

# DEMAREST BOARD OF EDUCATION

## AGENDA – REGULAR MEETING

March 22, 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, Kirtane, Molina, Verna, Woods, Holzberg

### II. ADJOURN TO EXECUTIVE SESSION

A. The Board has determined it will enter into Executive Session for the following reasons:

1. Personnel resignation and appointment

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.

*Moved by:*

*Seconded:*

*Action (v):*

### III. REOPEN PUBLIC MEETING

A. Move to reopen the Regular Meeting to the public.

*Moved by:*

*Seconded:*

*Action (v):*

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

### IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

A. Move to accept the minutes of the:

Executive Session – February 23, 2016  
COW/Regular Meeting – February 23, 2016

*Moved by:*

*Seconded:*

*Action (v):*

VI. CORRESPONDENCE

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

IX. OTHER REPORTS/PRESENTATIONS

X. REVIEW OF AGENDA

A. Board members review 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):*

XI. ACTIONS

**A. Instruction – Staffing**

None

**B. Instruction – Pupils/Programs**

1. Move to approve the Northern Valley 2016 Track schedule as follows, as recommended by the Chief School Administrator:

Date	Host	Schools	Site
May 5, 2016	Demarest	Demarest, Harrington Park, Norwood, Old Tappan	NVRHS-Old Tappan
May 12, 2016	Old Tappan	Demarest, Haworth, Norwood, Old Tappan	NVRHS-Old Tappan
May 19, 2016	NVRHS-Demarest	Demarest Haworth, Closter	NVRHS-Demarest
June 1, 2016	Norwood	Demarest, Haworth, Norwood	NVRHS-Demarest
June 7, 2016	NVRHS-Demarest	Demarest side championship	NVRHS-Demarest

*Moved by:*

*Seconded:*

*Action (RC):*    A    C    K    M    V    W    H

XI. ACTIONS (Continued)

**B. Instruction – Pupils/Programs (Continued)**

2. Move to approve to approve the Eighth (8<sup>th</sup>) Grade Graduation to be held Tuesday, June 21, 2016 at 5:30 p.m., as recommended by the Chief School Administrator.

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

3. Move to accept a donation of \$1,000 from the Demarest Nature Center to help offset the cost of a field trip to the Health Barn for second grade and a trip to Liberty Science Center for third grade, as recommended by the Chief School Administrator.

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

**C. Support Services – Staffing**

1. Move to accept the notice of resignation from Dawn Delasandro, Assistant Business Administrator, effective April 29, 2016, as recommended by the Chief School Administrator.

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

2. Move to approve the request of Kimberly Alicea, Instructional Aide at DMS, for a paid medical leave of absence from February 1, 2016 through March 3, 2016 and an extended unpaid leave of absence for a period of time to be determined, as recommended by the Chief School Administrator.

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

3. Move to appoint Frank Mazzini, Principal Gr. K-4, as Affirmative Action Officer for the 2016/2017 school year.

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

4. Move to approve Aram Yakoubian, Custodian, to receive a Longevity Stipend in the amount of \$1,000 prorated, effective April 1, 2016 for the remainder of the 2015/2016 school year, as recommended by the Chief School Administrator.

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

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

1. Move to approve the attendance of Diane Holzberg, Board President, at the NSBA Advocacy Institute Conference on June 12-14, 2016 in Washington, D.C. at a cost of \$695 for registration with hotel, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator. This was rescheduled from January 24-26, 2016 due to weather and previously approved on December 22, 2015, Resolution D-1.

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

2. Move to approve the request of Vikings Soccer Club to use Demarest Middle School field for soccer on Tuesdays and Fridays 5:00 – 8:00 p.m. and Luther Lee Emerson School fields for soccer on Mondays – Thursdays 5:00 – 8:00 p.m. for the period of March 23, 2016 through June 16, 2016, at a rate of \$25 per hour, as recommended by the Chief School Administrator.

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

XI. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

3. Move to reschedule the June Regular Board meeting from Tuesday, June 21, 2016 to Monday, June 20, 2016 to accommodate 8<sup>th</sup> Grade Graduation, as recommended by the Chief School Administrator.

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

4. Move to approve the second reading and adoption of the following revised Policies and Regulations, as recommended by the Chief School Administrator:

Policy/Regulation Section 1000	Community Relations
Policy/Regulation Section 2000	Administration
Policy/Regulation Section 5000	Pupils
3240 Policy/Regulation	Professional Development for Teachers and School Leaders
4240 Policy	Employee Training

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

5. Move to approve job description for Assistant to the Business Administrator/Board Secretary; Accounts Payable, as recommended by the Chief School Administrator.

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

6. Move to award the contract for Driveway Addition and Parking Lot Expansion at Luther Lee Emerson School (State Project # 03-1070-050-15-2000) to the lowest responsible bidder, Your Way Construction, Inc. of Irvington, NJ, as a result of the public bid held on March 10, 2016, for a total cost of \$271,673 based on the information below (and as on file in the Board of Education office), as reviewed and recommended by EI Associates and the Chief School Administrator:

<b>Contractor</b>	<b>Total Bid</b>	<b>Base Bid</b>	<b>Allowance</b>
Your Way Construction, Inc.	271,673	253,673	18,000
A. Macchione Brothers	303,825	285,825	18,000
Berto Construction	328,073	310,073	18,000
D&L Paving	425,179	407,179	18,000

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

7. Move to approve the Comprehensive Equity Plan for 2016/2017 and submit to the Bergen County Superintendent, as recommended by the Chief School Administrator.

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

XI. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

8. Move to adopt the following resolution, as recommended by the Chief School Administrator:

**WHEREAS**, there exists a need for special counsel for special education matters for January – June 2016 and

**WHEREAS**, funds are available for this purpose,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Borough of Demarest as follows:

a) That Fogarty & Hara, Counselors at Law, be retained as Special Legal Counsel for Special Education matters for the period January 2016 – June 2016 at a fee not to exceed \$175.00 per hour.

b) This contract is awarded without competitive bidding as a *Professional Service* under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to practice law.

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

E. Support Services –Fiscal Management

1. Move to confirm the February 16 – 29, 2016 payroll in the amount of \$350,348.38

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

2. Move to confirm the March 1 – 15, 2016 payroll in the amount of \$345,075.22

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

3. Move to approve the February 2016 in-office checks and March 22, 2016 budget checks in the amount of \$976,344.81

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Fund Expense Funds	\$ 395,087.19
12 Capital Outlay	38,040.13
20 Special Revenue Funds	8,979.99
40 Debt Service Funds	543,237.50

Moved by: *Action (RC):*    A    C    K    M    V    *Seconded:*  
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 February 29, 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.

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

XI. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

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 February 29, 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.

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

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

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

7. Move to confirm the following transfers for January 2016:

From:	Account	Amount
11-230-100-610	Basic Skills General Supplies	1,315
11-000-219-500	Child Study Team Other Purchased Services	1,000
11-000-270-511	Transportation Svcs Contracted Svcs Home/School	<u>2,000</u>
		<u>\$ 4,315</u>
To:	Account	Amount
11-212-100-610	Multiple Disabilities General Supplies	1,315
11-000-219-390	Child Study Team Other Purch Prof/Tech Svcs	1,000
11-000-270-512	Transp Svcs Contracted Svcs Other Than Home/Schl	<u>2,000</u>
		<u>\$ 4,315</u>

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

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, April 19, 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.

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

XI. 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, April 26, 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.

*Moved by:*

*Seconded:*

*Action (v):*

XII. COMMITTEE REPORTS

XIII. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

*Moved by:*

*Seconded:*

*Action (v):*

B. Move to close the meeting to public discussion.

*Moved by:*

*Seconded:*

*Action (v):*

XIV. NEW BUSINESS

XV. EXECUTIVE SESSION (AS NEEDED)

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

*Moved by:*

*Seconded:*

*Action (v):*

B. Move to close the Executive Session and reenter the public session.

*Moved by:*

*Seconded:*

*Action (v):*

XVI. ADJOURNMENT

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

*Moved by:*

*Seconded:*

*Action (v):*

# DEMAREST BOARD OF EDUCATION

## ADDENDUM TO AGENDA – COW/REGULAR MEETING

March 22, 2016

6:30 P.M.

### XI. ACTIONS (Continued)

#### B. Instruction – Pupils/Programs (Continued)

##### Add Resolutions No. 4-5

4. Move to approve the following students to participate in senior service for the 2015/2016 school year, as recommended by the Chief School Administrator:

<u>Demarest Middle School</u>	<u>Demarest Middle School</u>	<u>Luther Lee Emerson School</u>
Robert Berger	Sam Koch	Courtney Geisenheimer
Leeor Bentovim	Spencer Levinson	Jaclyn Grossbard
Jessica Braunstein	Maria Olivieri	Melissa Maisel
Matthew Garcia	Michelle Rodriguez	David Schachter
Alina Kim		

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

5. Move to approve Suzanne Calegari to provide Home Instruction effective immediately through April 22, 2016 (tentatively) for Student ID# 000202033 at a rate of \$33 per hour, not to exceed 10 hours per week, as recommended by the Chief School Administrator.

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

#### C. Support Services – Staffing (Continued)

##### Add Resolutions No. 5-6

5. Move to accept the notice of resignation from Lara Dominianni, Instructional Aide at Luther Lee Emerson School for Student ID #262017, effective March 24, 2016, as recommended by the Chief School Administrator.

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

6. Move to approve the provisional employment and award a Memorandum of Agreement to Kendall Near as Assistant to the Business Administrator/Board Secretary; Accounts Payable effective on April 11, 2015, 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).

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

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

##### Amend Resolutions No. 7, to change effective years

7. Move to approve the Comprehensive Equity Plan for the 2016-2017 through 2018-2019 school years and the Statement of Assurance, and authorize the submission of the proposed plan to the County Superintendent, as recommended by the Chief School Administrator.

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