

# DEMAREST BOARD OF EDUCATION

## MINUTES – COW AND REGULAR MEETING

*August 16, 2016*

6:30 P.M.

### I. OPENING

A. Meeting called to order.

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, Molina, Woods, Holzberg, Kirtane and Verna were absent. Also present: Mr. Fox, Superintendent; 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. Contractual matter – Financial Services
2. Personnel – Teaching Staff Position

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 Cantatore, seconded by Woods and approved by unanimous voice vote of those present to reopen the Regular Meeting to the public.
- B. Roll Call: Alevrontas, Cantatore, Molina, Woods, Holzberg, Kirtane and Verna were absent.

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Molina, seconded by Woods and approved by unanimous voice vote of those present to accept the minutes of the COW and Regular Meeting on July 19, 2016, and Executive Session on July 19, 2016.

VI. CORRESPONDENCE

None

VII. BOARD PRESIDENT'S REPORT

None

VIII. SUPERINTENDENT'S REPORT

None

IX. OTHER REPORTS/PRESENTATIONS

None

X. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Molina, 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: There was no public discussion.
- D. It was moved by Molina, seconded by Woods and approved by unanimous voice vote of those present to close the meeting to public discussion limited to agenda items.

ACTIONS**A. Instruction – Staffing**

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve Kristen Gronek, Special Education Teacher at LLE, .625, BA, Step 1, for the 2016/2017 school year, as recommended by the Chief School Administrator.
2. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve the request of Julie Worgul, Resource Room Teacher, for a paid maternity leave of absence (NJFLA/FMLA and Child Rearing Leave) from October 5, 2016 through February 17, 2017 and an extended unpaid leave of absence from February 20, 2017 through February 28, 2017, as recommended by the Chief School Administrator.
3. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve guide movement for the following teaching staff for the 2016/2017 school year effective September 1, 2016, as recommended by the Chief School Administrator.

Colleen Appelblatt	From MA + 32	To MA + 45
Janet Guirguis	From BA + 16	To MA
Shannon Liik	From BA	To BA + 16
Alexandria O'Hara	From MA + 16	To MA + 32
Danielle Ruberto	From BA + 16	To MA

4. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve Lisa Kessler, as a substitute teacher for the 2016/2017 school year, as recommended by the Chief School Administrator.

**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 two (2) Special Education tuition contracts with Windsor Bergen Academy, student ID#'s 1798756709 and 6149152319 for the 2016/2017 school year at a cost of \$64,021.41 per student, as recommended by the Child Study Team.
2. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to amend resolution B2 from July 19, 2016 adjusting tuition rates from \$890 to \$1,182 and from \$550 to \$670 respectively, as recommended by the Child Study Team.
3. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve out of district placement in the Region III Valley Program for student #849150919 for the 2016/2017 school year and extended school year, July 1, 2016 – June 30, 2017, in the amount of \$72,461, as recommended by the Child Study Team.
4. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve contract with NVRHS for Summer Orton Gillingham Program for student #3349126918 at a rate of \$670, as recommended by the Child Study Team.
5. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve the contract with New Jersey Commission for the Blind and Visually Impaired for student #4321005687 for the 2016/2017 school year at a cost of \$14,300, as recommended by the Child Study Team.
6. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve the agreement with Success For All Foundation, Inc. in the amount of \$13,844.50 for Curiosity Corner, the Pre-K Program curriculum. The cost includes professional development, materials and supplies as recommended by the Chief School Administrator.

**XI. ACTIONS****B. Instruction – Pupils/Programs**

7. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve a Non-Domiciled Tuition Agreement with Mr. and Mrs. Gewirtz for their child, student #1909277958, to attend fifth grade at Demarest Middle School for the 2016/2017 school year, at an annual rate of \$18,379, recommended by the Chief School Administrator.

8. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve a Non-Domiciled Tuition Agreement with Mr. and Mrs. Salmirs for their child, student #5546902849, to attend eighth Grade at Demarest Middle School for the 2016/2017 school year, at an annual rate of \$18,572, recommended by the Chief School Administrator.

9. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve a Non-Domiciled Tuition Agreement with Mr. and Mrs. Anavim for their child, student #4230725542, to attend fourth grade at Luther Lee Emerson School for the 2016/2017 school year, at an annual rate of \$18,379, recommended by the Chief School Administrator:

**C. Support Services – Staffing**

1. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote of those present to approve the employment of Liz Galow as a substitute nurse for the 2016/2017 school year at a rate of \$200 per day, as recommended by the Chief School Administrator.

2. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote of those present to approve to approve the Elena Cami, Step 1, as a One to One Aide for student # 5941246935, for the 2016/2017 school year, as recommended by the Chief School Administrator.

3. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote of those present to approve to approve Patricia Hefter as a lunch aide, Step 1, for the 2016/2017 school year, as recommended by the Chief School Administrator.

4. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote of those present to approve to approve Elena Cami as a volunteer for the Girls' Volleyball team, for the 2016/2017 school year, as recommended by the Chief School Administrator.

5. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote of those present to approve to approve Ariana Glogower, Step 1, as an instructional aide at Luther Lee Emerson for student ID # 9527396878, for the 2016/2017 school year, not to exceed 29 hours weekly, based on the Student's Individual Education Plan (IEP), as recommended by the Chief School Administrator.

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

1. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the second reading of Policy and Regulations, Sections 9000, as recommended by the Chief School Administrator:

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

2. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to adopt the final reading of the following Policy & Regulations:

Policy 1140	Affirmative Action Program
Policy 1523	Comprehensive Equity Plan
Policy 1530	Equal Employment Opportunities
Policy 1550	Affirmative Action Program for Employment and Contract Practices
Policy 2200	Curriculum Content
Policy 2260	Affirmative Action Program for School and Classroom Practices
Policy 2411	Guidance Counseling
Policy 2423	Bilingual and ESL Education
Policy 2610	Educational Program Evaluation
Policy 2622	Student Assessment
Policy 5750	Equal Educational Opportunity
Policy 5755	Equal Educational Programs and Services
Regulation 1530	Equal Employment Opportunity Complaint Procedure
Regulation 2200	Curriculum Content
Regulation 2411	Guidance and Counseling
Regulation 2423	Bilingual and ESL Education

3. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the following vendors for Psychiatric Evaluations for the 2016/2017 school year, as recommended by the Chief School Administrator.

Dr. Leslie Nagy	1029 Teaneck Road	Teaneck, NJ 07666	201-833-2025
Dr. Charles Wuhl	163 Engle Street	Englewood, NJ 07631	201-569-2228
Dr. Justin Paltowitz	60 Grand Ave Suite 102	Englewood, NJ 07631	201-608-1670
Dr. Mark Faber	594 Valley Road	Montclair, NJ 07043	973-746-6711
West Bergen Mental Health Care Center for Children and Youth (Only MD) Access Center for emergency clearance	One Cherry Lane	Ramsey, NJ 07446	201-967-4000
Bergen Regional Medical Center ( used in case of emergency )	230 E Ridgewood Ave	Paramus, NJ 07652	201-967-4000
The Kahane Center	401a S Van Brunt Street	Englewood, NJ 07631	201-894-9011

4. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to accept the following resolution:

**WHEREAS**, the Superintendent has presented his action plan for proposed merit bonus criteria to the Board for the 2016-2017 school year in accordance with Article IV, Item 2, of this Employment Agreement: and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby approves of the Superintendent's action plan for the attainment of merit criteria for the 2016-2017 school year in accordance with the merit provision for additional compensation contained in the Superintendent's Employment Agreement: and

**BE IT FURTHER RESOLVED**, that the Superintendent is hereby authorized to submit his proposed action plan for the attainment of the merit criteria set fourth therein to the Executive County Superintendent for the review and approval in accordance with N.J. A. C. 6A:23A-3.1, as per attachment.

VI. ACTIONS

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

5. It was moved by Molina, seconded by Woods and approved by unanimous voice vote of those present to approve the Professional Development Plan (as on file in the Superintendent's Office) for the 2016/2017 school year, as recommended by the Chief School Administrator.

6. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the Mentoring Plan for the 2016/2017 school year, as recommended by the Chief School Administrator.

7. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the updated Biosecurity Plan, as recommended by the Chief School Administrator.

8. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the PTO wishlists for the 2016/2017 school year, as recommended by the Chief School Administrator.

9. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve OMNI Group to provide third party administrative services in connection with the district's 403 (b) and 457 (b) programs, as recommended by the Chief School Administrator.

10. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the contract with Bergen County Special Services District for Hospital Instruction at a rate of \$65.00 per hour for the 2016/2017 school year, as recommended by the Chief School Administrator.

11. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve all Board Members, the Chief School Administrator, and the School Business Administrator to attend the NJSBA 2016 Workshop in Atlantic City, NJ from October 25<sup>th</sup> to 27<sup>th</sup> 2016. The cost of registration, travel, lodging, and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

12. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve renewal of insurance coverage with Worth Ave. Group at \$66 per unit for Apple MacBook Air computers utilized in grades 5-8 as part of the district's one to one initiative, as recommended by the Chief School Administrator.

13. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to increase student lunch prices \$0.10 for the 2016/2017 school year. County Road School and Luther Lee Emerson School lunch prices will increase from \$3.70 to \$3.80, and Demarest Middle School with increase from \$3.80 to \$3.90, as recommended by the Chief School Administrator.

14. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Transportation Route #1-2016 for the 2016/2017 school year, as recommended by the Chief School Administrator.

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

15. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Tom Perez, School Business Administrator, to participate in the 2016/2017 NJASBO Professional Development Program at a cost of \$650, as recommended by the Chief School Administrator.

16. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Your Way Construction, Inc. Change Order #1 for the Luther Lee Emerson School Parking and Driveway Addition, NJDOE Project #1070-050-15-2000, in an amount of \$1, 307.58. as recommended by the Chief School Administrator.

17. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Anchor Fence Contractors, Inc. to install 2 swing gates at Luther Lee Emerson School in the amount of \$4,806, as recommended by the Chief School Administrator.

18. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Demarest Middle School to hold the Breast Cancer Walk on Saturday, October 16, 2016, rain date being October 23, 2016, as recommended by the Chief School Administrator.

19. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve the Demarest PTO to hold a Buddy Program Group Playdate on Sunday, September 4, 2016, from 2:00PM to 6:00PM, at Luther Lee Emerson School, as recommended by the Chief School Administrator.

20. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Acacia Financial Group, Inc. to provide financial advisory services in connection with the refunding of the district's Series 2007 School Refunding Bonds at a cost of \$10,500. Additionally, Acacia Financial Group, Inc. will provide financial services in connection with on-going annual disclosure and filing of certain financial information notices with regards to the provisions of Rule 15c2-12(b)(5) at an annual fee of \$500, as recommended by the Chief School Administrator:

21. It was moved by Molina, seconded by Woods and approved by unanimous roll call vote of those present to approve Your Way Construction, Inc. Change Order #2 for the Luther Lee Emerson School Parking and Driveway Addition, NJDOE Project #1070-050-15-2000, in an amount of \$8,533.95, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve the following budget transfers for July 2016:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-213-330	Health Services Other Purch Prof Svcs	\$ 523
11-000-218-320	Guidance Purchased Prof Ed Services	56
11-000-221-320	Improv of Instruction Purch Prof Ed Svcs	6,900
11-000-251-105	Central Services Salaries	850
11-000-251-610	Central Services Supplies & Materials	379
11-000-262-110	Custodial Salaries	700
11-000-263-610	Care & Upkeep of Grounds General Supplies	1,000
11-240-100-610	Bilingual General Supplies	545
11-000-219-610	CST Supplies & Materials	140
12-000-400-334	Capital Outlay Arch/Engineer Services	15,200
12-110-100-730	Capital Outlay Equipment Grades K	<u>5,000</u>
		\$ 31,293

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

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-211-105	Attendance Salaries	\$ 523
11-000-218-105	Guidance Salaries	56
11-000-221-104	Improvement of Instruction Salaries	6,900
11-000-251-104	Central Services Salaries	850
11-000-252-340	Admin Info Tech Purchased Tech Services	379
11-000-263-110	Care & Upkeep of Grounds Salaries	200
11-000-263-420	Care & Upkeep of Grounds Repairs Maintenance	1,000
11-000-270-161	Transportation Salaries for Pupil Transport	500
11-240-100-320	Bilingual Purchased Prof Ed Services	545
11-000-219-590	CST Other Miscellaneous Purchased Svcs	140
12-000-400-450	Capital Outlay Construction Services	15,200
12-105-100-730	Capital Outlay Equipment Pre-K	<u>5,000</u>
		\$ 31,293



XI. ACTIONS

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

2. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to confirm the July 16<sup>th</sup> – 30<sup>th</sup>, 2016 payroll in the amount of \$73,146.37.

3. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to confirm the August 1<sup>st</sup> 2016 – August 15<sup>th</sup>, 2016 payroll in the amount of \$75,147.10.

4. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve the July 2016 in office checks in the amount of \$399,997.15 and August 2016 budget checks in the amount of \$302,350.03 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$484,944.18
12 Capital Outlay	<u>\$217,403.00</u>
Total	\$702,347.18

5. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call 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 July 31, 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.

6. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call 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 June 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.

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

**F. Other**

1. It was moved by Cantatore, seconded by Molina 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, September 13, 2016 at 6:00 PM and September 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.

XII. REPORTS

XIII. PUBLIC DISCUSSION

A. There was no public present at this time; therefore, the meeting was not opened to public discussion.

XIII EXECUTIVE SESSION (if necessary)

A. There was no additional time needed this evening.

XX. ADJOURNMENT

A. Move to adjourn at 8:11 PM

Respectfully submitted,



Thomas J. Perez  
School Business Administrator/Board Secretary