

DEMAREST BOARD OF EDUCATION

COW AND REGULAR MEETING MINUTES

County Road School – Media Center
August 21, 2018
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 7:00 pm.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Woods, Holzberg.
Absent: Verna
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/Board Secretary
- 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.

II. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

III. APPROVAL OF MINUTES OF THE MEETINGS

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

- July 17, 2018 COW & Regular Meeting Minutes
- July 17, 2018 Executive Meeting Minutes

IV. CORRESPONDENCE

Board Secretary Perez reviewed this month's correspondence:

- Ground lease approved by the Department of Education

V. BOARD PRESIDENT'S REPORT

Board President Holzberg recognized T. Alevrontas becoming a certified board member.

VI. SUPERINTENDENT'S REPORT

Superintendent Fox commented on the following:

- Noted R. Cazimoski/Facilities Manager, and his staff for all of their work this summer. Their many skills saved the district money.
- Kindergarten is being expanded to four classes from three.
- Thank you to the PTO for fulfilling the principals' wish lists

IX. OTHER REPORTS/PRESENTATIONS

Committee Reports

1. Ms. Cantatore gave a Curriculum and Instruction Committee report:
 - Math criteria are changing to give more students an opportunity to take the advanced track. Mr. Regan will call parents of eligible students.
 - Northern Valley curriculum guides were reviewed
2. Ms. Kirtane gave a Policy Committee report:
 - Numerous policies and regulations are on tonight's agenda detailed in section D. Policies/regulations related to equal employment/anti-discrimination are on for approval. Other policies/regulations are on for a first reading.

X. REVIEW OF AGENDA

- A. Board members reviewed the items.

There was no motion for public discussion being no one from the public was present.

XI. ACTIONS

A. Instruction – Staffing

1. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the re-appointment the following, as substitute teachers, for the 2018/2019 school year, as recommended by the Chief School Administrator:

FIRST NAME	LAST NAME
Lauren	Agresta
Su	Bai
Daniel	Barzelatto
Lucas	Bohmer
Jodi	Braunstein
Elena	Cami
Yoon Jin	Choi
Robin	Cody
Brooke	Columbo
Maria	Drummond
Regina	Eftychiou
Anne	Feifer
Darren	Fial
Liz	Galow
Kristina	Gorgone
Donna	Kemp
Lisa	Kessler
Julia	Kislevitz
Ellen	LaMendola

Mary Ellen	Lesko
John (Glenn)	Maletich
Virginia	Misa
Puja	Mody
Frank	Noviello
Maureen	Panagi
Matthew	Pease
Alyssa	Picinich
Mary Kate	Portera
Susan	Rokeach
Maria	Tullo
Hanna	Yun

2. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the following mentor/mentee, for the 2018/2019 school year, as recommended by the Chief School Administrator:

Mentor	Mentee
Maureen Desmond	Elvia Acosta

3. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve guide movement as follows for the 2018/2019 school year, as recommended by the Chief School Administrator:

Employee	From	To
Jessica Schoepflin	BA	BA+16

B. Instruction – Pupils/Programs

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve the following out of district student placements and tuition, associated related services, transportation and cost of 1:1 aide as applicable, for the 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1 to 1 Aide	Transportation	Term
8491500919*	Valley Program	\$75,019.00	Yes	Yes	7/5-6/30
5019762465*	Valley Program	\$75,019.00	Yes	No	7/5-6/30
7500508177	TIP Program	\$46,227.00	No	Yes	7/5-6/30
8491500919*	Valley Program	\$75,019.00	Yes	No	7/5-7/30

(*modified from 6/19 to include 1:1 aide)

2. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve the following out of district placement and tuition, associated related services, transportation and cost of 1:1 aide as applicable, for the 2018/2019 extended school year, as recommended by the Chief School Administrator:

Orton \$675.00. Region III \$960.00. Related services \$65.00 30 minutes

Student ID	School/Program	1 to 1 Aide	Transportation	Term
5345952464* 9527396878*	Region III related services and Orton	Yes	No	7/5-7/31
5876485963*	Region III and Orton	No	No	7/5-7/31

(modified from 7/17 to include 1:1 aides and additional services)

3. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve the following contracts with the Bergen County Special Services School District, Educational Enterprise Division for the 2018/2019 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1683624460	Teacher of Deaf	\$13,200.00
1683624460	Audiological Services	\$ 940.00

4. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Andrea and Robert Kessner (parents) for their child to attend kindergarten at an annual rate of \$22,002.00 as non-residents, domicile pending, as recommended by the Chief School Administrator.

5. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Karen Goldenkranz Brodsky and Josh Brodsky (parents) for their children to attend second grade at an annual rate of \$20,288.00 and sixth grade at an annual rate of \$20,973.00 as non-residents, domicile pending, as recommended by the Chief School Administrator.

6. It was moved by Alevrontas, seconded by Woods and approved by unanimous voice vote of those present to approve non-domiciled tuition agreement with Harrington Park Board of Education for student 4082064870 to attend the pre-k classroom in County Road School for the 2018/2019 school year at an annual rate of \$22,002.00 plus the cost of related services, as recommended by the Chief School Administrator.

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

BE IS RESOLVED that the Board of Education re-adopt all current written curriculum, courses, textbooks, supplemental resources, and software platforms of the district,

BE IT FURTHER RESOLVED, that the Board of Education approve the following 2018 updated Curriculum Guides:

2018 Updated Curriculum Guides (Aligned to New Jersey Student Learning Standards)

- 2018 K-12 English Language Arts Curriculum Guide
- 2018 K-12 Mathematics Curriculum Guide
- 2018 K-12 Science Curriculum Guide
- 2018 K-12 Social Studies Curriculum Guide
- 2018 K-12 World Language Curriculum Guide
- 2018 K-12 Visual and Performing Arts Curriculum Guide
- 2018 K-12 Comprehensive Health and Physical Education Curriculum Guide
- 2018 K-8 Dance / Theatre Curriculum Guide (K-8 only)

C. Support Services – Staffing

1. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the re-appointment of the following classroom aides, not to exceed 29

hours per week, for the 2018/2019 school year, as recommended by the Chief School Administrator:

CRS	Staff	Step
P3 & P4	Isora Abreu Doreen Cerrone Brooke Colombo Valbona Derguti Mary Kelly MaryEllen Lesko Virginia Misa Hannah Yun	Step 3 Step 2 Step 3 Step 4 Step 3 Step 2 Step 2 Step 2
1:1 (8287260873) (1909502897)	Kimberly Alicea Vega Mary Kate Portera	Step 5 Step 2
Special Education	Seong Min Chang Brenda Gensone	Step 2 Step 15
LLE		
1:1 (9961133651) (9527396878)	Lucas Bohmer Nancy Gillmer	Step 3 Step 2
Special Education	Su Bai Jodi Braunstein Dena Monopoli Maureen Panagi Michelle Whitney	Step 6 Step 6 Step 5 Step 5 Step 8
DMS		
Special Education	Rochelle Weiss Jeong Mi Lee Yoon Jin Choi Theresa Flannery Lauren Agresta Therese Fortunato	Step 25 Step 5 Step 4 Step 12 Step 5 Step 20
1:1 6211644704) (3421005687) (5941246935)	Leslie Berkman Hyewon Mohanram Lisa Kessler	Step 13 Step 7(+ 12.27/ hr Brailist) Step 4

2. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the provisional employment of Noreen Buoye, Step 7, as a Teacher's Assistant at Luther Lee Emerson School for the 2018/2019 school year (not to exceed 25 hours a week), 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) and N.J.S.A. 18A:6-7.7.

3. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to acknowledge recognition of service for the following staff, as recommended by the Chief School Administrator:

Staff Member	Years of Service
Jeanne Torre	15

4. It was moved by Cantatore, seconded by Kirtane and approved by unanimous voice vote of those present to approve the provisional employment of the following Instructional Aides, not to exceed 29 hours per week, for the 2018/2019 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) and N.J.S.A. 18A:6-7.7.

School/position	Name	Step
LLE/LLD	Cindy Wolfer	Step 1
DMS Special Ed	Carolyn Lee	Step 1
LLE Special Ed	Dawn Toto	Step 1
CRS 1:1 (6494369847)	Kaitlyn Kazalunas	Step 1

D. Support Services – Board of Education

1. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to adopt the following policies and regulations as revised:

- P 1550 Equal Employment/Anti-Discrimination
- Reg 1550 Equal Employment/Anti-Discrimination
- P 5512 Harassment, Intimidation and Bullying
- Reg 5512 Harassment, Intimidation and Bullying (ABOLISH)

2. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to adopt the first reading of the following policies and regulations:

- P 0154 Annual Motions and Designations
- P 0164 Conduct of Board Meeting
- Reg 2220 Curriculum Adoption
- P 2464 Gifted and Talented Students
- Reg 2464 Gifted and Talented Students
- P 5112 Entrance Age
- Reg 5112 Entrance Age
- P1613 Disclosure and Review of Applicant's Employment History
- Reg 1613 Disclosure and Review of Applicant's Employment History
- P 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Reg 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- P 2700 Services to Nonpublic School Students
- P 7100 Long-Range Facilities Planning
- Reg 7100 Long-Range Facilities Planning
- P 7101 Educational Adequacy of Capital Projects
- Reg 7101 Educational Adequacy of Capital Projects
- P 7102 Site Selection and Acquisition
- Reg 7102 NEW Site Selection and Acquisition
- P 7130 School Closing
- P 7300 Disposition of Instructional Property
- Reg 7300.1 ABOLISHED Disposition of Instructional Property
- Reg. 7300.2 Disposition of Land
- Reg 7300.3 Disposition of Personal Property
- Reg 7300.4 Disposition of Federal Property
- P 0169.02 Board member Use of Social Networks NEW
- P 5516.01 Student Tracking Devices NEW
- Reg 7101 Educational Adequacy of Capital Projects
- P 7425 Lead Testing of Water in Schools NEW

- P 7440 School District Security
- Reg 7440 School District Security
- P 7441 Electronic Surveillance in School Buildings and on School Grounds
- Reg 7441 Electronic Surveillance in School Buildings and on School Grounds
- P 8630 Bus Driver/Bus Aide Responsibility
- Reg 8630 Emergency School Bus Procedures
- P 9242 Use of Electronic Signatures NEW

3. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the PTO request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Group/Event	Date(s)Time(s)	Location
PTO Meetings	9/13, 8:30 A.M.	DMS Cafeteria
	11/1, 6:30 P.M.	LLE Media Center
	1/3, 8:30 A.M.	DMS Cafeteria
	3/7, 6:30 P.M.	LLE Media Center
	5/2, 8:30 A.M.	DMS Cafeteria
	6/6, 8:30 A.M.	DMS Cafeteria
Class parent meeting	9/17 3:00-4:30 P.M.	LLE Media Center
Enrichment	9/24-12/5 3:15-4:15 P.M.	CRS, LLE, DMS
Book Fair	11/26-11/28 8:00 A.M.-3:00 P.M.	LLE Gym
Book Fair	11/21-11/24 8:00 A.M.-3:00 P.M.	DMS (location tbd)
5 th and 6 th grade dance	11/30 3:00-12:00 P.M.	DMS Gym
Me & My Dance	3/7 3:00-9:00P.M.	CRS MPR
Me & My Dance	4/4 3:00-9:00P.M.	LLE Gym
International Heritage Day	3/15 3-9:00P.M. & 3/16 9A.M.-4:30 P.M.	LLE MPR and Gym
Staff Appreciation Lunch	5/13 8:30A.M.-3:00 P.M.	CRS MPR
Health Fair	5/17 9:00 A.M.-1:00 P.M.	CRS Gym & classrooms
Health Fair	5/17 1:00 P.M.-3:00 P.M.	LLE Gym & classrooms
5K bag pick up	5/18, 3:00-7:00 P.M.	CRS MPR
5K	5/19, 7:00 A.M.-3:00 P.M.	CRS

4. It was moved by Kirtane, seconded by Woods 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
Thomas Perez/SBA	2018/2019 NJASBO Professional Development Program	\$900.00

5. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the Demarest Mentoring Plan Statement of Assurance for the 2018/2019 school year, as approved by the Chief School Administrator.

6. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the Demarest Professional Development Plan Statement of Assurance for the 2018/2019 school year, as recommended by the Chief School Administrator.

7. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the District Statement of Assurance (SOA) Comprehensive Equity Plan (as on file in the Superintendent's office) for the 2018/2019 school year and submit it to the Bergen County Executive Superintendent, as recommended by the Chief School Administrator.

8. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the submission of the school self-assessment for determining grades under the Anti-Bullying Bill of Rights for the 2017/2018 school year, as recommended by the Chief School Administrator.

9. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve district bus route 1-2019 for 2018/2019 school year, as recommended by the Chief School Administrator.

10. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to void the following outstanding checks and/or payments and incorporate the un-cleared debits as miscellaneous revenue in the 2017/2018 school year, as recommended by the Chief School Administrator:

Check #	Amount
15147	\$ 4.80
15255	\$ 3.30
15523	\$500.00
15589	\$145.00
16487	\$ 4.60
16949	\$ 53.34
17183	\$ 99.00
17319	\$300.00
17358	\$313.82

(modified from 6/19)

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

WHEREAS, There exists a need for engineering services for the Demarest Middle School Music Room Addition and Renovations, State Project #1070-040-18-1000, and

WHEREAS, funds are available for this purpose.

Now, THEREFORE BE IT RESOLVED by the Demarest Board of Education as follows:

- a) That SOR Testing Laboratories, Inc. be retained as engineers for this project to provide on-site construction observation and testing services at an amount not to exceed \$15,000.
- b) This contract is awarded without competitive bidding as a professional service under the provisions of the public school contracts law because this service is to be performed by a firm authorized to provide engineering services, as recommended by the Chief School Administrator.

12. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve contract with Bergen County Special Services School District for provision of the hospital instruction for the 2018/2019 school year at a rate of \$65.00 per hour, as recommended by the Chief School Administrator.

13. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve Johnson Controls Security Solutions, LLC., to install security card readers at a cost not to exceed \$5,097.44 for County Road School, \$6,804.82 for Luther Lee Emerson School and \$6,665.61 for Demarest Middle School under Sourcewell (formally NJPA) bid/contract # 031517-TIS, as recommended by the Chief School Administrator.

14. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve an offer from the Bloomfield Board of Education to acquire the following no longer in service in the district for the amount of \$2,000 as this was the best offer, as recommended by the Chief School Administrator.

SMARTBOARDS

- 4- Smart Board SB660 with speakers
- 1- Smart Board SB685 with speakers
- 1- Smart Board SB680 with no speakers
- 1- Smart Board SB660 with no speakers:

PROJECTORS

- 1- Smartboard UF65W
- 1- Smartboard UF65
- 1- Epson Powerlite 460
- 2- Epson Powerlite 480
- 1- Mitsubishi- XD360U-EST

15. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve an offer from the Hillsdale Board of Education to acquire desks no longer in service in the district for the amount of \$1.00 as this was the best offer, as recommended by the Chief School Administrator.

16. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve the following resolution:
WHEREAS, the Superintendent has presented his action plan for proposed merit bonus criteria to the Demarest Board of Education for the 2018-2019 school year;
NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the proposed action plan of Quantitative Goal-Security, \$5,293.66 (3.3%); Quantitative Goal-Community Outreach, \$5,293.66 (3.3%); Quantitative Goal-Coffee with the Superintendent-Media Focused, \$5,293.67 (3.3%); Qualitative Goal-Substitute Empowerment Team, \$3,974.00 (2.5%); Qualitative Goal-Drama & Performing Arts Expansion Project, \$3,974.00 (2.5%);
NOW BE IT FURTHER RESOLVED, that the Superintendent is hereby authorized to submit his proposed action plan for the attainment of the merit criteria set forth therein to the Executive County Superintendent for the review and approval in accordance with N.J.A.C. 6A:23A-3.1.

17. It was moved by Kirtane, seconded by Woods and approved by unanimous voice vote of those present to approve that the Board of Education authorizes the Superintendent to offer a contract of employment in August. All approvals will be presented to the Board for their review, at the next scheduled meeting after the award or action, as recommended by the Chief School Administrator.

18. Move to approve the PTO wish list for the 2018/2019 school year, as attached, as approved by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to confirm the July 31, 2018 payroll in the amount of \$81,330.77.

2. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to confirm August 15, 2018 payroll in the amount of \$86,426.22.

3. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to approve the July 2018 in office checks in the amount of \$253,408.73 and August 21, 2017 budget checks in the amount of \$892,977.02 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$1,000,531.76
12 Capital Outlay	\$ 65,013.14
20 Special Revenue	<u>\$ 80,840.50</u>
Total Bills:	\$1,146,385.75

4. It was moved by Woods, 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 July 31, 2018, 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 Woods, 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 July 31, 2018 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 Woods, seconded by Kirtane and approved by unanimous voice vote of those present to acknowledge receipt of June 2018 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote of those present to confirm the following budget transfer for July 2018:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-222-320	Educational Media Purch Prof Ed Svcs	\$ 1,335
11-000-216-890	Speech, OT, PT, Related Svcs Other Objects	85
11-000-219-110	CST Other Salaries	<u>5,000</u>
		\$ 6,420
<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-221-610	Curriculum & Instruction Purch Prof Ed Svcs	\$ 748
11-000-222-610	Educational Media Materials & Supplies	587
11-000-216-890	Speech, OT, PT, Related Svcs Material & Supplies	85
11-000-219-104	CST Salaries Other Professional Staff	<u>5,000</u>
		\$ 6,420

F. Other

1. It was moved by Governale, seconded by Woods 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 25, 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.

XII. COMMITTEE REPORTS

See above

XIII. PUBLIC DISCUSSION

There was no motion for public discussion being no one from the public was present.

XIV. EXECUTIVE SESSION

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

XV. ADJOURNMENT

A. It was moved by Kirtane, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:44 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary