

# DEMAREST BOARD OF EDUCATION

## COW AND REGULAR MEETING AGENDA

County Road School – Media Center  
July 16, 2019  
6:30 P.M.

### I. OPENING

- A. Meeting called to order.
- B. Present: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg.  
Absent:  
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into Executive Session for the following reasons:
  - 1. Student matter – Discipline
  - 2. Contractual matter – Mark Construction
- 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.

- C. Move to enter Executive Session

### III. REOPEN PUBLIC MEETING

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

IV. FLAG SALUTE

V. ROLL CALL

A. Present: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg.

Absent:

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

- June 17, 2019 Regular Meeting Minutes
- June 17, 2019 Executive Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

None at this time

XII. REVIEW OF AGENDA

A. Board members review the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

A. Move to open the meeting to public comment limited to agenda items.

B. Public comment.

C. Move to close the meeting to public comment.

XIV. ACTIONS

**A. Instruction – Staffing**

1. Move to approve the provisional employment of the following, substitute teacher(s) for the 2019/2020 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) and N.J.S.A. 18A:6-7.7.

- Paula Schweitzer

2. Move to approve the following stipend positions for the 2019/2020 school year, as recommended by the Chief School Administrator:

Community Outreach	4,230.00	Dawn Epiphaniou Christine Reynolds*	\$2,115.00 \$2,115.00
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\*modified from 6/17

3. Move to accept the resignation of Lori Cohen, 4<sup>th</sup> grade teacher at Luther Lee Emerson School, PCR 2040-050-200-00004, budget code 11-120-100-101-050-00-00 as of June 30, 2019, as recommended by the Chief School Administrator.
4. Move to rescind resolution A.11. from May 14, 2019; Katherine Shaughnessy, 2<sup>nd</sup> grade leave replacement for Katelyn Hubener, at BA, Step 1, for the 2019/2020 school year, as recommended by the Chief School Administrator.
5. Move to approve Katherine Shaughnessy, 4<sup>th</sup> grade teacher at Luther Lee Emerson School, PCR 2040-050-200-00004, budget code 11-120-100-101-050-00-00 at MA step 1 for the 2019/2020 school year, as recommended by the Chief School Administrator.
6. Move to approve Jacqueline Jacobsen, leave replacement for Lauren Magnifico, 2<sup>nd</sup> grade teacher at Luther Lee Emerson School, at BA step 1 for the 2019/2020 school year, as recommended by the Chief School Administrator.
7. Move to approve Jessica Raccioppi, leave replacement for Katelyn Hubener, 2<sup>nd</sup> grade teacher at Luther Lee Emerson School, at BA step 1 for the 2019/2020 school year, as recommended by the Chief School Administrator.
8. Move to accept the resignation of Meaghan Williams, nurse at County Road School, PCR 2200-030-200-00001, budget code 11-000-213-104-030-00-33 as of June 30, 2019, as recommended by the Chief School Administrator.
9. Move to approve the resignation of Laura Stiefbold, 3<sup>rd</sup> grade teacher at Luther Lee Emerson School, PCR 2030-050-200-00003, budget code 11-120-100-101-050-0000, as of June 30, 2019, as recommended by the Chief School Administrator.
10. Move to rescind resolution A.9. from May 14, 2019; Nicole Petri 2<sup>nd</sup> grade leave replacement for Lauren Magnifico, at BA step 1 for the 2019/2020 school year, as recommended by the Chief School Administrator.
11. Move to approve Nicole Petri, 3<sup>rd</sup> grade teacher at Luther Lee Emerson School, PCR 2030-050-200-00003, MA step 1, budget code 11-120-100-101-050-0000, for the 2019/2020 school year, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

1. Move to approve the attached Demarest Middle School athletic schedules for the 2019/2020 school year, as recommended by the Chief School Administrator.
2. Move to approve the following contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for the 2019/2020 school year, as recommended by the Chief School Administrator:

Student ID	Level of Service	Cost
3421005687	Level 3	\$12,600.00
2273019823	Level 1	\$ 1,900.00
4538439360	Level 1	\$ 1,900.00
8491500919	Level 1	\$ 1,900.00

3. Move to approve the following contracts with Bergen County Special Services School District, Educational Enterprises Division for the 2019/2020 school year, as recommended by the Chief School Administrator:

Student ID	Contract #	Service	Cost
1061686747	AuOn41124	Audiological	\$2256.00
1683624460			

4. Move to approve the existing curriculum guides for the 2019/2020 school year, as recommended by the Chief School Administrator:

English Language Arts
Library Media
Math
Music
Physical Education and Health
Science K-5
Science 6-8
Social Studies
Technology
Visual Arts
World Language

5. Move to approve the newly revised curriculum guide(s) for the 2019/2020 school year, as recommended by the Chief School Administrator:

English as a Second Language

6. Move to approve the newly adopted curriculum guide(s) for the 2019/2020 school year, as recommended by the Chief School Administrator:

Dance/theatre K-8

### **C. Support Services – Staffing**

1. Move to approve Brailist training for Jodi Braunstien at \$20.00 per hour for a maximum of 28 hours, as recommended by the Chief School Administrator.

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

1. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, the Executive County Superintendent of Schools has reviewed evidentiary documentation and the Board of Education resolution certifying the attainment of the Chief School Administrator’s Merit Goals for the 2018/2019 school year pursuant to N.J.A.C. 6A:23A-3.1(10) and

**WHEREAS**, the Executive County Superintendent has authorized payment of the merit bonus as of June 27, 2019 to the Chief School Administrator,

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education authorizes payment of the 2018/2019 merit bonus to the Chief School Administrator.

2. Move to approve the submission of the school self-assessment for determining grades under the Anti-Bullying Bill of Rights for the 2018/2019 school year, as recommended by the Chief School Administrator.

3. Move to approve the following vendor for evaluations for the 2019/2020 school year, as recommended by the Chief School Administrator:

Dr. Alexander Storch	Psychiatric
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4. Move to approve attached PTO wish list for County Road and Luther Lee Emerson School for the 2019/2020 school year, as recommended by the Chief School Administrator.
5. Move to approve Change Order # 5 for the Music Room Addition & Renovations at Demarest Middle School, NJDOE #03-1070-040-18-1000, to Mark Construction, Inc., in the amount of \$7,346.69 for rewiring of 12 circuits and installation of 2 new J boxes, as recommended by the Chief School Administrator.
6. Move to approve Change Order # 6 for the Music Room Addition & Renovations at Demarest Middle School, NJDOE #03-1070-040-18-1000, to Mark Construction, Inc., in the amount of \$6,847.28 for installation of hard ceiling at the stage area and repair to one additional section, as recommended by the Chief School Administrator.
7. Move to approve technology shared service agreement with Northern Valley Regional High School for the 2019/2020 school year in the amount of \$79,200.00, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. Move to confirm the June 20, 2019 payroll in the amount of \$400,209.58.
2. Move to confirm June 28, 2019 supplemental payroll in the amount of \$116,631.62.
3. Move to confirm the July 15, 2019 payroll in the amount of \$80,747.28
4. Move to approve the June 30, 2019 in office checks in the amount of \$623,415.47, June 30, 2019 budget checks in the amount of \$84,423.22 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$418,316.17
12 Capital Outlay	\$ 11,379.50
20 Special Revenue Fund	\$ 9,704.00
30 Capital Project Fund	\$259,699.02
60 Enterprise Funds	<u>\$ 8,740.00</u>
Total Bills:	\$707,838.69

5. Move to approve the July 16, 2019 budget checks in the amount of \$710,120.36 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$439,093.90
12 Capital Outlay	\$271,026.46

6. 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 June 30, 2019, 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.

7. 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 June 30, 2019 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.

8. Move to acknowledge receipt of the May 2019 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
9. Move to confirm the following budget transfer for June 2019:

To:	Account	Amount
11-000-218-105	Guidance Salaries Secretarial/Clerical	\$ 600
11-000-218-320	Guidance Purch Prof Ed Services	275
11-000-230-105	General Admin Salaries	248
11-000-230-332	General Admin Audit Fees	1,000
11-000-240-103	School Admin Salaries Principals	7,422
11-000-240-105	School Admin Salaries Secretarial/Clerical	2,400
11-000-262-107	Custodial Salaries Non-Instructional Aides	895
11-000-240-440	School Admin Other Purchased Services	310
11-000-270-160	Transportation Salaries B/tween Home/School Reg Ed	1
11-110-100-110	Regular Ed Salaries - Kindergarten	5,183
11-120-100-101	Regular Ed Salaries - Grades 1-5	6,526
11-130-100-101	Regular Ed Salaries – Grades 6-8	13,021
11-150-100-101	Regular Ed Salaries – Home Instruction	617
11-230-100-101	BSI Salaries	440
11-800-330-105	Community Services Salaries	184
12-000-266-730	Capital Outlay Security Equipment	653
Total		\$ 39,775

From:	Account	Amount
11-000-218-390	Guidance Other Purch Prof & Tech Services	\$ 875
11-000-230-334	General Admin Architectural/Engineering	1,248
11-000-240-580	School Admin Travel	4,377
11-000-240-600	School Admin Supplies & Materials	5,755
11-000-262-110	Custodial Temporary Salaries	895
11-000-270-162	Transportation Salaries Other Than Home/School	1
11-120-100-110	Regular Ed Salaries - Grades 1-5	25,347
11-230-100-610	BSI General Supplies	440
11-800-330-592	Community Services Purchased Services	184
12-120-100-730	Capital Outlay Instructional Equipment	653
Total		\$ 39,775

10. Move to amend resolution from June 17, 2019 E.3. to read as follows: approve the May 2019 in office checks in the amount of \$544,224.03 and June 18, 2019 budget checks in the amount of \$156,060.27:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$372,153.67
12 Capital Outlay	\$ 81,401.50
20 Special Revenue Fund	\$ 92.53
30 Capital Projects Fund	<u>\$246,636.60</u>
Total Bills:	\$700,284.30
*modified from June 16, 2019	

**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 August 20, 2019 at 6:30 P.M., 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.

XV. PUBLIC COMMENT

- A. Move to open the meeting to public comment.
- B. Move to close the meeting to public comment.

XVI. NEW BUSINESS

XVII. EXECUTIVE SESSION (if necessary)

- A. Move to enter the Executive Session to discuss personnel/legal matters/negotiations.
- B. Move to close the Executive Session and reenter the public session.

XVIII. ADJOURNMENT

- A. Move to adjourn.