew Lefer
- Julia Verno
- Walter Gonzales

4. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the scheduling of the 2018 Annual Reorganization meeting for Tuesday, January 2, 2018 at 5:30 P.M., as recommended by the Chief School Administrator.

5. Move to approve Frank Mazzini as District School Safety Specialist for the 2017/2018 school year, as recommended by the Chief School Administrator.

6. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the following resolution, as recommended by the Chief School Administrator:  
**BE IT RESOLVED**, upon the recommendation of the Chief School Administrator, Demarest Public School will submit a QSAC monitoring waiver by way of Equivalency Application to the State of New Jersey as a result of being designated as a high performing district based on previously submitted State of Assurance on five indicators.

7. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the conveyance of a parcel of land to the Borough of Demarest identified as a 20' strip of land located along Drury Lane and is known as Block 11, Lot 593 on the tax map for the purpose of widening and making improvements to Drury Lane. This conveyance is approved by the New Jersey Department of Education, Office of School Facilities, State Project No. 1070-050-18-1100, as recommended by the Chief School Administrator.

8. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present, with Holzberg abstaining, to approve Diane Holzberg, Board President, to attend the NSBA Advocacy Institute Conference from February 4-6, 2018 in Washington, D.C. at a cost of \$695 for registration and reimbursement for lodging, meals and travel at the statutory rates per NJ OMB guidelines, as recommended by the Chief School Administrator.

9. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the following personnel to attend CPR/AED training with Englewood Hospital and Medical Center at a cost of \$50.00 per person, as recommended by the Chief School Administrator:

Frank Mazzini  
Lauren Licameli  
Gina Long  
Colleen Appelblatt  
Victor DeMaio  
Christine Reynolds

10. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve payment application #5 in the amount of \$7,172.51 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.

11. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

**Whereas**, the State of New Jersey passed N.J.S.A 18A:41-9 requiring school districts with wireless video streaming surveillance equipment to enter into an agreement allowing certain law enforcement access to the video stream;

**Whereas**, this District has a least one school building with wireless video streaming surveillance equipment;

**Whereas**, the Demarest Police Department is the local law enforcement authority;

**Whereas**, the Board has negotiated an entered into a memorandum of understanding with the Demarest Police Department consistent with the statutory requirements of N.J.S.A. 18A:41-9.

12. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to amend resolution November 14, 2017 # D. 5. to read:

Move to accept \$100.00 donation by parent, Mika Hayashi, for the purchase of Plinko Interactive Game (4 licenses) for the 2<sup>nd</sup> grade classes at Luther Lee Emerson School. Should any funds remain, they may be expended as determined by need, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. It was moved by Verna, seconded by Kirtane and approved by unanimous voice vote of those present to confirm the November 30, 2017 payroll in the amount of \$382,286.72.

2. It was moved by Verna, seconded by Kirtane and approved by unanimous voice vote of those present to confirm December 15, 2017 payroll in the amount of \$415,727.40.

3. It was moved by Verna, seconded by Kirtane and approved by unanimous voice vote of those present to approve the November 2017 in office checks in the amount of \$277,777.84 and December 12, 2017 budget checks in the amount of \$572,519.85 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 818,217.69
12 Capital Outlay	\$ 29,530.00
20 Special Revenue	<u>\$ 2,550.00</u>
Total Bills:	\$ 850,297.69

4. It was moved by Verna, seconded by Kirtane 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 November 30, 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 Verna, seconded by Kirtane 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 November 30, 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 Verna, seconded by Kirtane and approved by unanimous voice vote of those present to acknowledge receipt of the October Report of the Board Secretary, A148 and Report of the Treasurer, A-149.



F. Other

1. It was moved by Governale, seconded by Kirtane 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, January 2, 2018 and Tuesday, January 2, 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.

XII. COMMITTEE REPORTS

None

XIII. PUBLIC DISCUSSION

- A. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. Mr. Lee of 169 Hardenburgh asked if the re-organization meeting was open to the public and inquired as to when the agendas are available to the public.
- 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 Kirtane, seconded by Verna and approved by unanimous voice vote to adjourn the meeting at 7:32 P.M.

Sincerely,



Thomas Perez  
Business Administrator and Board Secretary