

DEMAREST BOARD OF EDUCATION

REGULAR MEETING AGENDA

Luther Lee Emerson School – Gymnasium
August 18, 2020
6:30 P.M.

I. OPENING

- A. Meeting called to order.
- B. Present: Cantatore, Choi, Governale, 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. Personnel matters
- 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

August 18, 2020

COW and Regular Meeting Agenda

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V. ROLL CALL

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

Absent:

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

- July 14, 2020 COW and Regular Meeting Minutes
- July 14, 2020 Executive Session Meeting Minutes
- July 24, 2020 Special Meeting Minutes
- July 24, 2020 Executive Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

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 guide movement as follows for the 2020/2021 school year, as recommended by the Chief School Administrator:

First	Last	From	To
Bridget	DiMartini	MA step 15	To MA+16 step 15
Janna	Geller	MA+45 step 19	To MA+60 step 19
Nancy	Mliczek	MA+32 step 10	To MA+45 step 10
Alyssa	Plescica	BA+32 step 5	To MA step 5
Joseph	Polvere	MA+45 step 10	To MA+60 step 10

Jennifer	Ripston	MA+16 step 8	To MA+32 step 8
Danielle	Ruberto	MA step 6	To MA+32 step 6
Jessica	Schoepflin	BA+16 step 6	To MA step 6
Joanne	Werner	MA step 17	To MA+16 step 17

2. Move to approve the appointment of the following, as substitute teachers, for the 2020/2021 school year, as recommended by the Chief School Administrator:

First	Last
Julie	Appelblatt
Maria	Bartolomeo
Haley	Beubis
Lucas	Bohmer
Jodi	Braunstein
Elena	Cami
Thomas	Carson
Yoon Jin	Choi
Maria A.	Drummond
Anne	Feifer
Melanie	Fielder
Kristina	Gorgone
Julia	Grammer-Kislevitz
Lisa	Kessler
Ellen	LaMendola
John Glenn	Maletich
Christopher	Mirabito
Virginia	Misa
Regina	Morrissey
Louis	Napolitano
Maureen	Panagi
Matthew Perry	Pease
Alyssa	Picinich
Ava	Rinaldi
Mirlinda	Rruci
Caitlin	Schiano
Tina	Schweid
Paula	Schweitzer
Francine	Trovato
Saloni	Varaiya
Kathleen	Wellenkamp-Keller

3. Move to approve the following mentor/mentee, for the 2020/2021 school year, as recommended by the Chief School Administrator:

Mentor	Mentee
Sharon Dippolito	Alyssa Baldi

B. Instruction – Pupils/Programs

1. 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 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	Level of Service	Cost
2273019823	Level 1	\$ 2,100.00*
4538439360	Level 1	\$ 2,100.00*
8491500919	Level 1	\$ 2,100.00*

*modified from July 14, 2020

2. Move to approve the following contracts with Bergen County Special Services School District, Educational Enterprises Division for the 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1061686747 1683624460	Audiological	\$2,256.00

3. Move to approve the following out of district student placement and tuition, associated related services, transportation and cost of 1:1 aide as applicable, for the 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
5019762465	Old Tappan	\$60,000.00	\$29,000.00	Yes	9/1-6/30

4. Move to approve the existing curriculum guides for the 2020/2021 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
English as a Second language
Dance/theatre K-8

C. Support Services – Staffing

1. Move to approve the appointment of Fitni Redzeqi as Maintenance personnel, for the 2020/2021 school year, as recommended by the Chief School Administrator.

2. Move to approve head custodian stipend for \$8,000.00, to Izet Desic, for the 2020/2021 school year, as recommended by the Chief School Administrator.
3. Move to approve Benjamin Desic, County Road School evening custodian from part time to full time, for the 2020/2021 school year, as recommended by the Chief School Administrator.
4. Move to approve job description for Information Technology Coordinator position, as recommended by the Chief School Administrator.
5. Move to approve the Memorandum of Agreement with Franklin Reynoso, Information Technology Coordinator, PCR 7000-000-440-0001, budget code 11-190-100-106-000-00-09, for the 2020/2021 school year, as recommended by the Chief School Administrator.
6. Move to approve staff members of the Child Study Team to complete evaluations as needed at the rates below per evaluation, as recommended by the Chief School Administrator:

Evaluation type	Rate per evaluation
Social	\$350.00
Psychological	\$450.00
Learning	\$450.00
Occupational therapy	\$450.00

7. Move to approve salary guide for para professionals for the 2020/2021, 2021/2022 and 2022/2023 school years, as recommended by the Chief School Administrator.
8. Move to approve the employment of the following Instructional Aides, not to exceed 29 hours per week, for the 2020/2021 school year, as recommended by the Chief School Administrator:

CRS	Staff	Step
Classroom Aides P3 & P4	Mary Kelly	5
	Minsun Oh	2
	Valbona Derguti	6
	Virginia Misa	4
	Seong Min Chang	4
	Doreen Cerrone	4
	Zoe Weinstein	2
1:1 Aide	Amanda Karrenberg (P3) (7001142991)	2
Special Education Aides	Brenda Gensone	17
	Denise McVey	8
LLE		
1:1 Aides	Maureen Panagi (2 nd) (2273019823)	7
	Thomas Carson (2 nd) (1909502897)	3
	Jean Van Vliet (4 th) (5478209062)	8
Special Education Aides		
	Michelle Whitney	10
	Dena Monpoli	7
	Francesca Fanelli	2
DMS		
1:1 Aides	Lucas Bohmer (9961133651) (6 th)	5
	Therese Fortunato (6980044936) (5 th)	22
Special Education Aides	Leslie Berkman	15
	Jodi Braunstein	16
	Jeongmi Lee	7
	Caitlin Ross	2

	Cindy Wolfer	3
	Yoon Jin Choi	6
	Rochelle Weis	25
	Mirlinda Rraci	8

9. Move to approve the provisional employment of the following Instructional Aide, not to exceed 29 hours per week, for the 2020/2021 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.

School/position	Name	Step
Classroom aide LLE	Teresa Viole	4

10. Move to approve unpaid leave of absence for Yoon Jin Choi from August 31, 2020 through October 15, 2020, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. Move to approve the final reading and adoption of Policy below, as recommended by the Chief School Administrator:

Policy	Policy Name
1648	Restart and Recovery Plan

2. Move to approve the emergent adoption of policy below, as recommended by the Chief School Administrator:

Policy/Regulation Number	Policy/Regulation Name
1648.02	Remote Learning Options for Families

3. Move to approve all Board Members, the Chief School Administrator and the School Business Administrator to attend the 2020 NJSBA Workshop from October 20-22, 2020 at a fee of \$900.00 for registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.
4. Move to approve EI Associates, the district architect of record, to provide professional architectural/engineering services for COVID-19 HVAC Upgrades in an amount not to exceed \$19,400 plus project related reimbursable expenses. This contract is awarded without competitive bidding as a "Professional Service" by a firm authorized to perform such services, under the provision of the Public School Contracts Law, as recommended by the Chief School Administrator.
6. Approve the Comprehensive Equity Plan's Statement of Assurance for the 20/21 school year, as recommended by the Chief School Administrator.
7. Move to approve acceptance of the Non-Title I CARES Grant, as recommended by the Chief School Administrator:

Demarest	\$ 17,183
Holy Angels	\$ 13,688
Total	\$ 30,871

8. Move to approve the following Non-Title I CARES Grant revenue and appropriation budget lines, as recommended by the Chief School Administrator:

Revenue – Demarest	20-4530-000	\$17,183
Revenue – Academy of Holy Angels	20-4530-100	\$13,688
Appropriations – Demarest	20-477-200-610-000-90-00	\$17,183
Appropriations – Academy of Holy Angels	20-477-200-610-000-90-99	\$13,688

9. Move to approve the carryover of unused vacation days from the 2019/2020 school year, unable to be taken due to the Covid-19 pandemic, to the 2020/2021 school year for Michael Fox and Tom Perez. This carryover is permitted in accordance with N.J.S.A. 18A:30-9.1 due to the State of Emergency declared by Governor Murphy resulting from the Covid-19 pandemic, as recommended by the Chief School Administrator.
10. Move to approve the following, as recommended by the Chief School Administrator:

WHEREAS, New Jersey School districts were notified by Governor Murphy’s Office on July 10, 2020 as to their revised 2020-2021 state aid allocations; and

WHEREAS, Districts must reduce their budgetary basis state aid revenue and receivable for 2020-2021; and

WHEREAS, the revised allocation for the Demarest School District is a reduction of \$49,390 in state aid; and

WHEREAS, Districts experiencing a reduction in state aid have the following options by Board resolution as follows:

1. Use unassigned general fund surplus to maintain budgeted appropriations; or
2. Request Commissioner approval to withdraw from emergency reserve; or
3. Pursuant to N.J.A.C. 6A:23-14.2(d), withdraw from maintenance reserve to cover budgeted required maintenance costs; or
4. A combination of 1, 2, 3 and 4 above

NOW, THEREFORE BE IT RESOLVED that the Demarest of Education hereby authorizes the School Business to address the state aid reduction of \$49,390; and

BE IT FURTHER RESOLVED, that the Demarest Board of Education hereby authorizes the School Business Administrator pursuant to N.J.A.C. 6A:23-14.2(d), to use \$49,390 of unassigned general fund surplus to balance the 2020-2021 budget.

11. Move to terminate the technology shared service agreement with Northern Valley Regional High School as of August 31, 2020, as recommended by the Chief School Administrator.
12. Move to approve district bus route 1-2021 for the 2020/2021 school year, as recommended by the Chief School Administrator.
13. Move to approve the School Business Administrator/Board Secretary to submit the Digital Divide Grant Application prior to approval at this meeting to satisfy filing requirements, as recommended by the Chief School Administrator.
14. Move to approve the joint consortium agreement with Northern Valley School Districts for mental health assessments with the West Bergen Mental Healthcare for the 2020/2021 school year, as recommended by the Chief School Administrator.

15. Move to approve reduction of preschool tuition from \$10,000.00 to \$7,000.00 for the 2020/2021 school year due to consequences of COVID-19, as recommended by the Chief School Administrator.
16. Move to approve the purchase of temperature kiosks from Pizzuto Group \$ 17,147, Chief School Administrator.
17. Move to approve lease agreement with Municipal Capital for temperature kiosks at Demarest Middle School, at a rate of \$6,180.00 per year for three years, as recommended by the Chief School Administrator.
18. Move to approve purchase from D & B Building Solutions Inc. for nebulizers at a cost of \$114,000.00, as recommended by the Chief School Administrator. The equipment is proprietary and tested proven by independent laboratory NECLC to kill 99.4% of COVID-19 virus as well as other bacteria.
19. Move to approve Interport Maintenance Co., Inc. as they provided the most reasonable quote, for storage containers at a rate of \$10,350.00 as recommended by the Chief School Administrator.
20. Move to approve the Demarest Mentoring Plan Statement of Assurance for the 2020/2021 school year, as recommended by the Chief School Administrator.
21. Move to approve the Demarest Professional Development Plan Statement of Assurance for the 2020/2021 school year, as recommended by the Chief School Administrator.
22. Move to approve the following stipend positions for the 2020/2021 school year, as recommended by the Chief School Administrator:

Stipend	Total Amount	Name	Individual
Student Council	\$2,421	Danielle Ruberto Jessica Schoepflin	\$1,210.50 \$1,210.50
Community Outreach	\$4,230	Dawn Epiphaniou Christine Reynolds	\$2,115.00 \$2,115.00
Yearbook	\$2,714	Julia Lefer	\$2,714.00

23. Move to authorize the superintendent to emergent hire personnel prior to the next board meeting, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. Move to confirm the July 31, 2020 payroll in the amount of \$88,260.91.
2. Move to confirm the August 15th, 2020 payroll in the amount of \$97,237.50.
3. Move to approve the July 2020 in office checks in the amount of \$261,465.00 and August 18, 2020 budget checks in the amount of \$964,373.81 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 798,894.34
12 Capital Outlay	\$ 236,868.01
20 Special Revenue Fund	\$ 159,733.00
30 Capital Projects	\$ 30,343.46
Total Bills:	\$1,225,838.81

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 July 31, 2020, 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 July 31, 2020 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 June 2020 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
7. Move to confirm the following budget transfers for July 2020:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-211-105	Attendance Salaries	\$ 237
11-000-218-105	Guidance Clerical Salaries	205
11-000-230-334	General Administration Architect	4,400
11-000-240-105	School Administration Secretary Salaries	816
11-000-251-104	Central Services Salaries	410
11-000-251-105	Central Services Secretarial Salaries	295
11-800-330-105	Community Services Salaries	205
12-000-261-730	Capital Outlay Non-Instructional Equip – Req Maint	<u>23,327</u>
		\$ 29,895

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-213-110	Health Services Salaries	\$ 100
11-000-219-105	CST Secretary Salaries	1,658
11-000-230-530	General Administration Communications	4,400
11-000-251-580	Central Services Travel	410
11-000-291-220	Employee Benefits Social Security	<u>23,327</u>
		\$ 29,895

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 September 8, 2020 and September 15, 2020 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.