

# DEMAREST BOARD OF EDUCATION

## REGULAR MEETING AGENDA

County Road School – Media Center  
February 12, 2019  
6:30 P.M.

### I. OPENING

- A. Meeting called to order.
- B. Roll Call: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg

### II. ADJOURN TO EXECUTIVE SESSION

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

- Student Matter(s)
- Contractual Matter

- 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

V. ROLL CALL

A. Roll Call: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg

VI. APPROVAL OF MINUTES OF THE MEETINGS

- January 22, 2019 COW and Regular Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

- Auditors letter to the Board

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- Principal Reports
- Presentation of 2017-2018 CAFR

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 the provisional employment of the following, substitute teachers for the remainder of the 2018/2019 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.

- Danielle Spina
- Regina Morrissey
- Jillian Agnello
- Nicole Petri

2. Move to approve the provisional employment of Audrey Donahue, Physical Education and Health teacher at Demarest Middle School, at MA, Step 1, effective April 22, 2019 for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator. Regular

employment status would become effective upon candidates compliance with P.L. 1986 c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

**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 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	Level of Service	Cost
2273019823	Level 1	\$ 1,900.00*

\*prorated

2. Move to approve the following out of district student placement and tuition, associated related services, transportation and cost of 1:1 aide as applicable, effective January 30, 2019 for the remainder of the 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	Transportation	Term
5019762465	T. Baldwin Demarest Elementary, Old Tappan	\$60,000.00*	No	1/30-6/30

\*prorated

**C. Support Services – Staffing**

1. Move to accept the resignation of Caroline Lee, aide at Demarest Middle School, effective January 28, 2019, as recommended by the Chief School Administrator.

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

1. Move to approve acceptance of the 2017-2018 Comprehensive Annual Finance Report (CAFR) and the Auditors’ Management Report on Administrative Findings which contains no recommendations prepared by Nisivoccia, LLP, as recommended by the Chief School Administrator
2. Move to award to Eastern Datacom the contract to install the Lock Down and Emergency Notification System (LENS) at all three district schools in the amount of \$73,319. The price does not include raceway should it be needed to hide cabling. This contract is awarded under the terms and conditions of the bid awarded under ESCNJ Emergency Notification Systems Bid #18/19-16.
3. Move to approve the attached 2019/2020 school year calendar, as recommended by the Chief School Administrator.
4. Move to approve the following resolution, as recommended by the Chief School Administrator:

**RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP**

**WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and;

**WHEREAS**, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

**WHEREAS**, the Board of Education of Demarest has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Demarest does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted.

The renewal term is from **July 1, 2019 to June 30, 2022**.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

**E. Support Services – Fiscal Management**

1. Move to confirm the January 31, 2019 payroll in the amount of \$410,454.24.
2. Move to confirm the February 15, 2019 payroll in the amount of \$433,718.40.
3. Move to approve the January 2019 in office checks in the amount of \$326,926.69 and February 12, 2019 budget checks in the amount of \$82,747.34 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$404,560.20
12 Capital Outlay	\$ 4,232.50
20 Special Revenue Fund	<u>\$ 881.33</u>
Total Bills:	\$ 409,674.03

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 January 31, 2019, 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 January 31, 2019 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 the December 2018 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for January 2019.

To:	Account	Amount
11-402-100-610	Athletics General Supplies	\$ 4
11-000-230-331	General Administration Legal	20,000
11-000-240-610	School Administration Material & Supplies	5,000
11-000-251-592	Central Services Misc Purchased Services	7,500
11-000-251-610	Central Services Material & Supplies	5,000
11-000-252-610	Admin Info Technology Material & Supplies	<u>10,000</u>
Total		\$ 47,504

From:	Account	Amount
11-402-100-500	Athletics Other Purchased Services	\$ 4
11-000-291-270	Employee Benefits	<u>47,500</u>
Total		\$ 47,504

**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 March 12, 2019 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.