

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

May 17, 2016

6:30 P.M.

I. OPENING

A. The meeting was called to order at 6:30 p.m. in the library at County Road School.

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.

C. Roll Call: Alevrontas, Cantatore, Kirtane, Verna, Woods and Holzberg were present, Molina was absent.

Also present: Mr. Perez, Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

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

1. Personnel discussion.
2. HIB Incidents.

B. It was moved by Cantatore, 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, and approved by unanimous voice vote of those present to reopen the meeting to the public at 7:00p.m.
- B. Roll Call: Alevrontas, Kirtane, Verna, Woods and Holzberg were present, Molina was absent.
Also present: Mr. Perez, Board Secretary

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to accept the minutes of the Committee on the Whole Meeting on April 19, 2016, Executive Session on April 19, 2016, Public Budget Hearing and Regular Meeting on April 26, 2016

VI. CORRESPONDENCE

There was a review of correspondence

VII. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone. A special portion of the meeting was held to award tenure to Heather Mourao, Social Worker, for the 2016/2017 school year. President Holzberg stated the he was very proud of Heather.

VIII. SUPERINTENDENT'S REPORT

There was no superintendent's report at this meeting.

IX. OTHER REPORTS/PRESENTATIONS

The Mr. Regan made a report on happenings at the middle school. He discussed the science fair, as well as the students designing and building their own roller coaster designs. Next Mr. Regan spoke about the PTO sponsored author visit to the school where the students learned about writing graphic novels. He reported that the 5th graders worked hard planting flowers at the Demarest Duck Pond. Lastly he updated the board on the start of the students starting to work on planting the DMS garden.

Mr. Mazzini reported that Julia Bluestein was a finalist for the art partnership. Mr. Mazzini also spoke about CAP Day which raised funds for students going through Chemo. He also thanked the PTO Mothers who are running the kindergarten program for incoming students. The students are receiving a great chance to get to know one another.

X. REVIEW OF AGENDA

A. Board members reviewed the items.

1. Change wording on C.8 to now read as was approved by the ECS.

B. 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.

C. Public discussion: None

D. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to close the meeting to public discussion.

VII. ACTIONS

A. Instruction – Staffing

1. It was moved by Alevrontas, seconded by Woods, and approved by unanimous roll call vote of those present renew tenure contracts to the following teachers for the 2016/2017 school year, in accordance with their level and step on the Teachers’ Salary Guide, as recommended by the Chief School Administrator:

TEACHER	LEVEL	TEACHER	LEVEL
Colleen Appelblatt	MA+32 Step 5	Sunny Lew	BA+32 Step 17
Allison Beckley (.625)	BA Step10	Lauren Licameli	MA+16 Step 19
Loretta Borghi	MA Step 15	Gina Long	MA+16 Step 19
Suzanne Calegari	MA Step 11	Osnat Mach	MA Step 19
Isabella Cavalli	MA Step 18	Lauren Magnifico	MA Step 9
Lori Cohen	MA+16 Step 12	Karleen McDermott	MA Step 15
Corrine Conti	BA Step 7	Chris Nerkizian	MA Step 10
Dana DelCorral	MA Step 8	Dixie Nolan	BA Step 15
Maureen Desmond	MA Step 19	Alexandria O’Hara	MA+16 Step 5
Bridget DiMartini	MA Step 11	Cynthia Paspalas	BA Step 13
Sharon Dippolito	MA Step 14	Geraldine Peterson	MA+45 Step 19
Danielle Dubois	MA Step 5	Jennifer Plunkett	MA Step 19
Deborah Duby	MA Step 19	Carl Quillen	MA+16 Step 19
Jane Ench	MA+60 Step 19	Ellen Ricciutti	MA+60 Step 19
Kristen Erol	MA Step 16	Jennifer Rilli	MA Step 13
Allison Feifer	MA+45 Step 12	Sherri Rinckhoff	MA Step 15
Melanie Fielder	MA+60 Step 19	Adrienne Ross	MA Step 19
Janna Geller	MA+45 Step18	Toby Murphy	MA Step 11
Walter Gonzales	BA+16 Step 9	Douglas Stokes	MA Step 13
Michelle Greenberg	MA Step 15	Sara Stokes	MA Step 12
Janet Guirguis	BA+16 Step 11	Jennifer Straub	BA Step 7
Denise Karrenberg	BA Step 15	Mary Tierney	MA Step 19
Kristin Konight	BA+16 Step 19	Joanna Werner	MA Step 13
Christina Korines	BA Step 9	Julie Worgul	MA+16 Step 12
Amanda Kroff	MA Step 11	John Zemba	BA Step 19

V. ACTIONS**A. Instruction – Staffing (Continued)**

2. It was moved by Alevrontas, seconded by Woods, and approved by unanimous roll call vote of those present to award non-tenure contracts to the following teachers for the 2016/2017 school year in accordance with their step and level on the Teachers' Salary Guide as recommended by the Chief School Administrator:

TEACHER	SERVICE YEAR	LEVEL/STEP
Tatianna Altamirano	1	MA+45 Step 7
Alexandra Avillo	2	MA Step 2
Victor DeMaio	2	BA Step 2
Jaimie Ehardt	1.85	MA Step 2
Kristen Fallon	2	BA Step 3
Wendy Fine	3	MA+32 Step 3
Kathleen Forma	2	MA+60 Step 4
Wendy Heffler	2	BA Step 2
Katelyn Hubener	4	BA Step 4
Kelly Tara	3	BA Step 4
Sarah Kim	1	MA Step 2
Anna Kuzdraj	3	MA+32 Step 3
Andrew Lefer	3	BA Step 4
Shannon Liik	3	BA Step 3
Christine Reynolds	2	BA Step 2
Patrick Rochford	2	BA Step 2
Danielle Ruberto	2.5	BA+16 Step 2
Mariluz Ruiz-Norena	3	BA Step 3
Aleen Santana (.625)	2	BA Step 2
Jessica Schoepflin	1	BA Step 2
Carmelo Sortino	4	BA Step 9
Hannah Sutker	2	MA Step 2
Paige Sydoruk	4	MA+32 Step 8
Gabriela Torres	4	BA+16 Step 5
Inais Vasquez (.6)	3	MA Step 4
Julia Verno	3	MA Step 4

3. It was moved by Alevrontas, seconded by Woods, and approved by unanimous roll call of those present to approve placement on the Teachers' Salary Guide for Laura Noel (FMLA Leave Replacement for Lauren Magnifico, 1st Grade Teacher) at BA Step 1, effective September 1, 2016 through December 31, 2016 as recommended by the Chief School Administrator.

4. It was moved by Alevrontas, seconded by Woods, and approved by unanimous roll call vote of those present to award a tenure contract to Heather Mourao, MA Step 5, Social Worker, for the 2016/2017 school year, as recommended by the Chief School Administrator.

5. It was moved by Alevrontas, seconded by Woods, and approved by roll call vote of those present to approve the reduction in programming of Blake Simis, OOD, One to One Aide, effective June 30, 2016, as recommended by the Chief School Administrator.

V. *ACTIONS (Continued)*

A. Instruction – Staffing (Continued)

6. It was moved by Alevrontas, seconded by Woods, and approved by unanimous roll call vote of those present to approve the provisional employment of Julila Kislevitz, as substitute teacher for the remainder of the 2015/2016 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate’s compliance with P.L. 1986, c.116 (revised 6/30/98):

B. Instruction – Pupils/Programs

1. It was moved by Cantatore, seconded by Woods, and approved by unanimous roll call vote of those present to approve Bollinger Insurance for student insurance for the 2016/2017 school year, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve the provisional employment of Theodore Van Poznak as a substitute custodian for the 2016/2017 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate’s compliance with P.L. 1986, c.116 (revised 6/30/98).

2. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to renew contracts to the following tenured secretaries according to their step on Level II of the Secretarial Salary Schedule for the 2016/2017 school year, as recommended by the Chief School Administrator:

Sally Marsich (CST), Step 18 Nancy Niemira (DMS), Step 14 Miriam Koopaethes, (LLE) Step 7

3. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to award non-tenure contracts to the following secretaries, according to the Level II Secretarial Salary Guide, for the 2016/2017 school year, as recommended by the by the Chief School Administrator:

Kathy Daly (CRS), Step 2 Jeanne Torre, (DMS), Step 2

4. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve Nancy Niemira, secretary DMS, to receive a 17-Year Longevity Stipend in the amount of \$2,300 effective July 1, 2016, for the 2016/2017 school year, as recommended by the Chief School Administrator.

5. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve a Memorandum of Agreement with Debra Rinaldi, Executive Secretary to the Superintendent, for the 2016/2017 school year, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)**C. Support Services – Staffing (Continued)**

6. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present Arlene Cabrera, Step 4, as a Teachers' Assistant at Luther Lee Emerson School for the 2016/2017 school year (not to exceed 25 hours weekly), as recommended by the Chief School Administrator.

7. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Frank Mazzini, Elementary School Principal, for the 2016/2017 school year, as recommended by the Chief School Administrator.

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8. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve a Memorandum of Agreement with Thomas Perez, School Business Administrator/Board Secretary for the 2016/2017 school year, as approved by the Executive County Superintendent, as recommended by the Chief School Administrator.

9. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve the employment of Meaghan Williams as part-time Health Aide for the 2016/2017 school year at County Road School, at the rate \$29.94, not to exceed 29 hours per week, as recommended by the Chief School Administrator.

10. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to award tenure to John Regan, Middle School Principal, for the 2016/2017 school year as recommended by the Chief School Administrator.

11. It was moved by Kirtane, seconded by Woods, and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Resat Cazimoski, Buildings and Grounds Supervisor for the 2016/2017 school year, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call vote of those present to approve the first reading of the following new Policy and Regulation, sections 3000 & 4000, as recommended by the Chief School Administrator:

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

2. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to approve ER&M Inc., who submitted the lowest cost proposal at \$6,358.50, to test for lead in the water in all district buildings, as recommended by the Chief School Administrator:

3. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to approve acceptance of the school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2. Drills for Demarest Middle School were conducted on May 4 and May 5, 2016 commencing at 8:30 am each day in the Demarest Middle School parking lot supervised by Principal Jonathon Regan.

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to approve the tax levy schedule for the 2016/2017 school year as follows:

<u>Month / Year</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total Tax Due</u>
July 2016	\$1,059,281	\$109,381	\$1,168,662
August 2016	1,059,282		1,059,282
September 2016	1,059,282		1,059,282
October 2016	1,059,282		1,059,282
November 2016	1,059,282		1,059,282
December 2016	1,059,282		1,059,282
January 2017	1,059,282	549,381	1,608,663
February 2017	1,059,282		1,059,282
March 2017	1,059,282		1,059,282
April 2017	1,059,282		1,059,282
May 2017	1,059,282		1,059,282
June 2017	1,059,282		1,059,282
Totals	\$ 12,711,383	\$ 658,762	\$ 13,370,145

2. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to confirm the April 16th – 30th, 2016 payroll in the amount of \$337,698.27.

3. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to confirm the May 1st - 15th, 2016 payroll in the amount of \$354,364.67.

4. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to approve the April 2016 in office checks and May 17, 2016 budget checks in the amount of \$506,356.99 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$499,246.99
20 Special Revenue Funds	\$7,110.00

V. ACTIONS (Continued)

E. Support Services – Fiscal Management (Continued)

5. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to confirm the following budget transfers for April 2016:

From:	Account	Amount
11-000-219-110	CST Other Salaries	\$ 1,500
11-000-251-500	Central Services Other Purchases Services	1,500
11-000-251-600	Central Services Supplies & Materials	500
11-000-261-100	Required Maintenance Salaries	1,550
11-000-240-600	School Administration Supplies & Materials	<u>3,995</u>
		\$ 9,045

To:	Account	Amount
11-000-219-320	CST Purchased Professional Ed Services	\$ 1,500
11-000-251-199	Central Services Unused Vacation Term Staff	2,000
11-000-261-199	Required Maint Unused Vacation Term Staff	1,000
11-000-261-800	Required Maint Other Objects	550
12-000-240-730	Capital Outlay Equipment School Admin	<u>3,995</u>
		\$ 9,045

6. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call 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 April 30, 2016, 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. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call 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 April 30, 2016, 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. It was moved by Woods, seconded by Alevrontas, and approved by unanimous roll call of those present to acknowledge receipt of the March 31, 2016 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

V. ACTIONS (Continued)

F. Other

1. It was moved by Cantatore, seconded by Woods, 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, June 14, 2016, and Monday June 20, 2016 at 6:30 p.m. to discuss personnel 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.

VI. REPORTS

VII. PUBLIC DISCUSSION

None.

VIII EXECUTIVE SESSION (if necessary)

None.

IX. ADJOURNMENT

- A. It was moved by Kirtane, seconded by Alevrontas, and approved by unanimous voice vote of those present to adjourn at 7:48 P.M.

Respectfully submitted,

Thomas J. Perez
School Business Administrator/Board Secretary

