

# DEMAREST BOARD OF EDUCATION

## REGULAR MEETING AGENDA

May 15, 2018  
6:30 P.M.

### I. OPENING

- A. Meeting called to order.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into Executive Session for the following reasons:
  - 1. Personnel contract
- 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. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg
- C. 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. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

- April 17, 2018 COW Meeting Minutes
- April 17, 2018 Executive Meeting Minutes
- April 24, 2018 Public Budget Hearing/ Regular Meeting Minutes
- April 24, 2018 Executive Meeting Minutes

VI. CORRESPONDENCE

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

IX. OTHER REPORTS/PRESENTATIONS

- None at this time

X. REVIEW OF AGENDA

- A. Board members review the items.

XI. PUBLIC DISCUSSION (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public discussion limited to agenda items.  
B. Public discussion.  
C. Move to close the meeting to public discussion.

XII. ACTIONS

**A. Instruction – Staffing**

1. Move to award tenure to the following teaching staff for the 2018/2019 school year, as recommended by the Chief School Administrator:

<b>STAFF</b>	<b>GUIDE/STEP</b>	<b>TENURE/ NON-TENURE</b>	<b>POSITION CONTROL ROSTER</b>	<b>BUDGET CODE</b>
Wendy Fine	MA+32, step 5	Tenure	219000020000001	110002191040000031
Tara Kelly	BA, step 6	Tenure	208500220000001	112041001010500012
Anna Kuzdraj	MA+32, step 5	Tenure	219000020000002	110002191040000031
Andrew Lefer	MA, step 6	Tenure	207030020000003	111301001010400008
Julia Verno	MA, step 6	Tenure	212030020000002	112131001010400015

2. Move to approve re-appointment of the following tenure teaching staff for the 2018/2019 school year, in accordance with their level and step on the Teacher's Salary Guide, as recommended by the Chief School Administrator:

Colleen Appelblatt	MA+60, step 7	Tenure	202020020000001	11120100101050000
Loretta Borghi	MA, step 17	Tenure	200010020000001	111101001010300040
Suzanne Calegari	MA, step 13	Tenure	212030020000004	112131001010400015
Isabella Cavalli	MA, step 19	Tenure	205030020000002	111201001010400007
Lori Cohen	MA+45, step 14	Tenure	204020020000001	111201001010500000
Corrine Conti	BA, step 8	Tenure	206030020000001	111301001010400008
Dana del Corral (.675)	MA, step 9	Tenure	223020020000001	112301001010500022
Maureen Desmond	MA, step 19	Tenure	222030020000001	111201001010400001 111301001010400001
Bridget DiMartini	MA, step 13	Tenure	215500320000001	111201001010400009 111301001010400009
Danielle Dubois	MA, step 6	Tenure	217020020000001	110002181040300032 110002181040500032
Deborah Duby	MA, step 19	Tenure	200010020000002	111101001010300040
Kristen Erol	MA, step 18	Tenure	207030020000001	111301001010400005
Allison Feifer	MA+45, step 14	Tenure	212030020000001	112131001010400015
Janna Geller	MA+45, step 19	Tenure	215030020000001	110002161010000016
Walter Gonzales	BA+16, step 11	Tenure	211030020000002	111201001010400004 111301001010400004
Michelle Greenberg	MA, step 17	Tenure	205030020000004	111201001010400002
Janet Guirguis	MA, step 13	Tenure	224030020000001	112401001010300017 112401001010400017
Katelyn Hubener	MA, step 6	Tenure	202020020000004	111201001010500000
Denise Karrenberg	BA, step 17	Tenure	216020020000001	111201001010300009 111201001010500009
Kristin Konight	BA+16, step 19	Tenure	209010020000001	110002221010300024 110002221010500024
Sunny Lew	BA+32, step 19	Tenure	208030020000001	111301001010400005
Lauren Licameli	MA+16, step 19	Tenure	201010020000001	111201001010300000
Gina Long	MA+32, Step 19	Tenure	223010020000001	112301001010300022 112301001010300023
Osnat Mach	MA, step 19	Tenure	210010020000001	111051001010300006 111101001010300006
Lauren Magnifico	MA, step 10	Tenure	201000120000001	111201001010300000
Karleen McDermott	MA, step 17	Tenure	220030020000001	110002131040400033
Heather Mourao	MA, step 7	Tenure	221030020000001	110002191040000031
Toby Murphy	MA, step 13	Tenure	208030020000003	111301001010400002

Chris Nerkizian	MA+16, step 12	Tenure	212020020000004	112131001010500015
Dixie Nolan	BA, step 17	Tenure	201010020000002	111201001010300000
Sharon O'Connell	MA, step 16	Tenure	212020020000002	112131001010500015
Alexandra O'Hara	MA+32, step 7	Tenure	203020020000001	111201001010500000
Cynthia Paspalas	BA, step 15	Tenure	220000220000001	110002131040500033
Geraldine Peterson	MA+45, step 19	Tenure	202020020000003	1112010010105000
Jennifer Plunkett	MA, step 19	Tenure	201010020000003	111201001010300000
Carl Quillen	MA+16, step 19	Tenure	206030020000003	111301001010400007
Ellen Ricciutti	MA+60, step 19	Tenure	215020020000001	110002161010000016
Jennifer Rilli	MA, step 15	Tenure	205030020000003	111201001010400005
Sherri Rinckhoff	MA, step 17	Tenure	217030020000002	110002181040400032
Adrienne Ross	MA, step 19	Tenure	206030020000002	111301001010400005
Douglas Stokes	MA, step 15	Tenure	211020020000001	111051001010300004 111101001010300004
Paige Sydoruk	MA+32, step 10	Tenure	207030020000002	111301001010400007
Gabriela Torres	MA, step 7	Tenure	212000320000001	112131001010400015
Sara Villa	MA, step 14	Tenure	222020020000001	111051001010300001 111101001010300001
Joanne Werner	MA, step 15	Tenure	208030020000004	111301001010400007
Julie Worgul	MA+16, step 13	Tenure	223500120000001	112131001010500015 111201001010500010
John Zemba	BA, step 19	Tenure	210030020000002	111201001010400006 111301001010400006
Victoria Zimmerman	BA, step 19	Tenure	216030020000001	111201001010400009 111301001010400009

3. Move to approve re-appointment of the following non-tenure teaching staff for the 2018/2019 school year, in accordance with their level and step on the Teacher's Salary Guide, as recommended by the Chief School Administrator:

STAFF	GUIDE/STEP	TENURE/ NON- TENURE	POSITION CONTROL ROSTER	BUDGET CODE
Kimberly Aiello (.8)	MA+16, step 14	Non-tenure	226000020000001	110002161010000016
Alexandra Avillo	MA, step 4	Non-tenure	212010020000002	112131001010300015
Dana Bach- Lindbloom (.6)	MA, step 2	Non-tenure	215000020000001	110002161010000016
Christie Choman	BA, step 5	Non-tenure	212000120000001	112131001010300015

Victor DeMaio	BA, step 4	Non-tenure	211030020000001	111201001010400004 111301001010400004
Dawn Epiphaniou	MA+32, step 8	Non-tenure	212030020000003	112131001010400015
Kristen Fallon	BA, step 5	Non-tenure	227000120000001	111051001010300044
Kathleen Forma	MA+60, step 6	Non-tenure	204000220000001	111201001010500000
Carly Garbatow	MA, step 6	Non-tenure	227003020000002	111051001010300044
Kristen Gronck	MA, step 3	Non-tenure	212000220000001	112131001010500015
Wendy Heffler	BA, step 4	Non-tenure	206030020000004	111301001010400002
Sarah Kim	MA, step 4	Non-tenure	204020020000002	111201001010500000
Shannon McBride	BA, step 2	Non-tenure	227000120000002	111051001010300044
Nancy Mliczek	MA+32, step 8	Non-tenure	212020020000003	112131001010500015
Laura Noel	MA, step 4	Non-tenure	200010020000003	111101001010300040
Alyssa Plescia	BA+16, step 3	Non-tenure	227003020000001	111051001010300044
Joseph Polvere	MA+32, step 8	Non-tenure	205030020000001	111201001010400008
Alison Porto (.625)	MA, step 6	Non-tenure	223000320000001	112301001010400023
Christine Reynolds	BA, step 4	Non-tenure	208030020000002	111301001010400008
Regina Rohn	BA+32, step 10	Non-tenure	223000320000002	112301001010400023
Danielle Ruberto*	MA, step 4	Non-tenure	207030020000004	111301001010400002
Shannon Ruck	MA, step 5	Non-tenure	204020020000003	111201001010500000
Samantha Russo	BA, step 3	Non-tenure	212000220000002	112131001010500015
Jessica Schoepflin	BA, step 4	Non-tenure	212000320000002	112131001010400015
Laura Stiefbold	BA, step 2	Non-tenure	203020020000003	111201001010500000
Heather Urban (.625)	MA, step 8	Non-tenure	210030020000001	111301001010400006
Meaghan Williams	BA+16, step 3	Non-tenure	220010020000001	110002131040300033

\*to achieve tenure 2/1/2019

4. Move to approve Elvia Acosta, middle school Spanish teacher, at MA, Step 3, PCR 214030020000002, budget codes 111201001010400003 and 111301001010400003, effective for the 2018/2019 school year, as recommended by the Chief School Administrator.

5. Move to approve the provisional employment of Diana Colondres, middle school Spanish teacher, at BA, Step 10, PCR 214030020000001, budget codes 111201001010400003 and 111301001010400003, effective for the 2018/2019 school year, as recommended by the Chief

School Administrator. Regular employment status would become effective upon candidates compliance with P.L. 1986 c. 116 (revised 6/30/98).

6. Move to approve Andrew Lefer as replacement chaperone for overnight student field trip in the amount of \$150.00 per night, as approved at the March 20, 2018 meeting, as recommended by the Chief School Administrator.

7. Move to approve Donna Kemp, long term replacement, second grade teacher, at BA, Step 1, per diem, effective May 7, 2018, as recommended by the Chief School Administrator.

8. Move to approve the provisional employment of the following, 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).

- Kristina Gorgone
- Nicole Cerrone

**B. Instruction – Pupils/Programs**

1. Move to approve attached Demarest Middle School athletic calendars for 2018/2019 school year, as recommended by the Chief School Administrator.

2. Move to approve accept donation from Jeff and Leigh Gardner in the amount of \$200.00 for County Road School Student Activity Account, as recommended by the Chief School Administrator.

3. Move to approve Dawn Epiphaniou and Julia Verno to provide home instruction for student 3428530343, not to exceed ten hours total, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. Move to approve the re-appointment of the following personnel for the 2018/2019 school year, in accordance with their step on the Custodial Salary Guide, as recommended by the Chief School Administrator:

STAFF	STEP	NON-TENURE	POSITION CONTROL ROSTER	BUDGET CODE
Michael Bolt	Step 17	Non-tenure	600010070000002	110002621100300028
Iset Desic	Step 2	Non-tenure	600010070000001	110002621100300028 110002621100400028
James Hayes	Step 17	Non-tenure	600020070000002	110002621100500028
Hrant Mekhesian	Step 8	Non-tenure	600030070000004	110002631100400028 110002621100400028
Yordanis Morales	Step 13	Non-tenure	600030070000003	110002621100400028 110002631100400028
Fitni Redzepi	Step 8	Non-tenure	600030070000005	110002611100000028 110002621100400028
Eddie Rosero	Step 15	Non-tenure	600020070000001	110002621100500028 110002631100500028
Ernst Tondrau	Step 3	Non-tenure	600020070000003	110002621100500028 110002621100400028
Aram Yakoubian	Step 7	Non-tenure	600030070000007	110002621100400028

2. Move to approve the re-appointment of the following personnel for the 2018/2019 school year, in accordance with their level and step on the Secretarial Salary Guide, as recommended by the Chief School Administrator:

STAFF	STEP	TENURE/ NON- TENURE	POSITION CONTROL ROSTER	BUDGET CODE
Kathy Daly*	Step 4	Non-tenure	300010030000001	110002111050300034 110002181050300032
Miriam Koopaethes	Step 9	Tenure	300020030000001	118003301050500039 110002401050500035
Sally Marsich	Step 18	Tenure	302030030000001	110002191050000031
Stephanie Piccini	Step 3	Non-tenure	300030030000001	110002111050000034 118003301050400039
Jeanne Torre	Step 4	Tenure	300000030000001	110002181050400032 110002401050400035

\*to achieve tenure during the 18/19 contract year

3. Move to approve the Memorandum of Agreement with Jon Regan, Principal of Demarest Middle School, PCR 101000310000001, budget code 110002401030400035, for the 2018/2019 school year, as recommended by the Chief School Administrator.

4. Move to approve the Memorandum of Agreement with Frank Mazzini, Elementary School Principal, PCR 101020010000001, budget codes 110002401030300035 and 110002401030500035, for the 2018/2019 school year, as recommended by the Chief School Administrator.

5. Move to approve the Memorandum of Agreement with Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, PCR 105000010000001, budget code 110002211040000041, for the 2018/2019 school year, as recommended by the Chief School Administrator.

6. Move to approve the Memorandum of Agreement with Michelle Terzini-Hollar, Child Study Team Supervisor/Psychologist PCR 105000010000002, budget code 110002191040000031, for the 2018/2019 school year, as recommended by the Chief School Administrator.

7. Move to approve the Memorandum of Agreement with Resat Cazimoski, Building and Grounds Supervisor, PCR 610000360000001, budget code 110002611100000028, for the 2018/2019 school year, as recommended by the Chief School Administrator.

8. Move to approve the Memorandum of Agreement with Debra Rinaldi, Executive Secretary to the Superintendent, PCR 303000030000001, budget codes 110002301050000026 and 118003301050000039, for the 2018/2019 school year, as recommended by the Chief School Administrator.

9. Move to approve the Memorandum of Agreement with Gina Peter, Payroll/ Benefits Bookkeeper, PCR 400000030000001, budget codes 110002511050000027 and 110002111050000034, for the 2018/2019 school year, as recommended by the Chief School Administrator.

10. Move to approve the Memorandum of Agreement with Lisa Carson, Assistant to the Business Administrator/Accounts Payable, PCR 100500010000001, budget codes 110002511050000027 and

110002611050000028, for the 2018/2019 school year, as recommended by the Chief School Administrator.

11. Move to appoint Thomas J. Perez, Board Secretary/School Business Administrator for the Demarest Board of Education, PCR 10000001000001, budget code 110002511040000027, for the 2018/2019 school year, as approved by the Executive County Superintendent approval, as recommended by the Chief School Administrator.

12. Move to approve Adrienne Ross, Wendy Heffler and Patrick Ryan as replacement advisors for student field trip in the amount of \$50.00 each, as approved at the March 20, 2018 meeting, as recommended by the Chief School Administrator.

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

1. WHEREAS, the Demarest Board of Education approved merit action plans for the Superintendent for the 2017-2018 school year consisting of three and two (2) qualitative merit criteria and (3) quantitative merit criteria and submitted same to the Executive County Superintendent for approval, and

WHEREAS, on or about October 13, 2017, the Executive County Superintendent approved the said Merit Goals;

NOW, THEREFORE, BE IT RESOLVED the Demarest Board of Education hereby certifies the attainment of the following goals:

Goal 1: Responsible Social Media – Qualitative - 2.5% (\$3,896.50); Goal 2: Health and Wellness PreK-8 Program – Qualitative - 2.5% (3,896.50); Goal 3: Future Ready School Certification – Quantitative - 3.3% (\$5,189.66); Goal 4: Communication-Quantitative - 3.3% (\$5,189.66); Goal 5: Reading Program – Quantitative - 3.3% (\$5,189.66).

2. Move to approve the requests 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>
Elections	June 5 <sup>th</sup> 5:00 A.M.-9:00 P.M.	CRS multipurpose room
PTO (race bag dist.)	May 18 <sup>th</sup> 3:00-6:30	CRS multipurpose room

3. Move 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:

<b>Name/Title</b>	<b>Event</b>	<b>Admission Cost</b>
Toby Murphy/ 8 <sup>th</sup> grade LA	Scholastic Reading Summit	\$169.00
Wendy Heffler/ 6 <sup>th</sup> grade LA	Scholastic Reading Summit	\$169.00

4. Move to approve technology shared service agreement with Northern Valley Regional High School for the 2018/2019 school year in the amount of \$67,626.00, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. Move to confirm the April 30, 2018 payroll in the amount of \$366,999.58.

2. Move to confirm May 15, 2018 payroll in the amount of \$402,020.55.
3. Move to approve the April 2018 in office checks in the amount of \$309,242.29 and May 15, 2018 budget checks in the amount of \$67,792.56 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$362,741.55
12 Capital Outlay	\$ 13,294.78
20 Special Revenue	<u>\$ 998.52</u>
Total Bills:	<u>\$377,034.85</u>

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 April 30, 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. 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 April 30, 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. Move to acknowledge receipt of the March, 2018 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for April 2018:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-251-592	Central Services Misc Purchased Services	\$ 1,500
11-000-261-420	Required Maint Clean, Repair, Maint	2,500
11-000-263-420	Care & Upkeep of Grounds Clean, Repair, Maint	1,000
11-000-263-610	Care & Upkeep of Grounds General Supplies	1,500
11-000-270-890	Transportation Other Objects	100
11-150-100-320	Home Instr Gen'l Ed Purch Prof Ed Svcs	1,000
11-219-100-320	Home Instr Special Ed Purch Prof Ed Svcs	1,500
12-000-400-334	Capital Outlay Constr Svcs Architect/Engineer	55,755
12-130-100-730	Capital Outlay Equipment Grades 6-8	<u>1,525</u>
		\$ 66,380

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-251-590	Central Services Misc Purchased Services	\$ 1,500
11-000-262-520	Custodial Insurance	5,000
11-000-270-610	Transportation General Supplies	100
11-219-100-101	Home Inst Special Ed Salaries	2,500
12-000-400-721	Capital Outlay Constr Svcs Lease	55,755

8. Move to approve the tax levy schedule for the 2018/2019 school year as follows:

<u>Month / Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total Tax Due</u>
July 2018	\$1,183,564	\$ 82,250	\$1,265,814
August 2018	1,183,564		1,183,564
September 2018	1,183,564		1,183,564
October 2018	1,183,564		1,183,564
November 2018	1,183,564		1,183,564
December 2018	1,183,564		1,183,564
January 2019	1,183,566	492,770	1,676,336
February 2019	1,183,564		1,183,564
March 2019	1,183,564		1,183,564
April 2019	1,183,564		1,183,564
May 2019	1,183,564		1,183,564
June 2019	1,183,564		1,183,564
Totals	\$ 14,202,770	\$ 575,020	\$ 14,777,790

**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 June 19, 2018 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.

XIII. COMMITTEE REPORTS

XIV. NEW BUSINESS

XV. PUBLIC DISCUSSION

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

XVI. EXECUTIVE SESSION (if necessary)

- A. Move to enter the Executive Session
- B. Move to close the Executive Session and reenter the public session.

XVII. ADJOURNMENT

- A. Move to adjourn.