

# DEMAREST BOARD OF EDUCATION

## AGENDA – REGULAR MEETING

September 16, 2015

6:30 P.M.

### I. OPENING

#### A. 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.

#### B. Roll Call: Cantatore, Geller, Kirtane, Molina, Verna, Woods, Holzberg

#### C. Meeting called to order.

### II. ADJOURN TO EXECUTIVE SESSION, if necessary

#### A. **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;

**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 personnel, student and/or legal matters.

#### B. Move to enter the Executive Session to discuss personnel, student and/or legal matters.

*Moved by:*

*Seconded:*

*Action (v):*

### III. REOPEN PUBLIC MEETING

### IV. PLEDGE OF ALLEGIANCE

### V. APPROVAL OF MINUTES OF THE MEETINGS

Move to accept the minutes of the:

COW/Regular Meeting – August 18, 2015

Executive Session – August 18, 2015

Special Meeting – August 25, 2015

*Moved by:*

*Seconded:*

*Action (v):*

### VI. CORRESPONDENCE

### VII. BOARD PRESIDENT'S REPORT

### VIII. SUPERINTENDENT'S REPORT

IX. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. Move to open the meeting to public discussion limited to agenda items.

*Moved by:* *Seconded:* *Action (v):*

- C. Public discussion.
- D. Move to close the meeting to public discussion.

*Moved by:* *Seconded:* *Action (v):*

X. ACTIONS

A. Instruction – Staffing

- 1. Move to amend the following stipend position for the 2015/2016 school year, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
DMS Lunchroom Coordinator	A. Lefer, D. Ruberto	\$3,121/p.p.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

- 2. Move to approve guide movement for Julia Verno, Grades 5-8 Resource Room Teacher, from BA+16 to BA+32 Step 3, effective September 1, 2015, as recommended by the Chief School Administrator.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

- 3. Move to approve guide movement for Paige Sydurok, Grade 7 Science Teacher, from MA to MA+16 Step 7, effective September 1, 2015, as recommended by the Chief School Administrator.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

- 4. Move to accept the notice of resignation from Amanda Morris, Grade 2-4 Resource Room Teacher, effective September 4, 2015, as recommended by the Chief School Administrator.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

- 5. Move to approve placement on the Teachers’ Salary Guide for the following long-term leave replacements at BA Step 1, as recommended by the Chief School Administrator:

Joseph Fritz	Grade 5-8 Music (.625)	October 6, 2015
Crystal Cooke	Grade 1-2 Basic Skills	October 6, 2015
Regina Eftychiou	Grade 5-8 World Language	September 8, 2015

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

- 6. Move to approve Alene Santana as a substitute teacher, not to exceed 1 day per week, for the 2015/2016 school year, as recommended by the Chief School Administrator:

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

X. ACTIONS (Continued)

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

7. Move to approve the request of Melanie Fielder, 2<sup>nd</sup> Grade Teacher, for a paid medical leave of absence (FMLA) from September 9, 2015 through October 5, 2015 (tentatively), as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):*    C    Gel    K    M    V    W    H    *Seconded:*

8. Move to approve the following Teacher Mentors, as recommended by the Chief School Administrator:

<u>Position/Grade</u>	<u>Teacher</u>	<u>Mentor</u>
8 <sup>th</sup> Social Studies	Christine Reynolds	Joanne Werner
5 <sup>th</sup> Social Studies	Patrick Rochford	Isabelle Cavalli
6 <sup>th</sup> English Language	Wendy Heffler	Corinne Conti
7 <sup>th</sup> English Language	Danielle Ruberto	Toby Sorge
5 <sup>th</sup> -8 <sup>th</sup> Phys. Ed.	Victor DeMaio	Jennifer Rilli
5 <sup>th</sup> -8 <sup>th</sup> Spec. Ed.	Jessica Schoepflin	Julie Worgul
3 <sup>rd</sup> Grade	Hannah Sutker	Mary Tierney
4 <sup>th</sup> Grade	Sarah Kim	Lori Cohen

*Moved by:*  
*Action (RC):*    C    Gel    K    M    V    W    H    *Seconded:*

**B. Instruction – Pupils/Programs**

1. Move to approve a revised Special Education Tuition contract with the Closter Board of Education, previously approved in Resolution B-4 on July 21, 2015, for Student ID # 1658951405 to attend the Preschool Learning/Language Disabled Class at Hillside School (full-day) for the 2015/2016 school year at a cost of \$30,382 paid semi-annually, as recommended by the Child Study Team.

*Moved by:*  
*Action (RC):*    C    Gel    K    M    V    W    H    *Seconded:*

2. Move to approve two (2) Special Education Tuition contracts for Valley Program Special Classes with Northern Valley Regional High School District (Student ID # 7389542612 and Local ID # 302003) for the period September 1, 2015 – June 30, 2016 at a cost of \$64,629.09 per student, as recommended by the Child Study Team.

*Moved by:*  
*Action (RC):*    C    Gel    K    M    V    W    H    *Seconded:*

3. Move to approve an Extended Special Education Tuition contract for Valley Program Special Classes with Northern Valley Regional High School District (Student ID # 1481531764) for the period July 1, 2015 through June 30, 2016 at a cost of \$71,092, as recommended by the Child Study Team.

*Moved by:*  
*Action (RC):*    C    Gel    K    M    V    W    H    *Seconded:*

X. ACTIONS (Continued)

**C. Support Services – Staffing**

1. Move to approve the provisional employment of the following Instructional Aides, not to exceed 29 hours weekly, for 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 as well as an application for emergency hiring as required by the N.J.S.A 18A:6-7.1 et seq. (revised 6/30/98):

<u>Name</u>	<u>Location</u>	<u>Student Local ID #'s</u>
Marjorie Apollo-Rizzo, Step 8	CRS	272068
Cathy DeCarlo, Step 1	LLE	242075
Valbona Derguti, Step 1	DMS	222007, 222093, 222092 222094, 212092

*Moved by:*  
*Action (RC):* C Gel K M V W H

2. Move to approve Gilda Natko as an Out-of-District Instructional Aide at Closter Pre-School, Step 3, not to exceed 29 hours weekly, for Student ID # 1658951405 for the 2015/2016 school year, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

3. Move to approve Blake Simis and Gilda Natko as Substitute Instructional Aides for the 2015/2016 school year, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

4. Move to approve Michael Leone and Arben Bresa as Substitute Custodians at a rate of \$15 per hour, as needed, for the 2015/2016 school year, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

5. Move to amend the non-tenure contract for Jeanne Torre from (.75) part-time to full-time, Step 1, as Middle School Secretary for the 2015/2016 school year, effective October 1, 2015, as recommended by the by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

6. Move to appoint Frank Mazzini as the District Affirmative Action Officer for the 2015/2016 school year, effective September 1, 2015, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

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

1. Move to adopt the Demarest School District Nursing Plan for the 2015/2016 school year, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* C Gel K M V W H

X. ACTIONS (Continued)

**D. Support Services – Board of Education (Continued)**

2. Move to approve the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2015/2016 school year, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

3. Move to approve Julie Worgul, Special Education Teacher, to attend the IDA (International Dyslexia Association) Annual Conference held on October 16, 2015 in Somerset, NJ at a cost of \$190 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

4. Move to approve Ossi Mach, Music Teacher, to attend the Carnegie Hall workshop held on September 27, 2015 in New York, NY at no cost, with reimbursement for travel at statutory rates, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

5. Move to approve Kelly Stevens, Curriculum Coordinator, to attend the *Coaching Seminar* hosted by NVCC held on November 20, 2015 at NVRHS at a cost of \$65 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

6. Move to approve Kelly Stevens, Curriculum Coordinator, to attend the *Meeting with Apple Professional Development People* held on October 7, 2015 in New York, NY at no cost, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

7. Move to approve an agreement with E-rate Partners LLC for Category 1 E-rate Services for the 2016/2017 school year, at a cost of \$1,000, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

8. Move to accept the donation of 8 books to Luther Lee Emerson School, in memory of Marianna Simpson, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

9. Move to approve change order No.1 with Lighton Industries for additional light fixtures at County Road School under MRESC 14/15-19 GC2, in the amount of \$5,197.20, as recommended by the Chief School Administrator.

Moved by: Seconded:  
 Action (RC): C Gel K M V W H

X. ACTIONS (Continued)

**D. Support Services – Board of Education (Continued)**

10. Move to approve disposal of various equipment (as distributed) including science tables, smart boards, cafeteria chairs and miscellaneous technology equipment, as recommended by the Chief School Administrator.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

11. Move to approve the Demarest Parent Teacher Organization (PTO) as an additional insured under the Board’s General Liability Insurance, as recommended by the Chief School Administrator.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

**E. Support Services – Fiscal Management**

1. Move to confirm the August 16<sup>th</sup> – 31<sup>st</sup> 2015 payroll in the amount of \$67,220.80

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

2. Move to confirm the September 1<sup>st</sup> – 15<sup>th</sup> 2015 payroll in the amount of \$334,526.53

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

3. Moved to approve the August 2015 bills in the amount of \$933,525.40 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 627,952.23
12 Capital Outlay	177,095.67
20 Special Funds	9,240.00
40 Debt Service Funds	<u>119,237.50</u>
	<u>\$ 933,525.40</u>

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

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 August 31, 2015, 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.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

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 August 31, 2015 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.

*Moved by:* *Seconded:*  
*Action (RC):* C Gel K M V W H

X. ACTIONS (Continued)

**E. Support Services – Fiscal Management (Continued)**

6. Move to acknowledge receipt of July 31, 2015 Report of the Board Secretary, 148 and Report of the Treasurer, A-149.

*Moved by:*  
*Action (RC):* C Gel K M V W H *Seconded:*

7. Move to confirm the following transfers for August 2015:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-340	Regular Instruction Purch Technical Services	525
11-204-100-106	Sp Ed LLD- Other Salaries for Instruction	5,850
11-120-100-101	Regular Instruction Salaries Grades 1-5	28,500
11-401-100-500	Co-Curricular Other Purchased Services	100
11-000-211-105	Attendance Salaries Secretarial/Clerical	2,300
11-000-217-106	Extraordinary Services Salaries Other Instruction	95,000
11-000-218-105	Guidance Salaries Secretarial/Clerical	1,200
11-000-100-569	Tuition Other	36,000
11-000-230-895	General Administration BOE Dues/Memberships	500
11-000-262-610	Custodial General Supplies	30,540
11-000-262-621	Custodial Energy Natural Gas	10,500
		<u>\$211,015</u>

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-320	Regular Instruction Purch Prof Educ Services	525
11-204-100-610	Sp Ed LLD Supplies & Materials	5,500
11-206-100-106	Sp Ed Visual Impairments Other Salaries Instruction	350
11-230-100-101	Basic Skills Salaries	28,500
11-402-100-500	Athletics Other Purch Services	100
11-000-213-104	Health Services Salaries	2,300
11-000-216-320	Related Services Purchased Prof Ed Services	71,000
11-000-218-600	Guidance Supplies & Materials	1,200
11-000-219-320	CST Purchased Prof Ed Services	60,000
11-000-230-890	General Admin Other Objects	500
11-000-262-420	Custodial Cleaning, Repairs, Maintenance	1,000
11-000-262-490	Custodial Other Purch Property Services	11,400
11-000-262-520	Custodial Insurance	18,140
11-000-263-610	Care & Upkeep of Grounds General Supplies	10,500
		<u>\$211,015</u>

*Moved by:*  
*Action (RC):* C Gel K M V W H *Seconded:*

**F. Other**

1. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, October 13, 2015 at 6:30 p.m. to discuss student, personnel and/or legal matters.

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to public at a future date.

*Moved by:*  
*Action (RC):* C Gel K M V W H *Seconded:*

X. ACTIONS (Continued)

F. Other (Continued)

2. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, October 20, 2015 at 6:30 p.m. to discuss student, personnel and/or legal matters.

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to public at a future date.

<i>Moved by:</i>								<i>Seconded:</i>
<i>Action (RC):</i>	C	Gel	K	M	V	W	H	

XI. REPORTS

XII. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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B. Move to close the meeting to public discussion.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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XIII. EXECUTIVE SESSION (Continuation as needed)

A. Move to reenter the Executive Session to discuss personnel, student and/or legal matters.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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B. Move to close the Executive Session and reenter the public session.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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XIV. ADJOURNMENT

A. Move to adjourn at \_\_\_\_\_ P.M.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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# DEMAREST BOARD OF EDUCATION

## ADDENDUM TO AGENDA – COW/REGULAR MEETING

September 16, 2015

6:30 P.M.

X. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

Add Resolutions No. 9

9. Move to approve the provisional employment of Gabby Baretto as a substitute teacher for 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).

Moved by:								Seconded:
Action (RC):	C	Gel	K	M	V	W	H	

B. Instruction – Pupils/Programs (Continued)

Add Resolutions No. 4

4. Move to approve two (2) contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for Student Y.L. (state ID not yet issued) to receive Level Four Services in the amount of \$14,300 and Student ID #2529758090 to receive Level One Services in the amount of \$1,900 for the 2015/2016 school year, as recommended by the Child Study Team.

Moved by:								Seconded:
Action (RC):	C	Gel	K	M	V	W	H	

D. Support Services – Board of Education (Continued)

Add Resolutions No. 12-14

12. Move to adopt the District and Board Goals for the 2015/2016 school year as follows, as recommended by the Chief School Administrator.

**DISTRICT GOALS:**

A. Achieve a student growth model that impacts district level curriculum using data supplied by the Northern Valley Assessment for mathematics.

B. Improve student achievement by continued provision of staff professional development for the implementation of the 1:1 technology as measured through lesson planning review and classroom observations.

C. Implement and monitor the new STEM programming at the middle school and research its use at the elementary level as identified in the final report.

D. Provide for the successful assimilation of new instructional and administrative staff through orientation and transition opportunities.

**BOARD GOALS:**

A. Continue to improve communications with the Demarest community at large.

B. Enhance the board's understanding of policy development.

Moved by:								Seconded:
Action (RC):	C	Gel	K	M	V	W	H	

X. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

13. Move to approve the request of the Demarest Athletic Association to use the gymnasium at Luther Lee Emerson School for basketball tryouts from 6:00 p.m. to 9:00 p.m. on October 5, 8 and 19, at no cost, as recommended by the Chief School Administrator.

Moved by:  
Action (RC): C Gel K M V W H

Seconded:

14. Move to approve the request of the Girl Scouts of Northern NJ to use the cafeteria at Luther Lee Emerson School for scout meetings from 3:00 p.m. to 5:00 p.m. on the following dates, at no cost, as recommended by the Chief School Administrator:

9/18/2015, 10/2/2015, 10/16/2015, 10/30/2015, 11/13/2015, 11/20/2015, 12/4/2015, 12/18/2015  
1/8/2015, 1/22/2015, 2/5/2015, 2/26/2015, 3/11/2015, 3/18/2015, 4/1/2015, 4/22/2015, 5/6/2015,  
5/20/2015, 6/3/2015, 6/17/2015

Moved by:  
Action (RC): C Gel K M V W H

Seconded:

E. Support Services – Fiscal Management (Continued)

Amend Resolution No. 6, to remove Report of the Treasurer

6. Move to acknowledge receipt of July 31, 2015 Report of the Board Secretary, 148.

Moved by:  
Action (RC): C Gel K M V W H

Seconded: