

# DEMAREST BOARD OF EDUCATION

## REGULAR MEETING AGENDA

County Road School – Media Center  
March 19, 2019  
6:30 P.M.

### I. OPENING

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

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into Executive Session for the following reasons:
- 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. Roll Call: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg

VI. APPROVAL OF MINUTES OF THE MEETINGS

- February 12, 2019 COW and Regular Session Meeting Minutes
- February 12, 2019 Executive Session 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

- Principal Reports

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 teachers for the remainder of the 2018/2019 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.

- Blaire Harraka
- Jessica Roth
- Saloni Varaiya

2. Move to approve the request of Samantha Jo Jimenez, Resource Room Teacher, for a paid sick leave of absence (LOA) from February 28, 2019 through March 15, 2019 and an extended unpaid sick leave of absence from March 18, 2019 through March 29, 2019, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

1. Move to approve PNWBOCES to perform bilingual psycho-education evaluation and bilingual speech language evaluation for student 1061686747 at a cost not to exceed \$2,900.00, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. Move to accept resignation of Daniel Barzelatto, one to one aide at Luther Lee Emerson, effective February 25, 2019, as recommended by the Chief School Administrator.
2. Move to accept resignation of Mary Kate Portera, one to one aide at County Road School, effective March 26, 2019, as recommended by the Chief School Administrator.
3. Move to approve the provisional employment of the following Instructional Aide(s), not to exceed 29 hours per week, for the 2018/2019 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate’s compliance with P.L. c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

<b>Name</b>	<b>School</b>	<b>Step</b>	<b>Student</b>
Jodie Sposato	Luther Lee Emerson	1	3664912243
Samantha Fruhling	County Road School	7	1909502897

4. Move to approve Nancy Niemira, as substitute lunch aide, Step 7 of the Aides Hourly Guide for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator.
5. Move to approve Nancy Niemira, as substitute secretary at a rate of 16.56/hour for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator.
6. Move to approve the provisional employment of Doni Duran, Custodian, Step 3 of the Custodial Salary Guide, effective May 1, 2019, as recommended by the Chief School Administrator. Employment status would become effective upon candidate’s compliance with P.L. c. 116 (revised 6/30/98), N.J.S.A. 18A:6-7.7. and custodial pre-hire physical.
7. Move to approve the following teachers as chaperones for overnight student field trip in the amount of \$150.00 per person, per night, as recommended by the Chief School Administrator.

<b>Fairview Lake 4/29-5/1</b>
Carl Quillen*
Wendy Heffler
Karleen McDermott
Joseph Polvere
Elvia Acosta
Patrick Ryan
Stephanie Zuidervliet

\*additional \$150.00/advisor

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

1. Move to approve the first reading of the following Policies (P) and Regulations ®, as recommended by the Chief School Administrator:

P & R 1510	Americans with Disabilities Act (M) (Revised)
P 2415.30	Title I - Educational Stability for Children in Foster Care (M) (New)
P & R 2418	Section 504 of the Rehabilitation Act of 1973 -- Students (M) (New)
P & R 8330	Student Records (M) (Revised)
P 2610	Educational Program Evaluation (M) (Revised)

P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P&R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5337	Service Animals (Revised)
P 5756	Transgender Students (M) (Revised)
P&R 7440	School District Security (M) (Revised)
P 2415.06	Unsafe School Choice Option (M) (Revised)
R 2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)
R 5530	Substance Abuse (M) (Revised)
P&R 5600	Student Discipline/Code of Conduct (M) (Revised)
P&R 5611	Removal of Students for Firearms Offenses (M) (Revised)
P&R 5612	Assaults on District Board of Education Members or Employees (M) (Revised)
P&R 5613	Removal of Students for Assaults with Weapons Offenses (M) (Revised)
P&R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

2. Move to approve the attendance at 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	Registration Fee
Sherri Rinckhoff/DMS Guidance Counselor	IR&S Team Training Workshop May 1, 2019 Galloway, N.J.	\$178.00
Kelly Stevens/ Supervisor of Curriculum, Instruction and Assessment	IR&S Team Training Workshop May 1, 2019 Galloway, N.J.	\$178.00
Thomas Perez/ Business Administrator/Board Secretary	NJASBO Conference June 5-7, 2019 Atlantic City	\$275.00
Kelly Stevens/ Supervisor of Curriculum, Instruction and Assessment	ISTE Ed Team Conference June 24,25,26 2019 Philadelphia, PA	\$635.00

3. Move to approve transportation of Haworth students to Bergen Brain Busters event at Bergen Community College, Lyndhurst Campus on May 31, 2019, as recommended by the Chief School Administrator.
4. Move to approve the following Demarest Middle School track meet dates for the 2018/2019 school year, as recommended by the Chief School Administrator:

Date	Location
May 1 <sup>st</sup>	Old Tappan
May 6 <sup>th</sup>	Old Tappan
May 15 <sup>th</sup>	Old Tappan
June 3 <sup>rd</sup>	TBD (invitational)

5. Move to approve the following resolution, as recommended by the Chief School Administrator:

**WHEREAS**, There exists a need for engineering/surveying services for the Demarest County Road School Temporary Classroom Unit(s) Installation, and

**WHEREAS**, funds are available for this purpose.

Now, **THEREFORE BE IT RESOLVED** by the Demarest Board of Education as follows:

That Omland & Sterkorn Consulting Engineers and Surveyors be retained to provide Professional Surveying Services in the amount of \$16,750 as follows: Boundary Survey \$6,950; Topographic Survey \$5,550; Stream Cross Sections \$4,250.

This contract is awarded without competitive bidding as a professional service under the provisions of the public school contracts law because this service is to be performed by a firm authorized to provide engineering/surveying services.

6. Move to approve the following resolution, as recommended by the Chief School Administrator:

**WHEREAS**, There exists a need for Wetlands Delineation and Assessment services for the Demarest County Road School Temporary Classroom Unit(s) Installation, and

**WHEREAS**, funds are available for this purpose.

Now, **THEREFORE BE IT RESOLVED** by the Demarest Board of Education as follows:

That EcolSciences, Inc. be retained to provide these services in the amount of \$3,000 plus reimbursable out-of-pocket expenses. This contract is awarded without competitive bidding as a professional service under the provisions of the public school contracts law because this service is to be performed by a firm authorized to provide these services.

#### **E. Support Services – Fiscal Management**

1. Move to confirm the February 28, 2019 payroll in the amount of \$398,950.81.
2. Move to confirm the March 15<sup>th</sup>, 2019 payroll in the amount of \$415,082.21.
3. Move to approve the February 2019 in office checks in the amount of \$835,126.99 and March 19, 2019 budget checks in the amount of \$122,197.67 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$415,398.16
12 Capital Outlay	\$ 14,676.50
40 Debt Services Fund	<u>\$527,250.00</u>
Total Bills:	\$957,324.66

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 February 28, 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.

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 February 28, 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.

6. Move to acknowledge receipt of the January 2019 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for February 2019:

To:	Account	Amount
11-000-291-270	Employee Benefits Health Benefits	\$ 41,600
11-000-218-320	Guidance Purchased Prof Ed Svcs	590
11-000-261-420	Required Maintenance Clean, Repair, Maint	3,000
11-240-100-610	Bilingual General Supplies	112
12-000-261-730	Capital Outlay Required Maintenance	7,775
12-000-266-730	Capital Outlay Security	<u>4,677</u>
Total		\$ 57,754

From:	Account	Amount
11-000-230-331	General Administration Legal	\$ 25,000
11-000-230-530	General Administration Communications	4,100
11-000-251-592	Central Services Misc Purchased Services	5,000
11-000-251-610	Central Services Material & Supplies	5,000
11-000-252-610	Admin Info Technology Material & Supplies	2,500
11-000-218-390	Guidance Other Purch Prof & Tech Svcs	590
11-000-261-832	Required Maint Other Objects	3,000
11-240-100-580	Bilingual Other Purchased Svcs	112
11-000-262-520	Custodial Insurance	<u>12,452</u>
Total		\$ 57,754

**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 April 9, 2019 and April 30, 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.