

# DEMAREST BOARD OF EDUCATION

## COW AND REGULAR MEETING MINUTES

County Road School - Library  
January 16, 2018  
6:30 P.M.

### I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Holzberg.  
Absent: Woods  
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
  - 1. Personnel – Contract Matters: Demarest Secretaries Association and Demarest Custodial Association
  - 2. Student matter
  - 3. Legal matter: Lawsuit
- B. It was moved by Kirtane, seconded by Cantatore 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 Cantatore to reopen the Regular Meeting to the public at 7:00 P.M.

B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Verna, Holzberg.  
Absent: Woods

C. President Holzberg read the following 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

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Verna, seconded by Alevrontas and approved by unanimous voice vote of those present to approve:

- December 12, 2017 COW and Regular Meeting Minutes
- December 12, 2017 Executive Meeting Minutes

VI. CORRESPONDENCE

Board Secretary Perez reviewed the letter received from the Borough regarding a potential variance on Prescott St.

VII. BOARD PRESIDENT'S REPORT

Ms. Holzberg stated that it is school board recognition month and noted how pleased she is to work with each and every member of the board.

VIII. SUPERINTENDENT'S REPORT

- Superintendent Fox pointed out art work around the media center that was made by the County Road School students to acknowledge and thank the board for their support as a part of school board recognition month.
- Superintendent Fox provided the Board with an update on his goals for the 2017/2018 school year. He spoke about the status of each goal.
- Superintendent Fox informed the Board that school performance reports are available on the DOE website. He also mentioned that the pre-k registration for the 2018/2019 school year is going well and that we may be looking at waiting lists due to the demand for enrollment.
- Yesterday was a staff development day. Superintendent Fox expressed that many good sessions were held and that he is very proud of the staff and their professionalism. He also thanked the PTO for providing breakfast.
- A meeting was held at DMS with a team from the High School regarding curriculum. The curriculum currently aligns with the High School. Additionally, the High School team was overly impressed with our curriculum.

IX. OTHER REPORTS/PRESENTATIONS

- Principal Regan reported on the following
  - Winter concert
  - Annual talent show
  - Spelling bee
  - CARE club participated in Table to Table
  - CARE club sang at Rockleigh Senior Center
  - Science Olympiad
  - Learning to code
  - Professional development day
  - Upcoming events

X. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to open the meeting to public discussion limited to agenda items.
- C. Mr. Schliem of 207 Hardenburgh Ave. asked about the student safety data systems and the approval of stipends
- D. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to close the meeting to public discussion.

XI. ACTIONS

**A. Instruction – Staffing**

1. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve the provisional employment of the following, as 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).

- Yoon Jin Choi
- Daisy Poliandro

2. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve Regina Eftychiou (leave replacement for Korines, Middle School Spanish Teacher) from January 2, 2018 - January 19, 2018 at BA step 1, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to approve Elvia Acosta (leave replacement for Korines, Middle School Spanish Teacher) from January 22, 2018 – February 16, 2018 at BA step 1, as recommended by the Chief School Administrator.

4. It was moved by Governale, seconded by Kirtane and approved by unanimous voice vote of those present to re-approve the following stipend positions for the 2017/2018 school year, as recommended by the Chief School Administrator:

STIPEND	TOTAL AMOUNT	NAME(S)	INDIVIDUAL AMOUNT
Beginning Band	\$ 801	John Zemba (9/19/17)	\$ 801
Band	6,558	John Zemba (9/19/17)	6,558
Brain Busters/VIA*	1,993	C. Quillen	1,993
Chorus	2,732	H. Urban (8/15/17)	2,732
Community Outreach**	3,986	J. Polvere J. Verno	1,993 1,993
Communications Coordinator	1,993	T. Murphy C. Korines	996.50 996.50
Eighth Grade Advisor	1,993	S. Calegari J. Werner	996.50 996.50
Lunchroom Coordinator	39,348	DMS S.Calegari DMS A. Lefer DMS G. Torres LLE D. Stokes CRS D. Duby CRS L. Licameli	6,558 6,558 6,558 6,558 6,558 6,558
Student Council	2,282	D. Ruberto J. Schoepflin	1,141 1,141
Web Site Coordinator	2,732	V. Zimmerman	2,732
Yearbook	2,558	J. Verno	2,558
Teacher-in-Charge, CRS	6,633	G. Long	6,633
Teacher-in-Charge, LLE	6,633	L. Cohen	6,633
Boys Basketball	2,186	D. Stokes (10/17/17)	2,186
Girls Basketball	2,186	C. Reynolds	2,186
Girls Volleyball	2,186	Shannon McBride (7/18/17)	2,186
Boys / Girls Soccer	2,186	V. DeMaio	2,186
Boys /Girls Track Per Person, 2 positions	4,372	B. Torres D. Ruberto	2,186 2,186

\*Formerly Gifted and Talented \*\*Formerly Dramatics and Tech Team Coordinator

## B. Instruction – Pupils/Programs

1. It was moved by Alevrontas, seconded by Kirtane and approved by unanimous voice vote of those present to approve contract with BCSS for Audiological Services to include a maximum of five hours of services at a rate not to exceed \$940.00, for student 1683624460, as recommended by the Chief School Administrator.
2. It was moved by Alevrontas, seconded by Kirtane and approved by unanimous voice vote of those present to approve contract with BCSS for Teacher of the Deaf Services, to include consultation and a maximum of three hours during the 2017/2018 school year, at a rate not to exceed \$495.00, for student 1683624460, as recommended by the Chief School Administrator.

3. It was moved by Alevrontas, seconded by Kirtane and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Mr. & Mrs. Paz for their child to attend 7<sup>th</sup> grade at Demarest Middle School for the remainder of the 2017/2018 school year at an annual rate of \$19,258.00\*, as recommended by the Chief School Administrator.

\* tuition will be pro-rated

**C. Support Services – Staffing**

1. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to accept the resignation of William Breakfield, night custodian at County Road School, effective January 15, 2018, as recommended by the Chief School Administrator.

2. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve Michael Bolt, as full time custodian, Step 17 effective February 1, 2018, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve Izet Desic, as full time custodian, Step 1, effective February 1, 2018, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the provisional employment of Doug Richards as substitute custodian 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).

5. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the payment of accumulated sick time for Louis Vogel for 20.5 days in the amount of \$512.50 as per Article VIII-5 of the DEA/Demarest Board of Education Agreement and as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the following Instructional Aides, not to exceed 29 hours per week, for the 2017/2018 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), as recommended by the Chief School Administrator.

<b>Name</b>	<b>School</b>	<b>Step</b>	<b>Student</b>
Seong Min Chang	County Road School	1	4877673445
Ivan Rojas	Luther Lee Emerson	1	2 <sup>nd</sup> Grade Classroom Aide

7. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the July 1, 2017 – June 30, 2020 Custodial Contract, as recommended by the Chief School Administrator.

8. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the July 1, 2017 – June 30, 2020 Secretarial Contract, as recommended by the Chief School Administrator

9. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the request of Stephanie Piccini, DMS Secretary, for a paid maternity leave of absence from February 12, 2018 through February 28, 2018, unpaid leave of absence from March 1, 2018 through May 4, 2018, (NJFLA/FMLA) and an extended unpaid leave of absence through May 11, 2018, as recommended by the Chief School Administrator.

10. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the provisional employment of Rosemary Gunther McCooe, (leave replacement for S. Piccini, DMS Secretary), Step 1\* on the secretarial guide, per diem, from February 12, 2018 to May 11, 2018 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).

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

1. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve the request 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>
Demarest Recreation Camp	6/22 1:00-3:00 Weekdays 6/25-8/3 (except 7/4) 8:30AM-2:30PM	Luther Lee Emerson APR, gym, and 2 rooms

2. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve the attached 2018/2019 school year calendar, as recommended by the Chief School Administrator.

3. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve related service fee for Occupational Therapy and Speech & Language infused in the classroom at a rate of \$30.00 for 30 minutes and a 3:1 workload model/consult at a rate of \$30.00 for 30 minutes, as recommended by the Chief School Administrator.

4. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve mid –year Student Safety Data System Report (SSDS) for the 6 month period ending December 31, 2017, to the Division of Learning Supports and Specialized Services, as recommended by the Chief School Administrator.

5. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve Change Order # 3 (credit) for the Luther Lee Emerson School Boiler Installation Project, NJDOE #03-1070-050-17-1000, to Pennetta Industrial Automation, in the amount of \$10,000 (credit) for the unused project contingency allowance, as recommended by the Chief School Administrator.

6. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve payment application #6 in the amount of \$2,657.15 for the Luther Lee Emerson School Boiler Installation Project, NJDOE # 03-1070-050-17-1000, to Pennetta Industrial Automation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

7. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve payment application #7 (final payment) in the amount of \$8,303.07 for the Luther

Lee Emerson School Boiler Installation Project, NJDOE # 03-1070-050-17-1000, to Pennetta Industrial Automation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

8. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve authorization to submit to the Executive County Superintendent of Schools and the New Jersey Department of Education a waiver request from participation, per NJAC 6A:23A-5.3, in the Special Education Medicaid Initiative Program (SEMI) for the 2018-2019 budget year. The Demarest Board of Education applies for this waiver due to the fact that it does not project to meet the required minimum of Medicaid eligible classified students, as recommended by the Chief School Administrator.

9. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve the bi-annual Statement of Assurance (SOA) for Paraprofessional Aides, for the 2017-2018 school year, as recommended by the Chief School Administrator.

10. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

### **School Board Recognition Month in New Jersey January 2018**

**WHEREAS,** The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

**WHEREAS,** The Demarest Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

**WHEREAS,** The Demarest Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

**WHEREAS,** New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

**WHEREAS,** New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS,** School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS,** Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS,** New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Education Progress scores and the preparation for college through advanced placement offerings and SAT assessments;

**NOW, THEREFORE, BE IT RESOLVED,** That the Demarest Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH; and

**BE IT FURTHER RESOLVED** That the Demarest Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

11. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present 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.

Name/Title	Event	Admission Cost
Regina Rohn, Basic Skills	NJIDA Conference Garwood, New Jersey March 9, 2018	\$205.00

**E. Support Services – Fiscal Management**

1. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote of those present to confirm the December 22, 2017 payroll in the amount of \$452,691.77.
2. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote of those present to confirm January 15, 2018 payroll in the amount of \$376,014.38.
3. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote of those present to approve the December 2017 in office checks in the amount of \$285,293.48 and January 16, 2018 budget checks in the amount of \$155,661.53 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 421,025.43
12 Capital Outlay	\$ 19,567.29
20 Special Revenue Funds	<u>\$ 362.29</u>
Total Bills:	\$ 440,955.01

4. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote 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 December, 2017, 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. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote 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 December, 2017 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. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote of those present to acknowledge receipt of the November 2017 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
7. It was moved by Verna seconded by Kirtane and approved by unanimous voice vote of those present to confirm the following budget transfers December 2017:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-150-100-320	Reg Instruction Home Instr Purch Prof Ed Svcs	\$ 2,640
11-000-223-110	Instructional Staff Training Salaries	900
11-000-261-832	Required Maint Interest Lease Purch Agmnts	648
12-000-400-450	Capital Outlay Construction Services	18,755
12-000-400-721	Capital Outlay Lease Purchase Principal	<u>150,000</u>
		\$ 172,943

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-150-100-101	Reg Instruction Home Instr - Salaries	\$ 2,640
11-000-223-320	Instr Staff Training Purch Prof Ed Svcs	900
11-000-261-890	Required Maint Other Objects	648
12-000-400-334	Capital Outlay Architect/Engineer	18,755
12-000-400-421	Capital Outlay Lease Purchase Principal	<u>150,000</u>
		\$172,943

**F. Other**

1. It was moved by Governale, seconded by Kirtane 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, February 13, 2018, 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**

None at this time

**XIV. NEW BUSINESS**

None at this time

**XV. PUBLIC DISCUSSION**

- A. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. Mr. Schliem of 207 Hardenburgh Ave. asked about the review of curriculum and the Curriculum Committee.
- C. It was moved by Cantatore, seconded by Governale and approved by unanimous voice vote of those present to close the meeting to public discussion.


XVI. EXECUTIVE SESSION

- A. There was no motion to enter the Executive Session.

XVII. ADJOURNMENT

- A. It was moved by Verna, seconded by Kirtane and approved by unanimous voice vote to adjourn the meeting at 7:41 P.M.

Sincerely,



Thomas Perez  
Business Administrator and Board Secretary