

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

January 19, 2016

I. OPENING

A. The meeting was called to order at 7:00 p.m. in the library at County Road School.

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, Kirtane, Verna, Woods and Holzberg were present. Molina was absent. Also present: Mr. Fox, Superintendent; Mr. Perez, Board Secretary; Mr. Mazzini and Mr. Regan, Principals; Kelly Stevens, Curriculum Supervisor

II. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

III. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone and commented how nice it is to see everyone here at a meeting. She turned the meeting over to Mr. Fox.

IV. SUPERINTENDENT'S REPORT

Mr. Fox stated this is a special meeting. January is Boards of Education Recognition month, where we can thank the board for all their hard work and time. Mr. Fox explained tonight we are also celebrating another championship, as Demarest students won the Bergen Brain Busters competition.

Bergen Brain Busters Presentation

Mr. Fox asked 2 students in the audience to stand up and explain how the competition works. The students described Brain Busters as a Jeopardy style trivia competition and explained how the meets work. Mr. Gonzales, the Brain Busters coach, then clarified there are 30 teams from 15 towns, most of which are from Northern Valley. He noted three seventh graders from Demarest made it to 2nd place this year, where most of the competitors are 8th graders. Mr. Gonzales praised the participants, noting how the teams came out to win and were dedicated, hard-working and positive. Each team member was presented with a certificate of achievement and pictures were taken. The group then presented the principal, Mr. Regan, with the trophy.

Following the pictures, Mr. Fox said the students and parents were welcome to stay for the rest of the meeting but recommended they go home to complete their homework. There was a short break in the meeting while people exited.

IV. SUPERINTENDENT'S REPORT (Continued)

At 7:15, the meeting resumed and Mr. Fox continued his report. He thanked the administrative staff for an excellent staff training session on Martin Luther King Day and thanked the PTO for providing the food. The presenter that day was Dave Marra from Apple who provided a lot of valuable information and spoke to staff about new programs. Mr. Fox also spoke about the pre-school survey, which is being distributed today. He noted that Tom Perez is working on the budget and will be meeting with principals in the next week. Mr. Fox commented on the very high staff morale, noting everyone is happy and always smiling. The teachers have been participating in many professional development programs recently including the 'Learning Walk' which Ms. Stevens will explain later. He reminded everyone the Northern Valley referendum vote is coming up in March. Mr. Fox spoke about the bomb threats received today across the county. Demarest did not receive any threats, but we have again reviewed our security practices and police were present in the schools all day.

V. OTHER REPORTS/PRESENTATIONS

In acknowledgment of School Boards Recognition Month, Board member Kirtane thanked President Holzberg for her leadership and being an excellent role model.

Presentation of Electronic Violence and Vandalism Report (Mid-Year Harassment, Intimidation and Bullying Report)

Mr. Regan presented the semi-annual Harassment, Intimidation and Bullying (HIB) Report. There were zero HIB incidents between July 2015 and December 2015. We have been providing trainings to staff and education to the students. Our HIB grade for the 2014/2015 school year is 67/78. The Electronic Violence and Vandalism Report (EVVRS) has been completed and processed electronically to the New Jersey Department of Education.

Principal's Reports

Mr. Regan presented the board with a hand-made thank you card from the students. He reviewed the current events of the middle school including "Day in Clay", the 5th/6th Grade Dance, holiday concerts, fossils program, spelling bee and talent show. The K.A.R.E. Club with the Student Council raised \$1200 for Table-to-Table and donated numerous bags of clothing to families in Egypt. Mr. Sorge brought his 8th grade English class to visit 3rd graders in LLE and Mrs. Werner's Engineering/Robotics Club field trip. The DMS Press, our school newspaper, has issued its second edition, which was printed with funds provided by the PTO. The middle school basketball team is performing well.

Mr. Mazzini presented thank you cards from first and third graders to the board for school boards recognition month. He spoke about the events at CRS and LLE including the winter concerts, Polar Express Night which brought about 300 people and Curriculaughs poetry program. Ms. Forma and Ms. Ryan have begun STEM projects at LLE. One of our students has been selected as one of 30 semi-finalists for Partnership for a Drug-Free NJ poster contest. The 4th graders are greatly enjoying the 1:1 device program. Luther Lee Emerson School will hold a community night to showcase the outdoor learning in the spring. Mr. Mazzini also spoke about the upcoming kindergarten registration. He explained that new kindergarten students and their parents will visit the current kindergarten class in May and we will be removing the evening session. We may also reduce the number of registration days next year from five to three or four.

The Learning Walk

Kelly Stevens, Curriculum Coordinator, presented information on a new staff program in district called the Learning Walk. The program, which began in October, provides an opportunity for staff to learn from each other. Teachers sit in on their colleague's classes for periods of seven to ten minutes. These observations are not evaluative or negative but rather are used to find great ideas. If a teacher opts into the program, they must agree to be observed as well as observing others. The program began at DMS but has been brought to LLE and CRS. Both new and veteran teachers are participating and more are continuing to join.

VI. APPROVAL OF MINUTES OF THE MEETINGS

A. It was moved by Woods, seconded by Verna and approved by unanimous voice vote to accept the minutes of the Executive Session and Combined COW/Regular Meeting held on December 22, 2015.

VII. CORRESPONDENCE

Mr. Perez reviewed the correspondence received during the previous month.

VIII. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. There was no public present this evening, therefore, the meeting was not opened to public discussion.

IX. ACTIONSA. Instruction – Staffing

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote to approve guide movement for the following teaching staff for the 2015/2016 school year effective February 1, 2016, as recommended by the Chief School Administrator.

		<u>Current Placement</u>	<u>New Placement</u>
Lori Cohen	Grade 4 Teacher	MA, Step 11	MA+16, Step 11
Paige Sydoruk	Grade 7 Science	MA+16, Step 7	MA+32, Step 7
Gabriela Torres	Grade 6-8 Resource Room	BA, Step 4	BA+16, Step 4
Julia Verno	Grade 6-8 Resource Room	BA+32, Step 3	MA, Step 3

B. Instruction – Pupils/Programs

1. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote to adopt the 2016/2017 District Student Calendar, as recommended by the Chief School Administrator (as distributed).

2. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote to confirm two Tuition Contracts with Windsor Bergen Academy for Student ID #'s 1798756709 and 6149152319 in the amount of \$29,548.05 each (\$276.15 per diem) for the 2015/2016 school year beginning January 4, 2016, as recommended by the Child Study Team.

3. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote to confirm a Non Domiciled Tuition Agreement with Mrs. Hannah Lee for her child to attend Demarest Public Schools during the 2015/2016 school year beginning January 4, 2016 as a non-resident pending domicile, at an annual rate of \$17,025 for Eighth Grade, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote to acknowledge the 2015 Demarest Bergen Brain Busters Team as the December 17, 2015 regional winners, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve the amended per diem rate for (Kenia) Liz Galow as a substitute nurse for the 2015/2016 school year of \$200 per day, previously approved in Resolution C-3 on November 17, 2015 at a substitute teacher per diem rate of \$85 per day, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve Julie Worgul, Grade 5-8 Resource Room Teacher, to attend the NJ Speech-Language-Hearing Association Annual Conference held on March 9, 2016 in Garwood, NJ at a cost of \$180 for registration with statutory mileage reimbursement per NJ OMB guidelines, as recommended by the Chief School Administrator.

2. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to accept and submit the Mid-Year Electronic Violence and Vandalism Report (EVVRS) (Mid-Year Harassment, Intimidation and Bullying Report) for the 6-month period ending December 31, 2015, to the Division of Student Services, Office of Education Support Services, as recommended by the Chief School Administrator.

IX. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

3. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the request of the Demarest Summer Recreation Camp to use Luther Lee Emerson School from 8:30 a.m. to 2:00 p.m. Monday – Friday from June 25, 2016 through August 5, 2016, as recommended by the Chief School Administrator.

4. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve Change Order No. 001 for Project DBE001 Classroom Upgrade Project at County Road School, in the **credit** amount of \$5,000 for the unused project contingency allowance, as recommended by the Chief School Administrator.

5. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the third and final payment in the amount of \$35,135 to T.M. Brennan Contractors, Inc. for the County Road School classroom upgrade project, as reviewed by EI Associates and as recommended by the Chief School Administrator.

6. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the following resolution, as recommended by the Chief School Administrator:

RESOLUTION

WHEREAS, The New Jersey School Boards Association has declared January 2016 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 12th grade; and

WHEREAS, New Jersey's 4,800 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 (NAEP) scores and Advanced Placement offerings and test scores.

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 2016 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.

IX. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

7. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the request of Rebel 76 Soccer (Vikings Soccer Club) to use the gymnasium at County Road School for youth soccer programs on Thursdays from 4:30 p.m. to 5:30 p.m. beginning January 21, 2016 through March 31, 2016 at a rate of \$50 per hour, as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

1. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm the December 16 – 31, 2015 payroll in the amount of \$361,311.07.
2. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm the January 1 – 15, 2016 payroll in the amount of \$348,994.88
3. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to approve the December 2015 in-office checks and January 19, 2016 budget checks in the amount of \$380,215.68

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Fund Expense Funds	\$ 304,526.68
12 Capital Outlay	67,329.00
20 Special Revenue Funds	8,360.00

4. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm the following transfers for December 2015:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
12-110-100-730	Capital Outlay Instructional Equip Gr K	1,730
12-130-100-730	Capital Outlay Instructional Equip Gr 5-8	1,444
11-000-219-610	CST Supplies & Materials	162
11-000-230-500	General Admin Other Purchased Services	1,000
11-000-240-103	School Admin Principal Salaries	5,491
11-000-240-610	School Admin Supplies & Materials	500
11-206-100-106	Visual Impair Other Salaries for Instruction	500
11-213-100-610	Resource Room Materials & Supplies	350
		<u>\$ 11,177</u>

<u>To:</u>	<u>Account</u>	<u>Amount</u>
12-120-100-730	Capital Outlay Instructional Equip Gr 1-5	3,174
11-000-219-890	CST Other Objects	162
11-000-230-585	General Admin BOE Other Purch Services	1,000
11-000-240-199	School Admin Unused Vacation Retired Staff	5,491
11-000-240-890	School Admin Other Objects	500
11-204-100-610	LLD General Supplies	200
11-212-100-610	MD General Supplies	500
11-213-100-500	Resource Room Other Purchased Services	150
		<u>\$ 11,177</u>

5. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote 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 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.

IX. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

6. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote 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 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.

7. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to acknowledge receipt of the November 30, 2015 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

F. Other

1. It was moved by Alevrontas, seconded by Verna and approved by unanimous voice vote to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, February 23, 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.

X. COMMITTEE REPORTS

Mr. Fox stated there will be a Finance, Buildings and Grounds, Policy and Personnel committees meetings scheduled in the near future. There is currently no need for either Curriculum or Evaluation committee meetings.

XI. PUBLIC DISCUSSION

There was no public present this evening.


XII. NEW BUSINESS

None presented.

XIII. ADJOURNMENT

A. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote to adjourn at 8:25 p.m.

Respectfully submitted,



Thomas J. Perez

School Business Administrator/Board Secretary