

# DEMAREST BOARD OF EDUCATION

## AGENDA REGULAR MEETING

June 20, 2017  
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, Governale, Kirtane, 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 matters

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.

### III. REOPEN PUBLIC MEETING

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

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

### IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

- May 9, 2017 COW and Executive
- May 16, 2017 Regular and Executive

VI. CORRESPONDENCE

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

IX. OTHER REPORTS/PRESENTATIONS

- Principal Reports
- Presentation by Dr. Michelle Terzini-Hollar – Wellness Initiative
- STEM team honored
- Art student honored

X. REVIEW OF AGENDA

- A. Board members review the items.

XI. PUBLIC DISCUSSION (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public discussion limited to agenda items.
- B. Public discussion.
- C. Move to close the meeting to public discussion.

XII. ACTIONS

**A. Instruction – Staffing**

1. Move to approve the following substitute teachers for the remainder 2016/2017 school year, as recommended by the Chief School Administrator:

- Brendan Morrissey

\*Employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

2. Move to approve Liz Galow as substitute nurse, at a rate of \$200.00 per day, for the 2017-2018 school year, as recommended by the Chief School Administrator.

3. Move to amend the following stipend positions effective as of May 1, 2017, for the 2016/2017 school year, as recommended by the Chief School Administrator.

<b>Stipend Position</b>	<b>From</b>	<b>To</b>
Dramatics	C. Conti (.5)	C. Conti (.4)/Reynolds (.1)
Technology	C. Conti (.5)	C. Conti (.4)/Reynolds (.1)

4. Move to approve the reassignment of Gina Long from CRS Kindergarten Teacher to CRS Basic Skills-ELA (.4) and Basic Skills-Math (.4) Gifted and Talented (.2) teacher for the 2017-2018 school year, as recommended by the Chief School Administrator.

5. Move to approve the reassignment of Adrienne Ross, CRS Basic Skills-Math (.33) to LLE Basic Skills -ELA (.66), DMS Basic Skills-Math (.34) for the 2017/2018 school year, as recommended by the Chief School Administrator.

6. Move to approve the resignation of Allison Beckley, (.625), Vocal Music Teacher at Demarest Middle School, effective June 23, 2017 as recommended by the Chief School Administrator.

7. Move to approve the employment of Dawn Epiphaniou, Middle School Special Education Teacher, MA+32, Step 7\*, for the 2017-2018 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidates compliance with P.L. 1986 c. 116 (revised 6/30/98).

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

8. Move to approve Carly Garbatow, preschool teacher, MA, Step 5\*, based on the 2016-2017 Salary Guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

9. Move to approve Nancy Mliczek, Elementary Special Education, MA+32, Step 7\*, based on the 2016-2017 Salary Guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

10. Move to approve Laura Noel, Kindergarten Teacher, MA, Step 3\*, based on the 2016-2017 Salary Guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

11. Move to approve Alison Porto, (.625) Basic Skills Reading at the Demarest Middle School MA Step 5\*, based on the 2016-2017 Salary Guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

12. Move to approve Patrick Ryan, (FLMA replacement for C. Conti, 6<sup>th</sup> grade Social Studies teacher), at BA Step 1\*, based on the 2016-2017 Salary Guide, for the 2017/2018 school year, as recommended by the Chief School Administrator.

\*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

13. Move to approve the payment of accumulated sick time for Jane Ench for 99.5 days in the amount of \$2615.00 as per Article VIII-5 of the DEA/Demarest Board of Education Agreement and as recommended by the Chief School Administrator.

14. Move to approve Jessica Schoepflin as replacement chaperone for Christine Reynolds for overnight student field trip in the amount of \$105.00 per night, as approved at the April 25, 2017 meeting, as recommended by the Chief School Administrator.

15. Move to remove Jon Regan as a paid teacher chaperone for overnight student field trips, as approved at the April 25, 2017 meeting, as recommended by the Chief School Administrator.

#### **B. Instruction – Pupils/Programs**

1. Move to approve the newly revised Curriculum Guides, as of June 1, 2017, to align with the New Jersey Student Learning Standards, for the 2017 /2018 school year, as recommended by the Chief School Administrator:

English Language Arts
Math

Science K-5
Technology
Library Media

2. Move to approve the existing curriculum guides for the 2017/2018 school year, as recommended by the Chief School Administrator:

Social Studies
Physical Education and Health
Music
Visual Arts
World Language
E.S.L.

3. Move to approve a non-domiciled tuition agreement with Mr. & Mrs. Karaburun for their child to attend 6<sup>th</sup> grade at Demarest Middle School for the 2017/2018 school year at an annual rate of \$19,258.00, as recommended by the Chief School Administrator.

4. Move to accept a donation from Jeff and Leigh Gardner in the amount of \$200.00 for the County Road School Student Activity Account, as recommended by the Chief School Administrator.

5. Move to approve the following District tuition rates for non-resident students for the 2017/2018 school year, as recommended by the Chief School Administrator:

Grade Level	Annual Tuition Rate
Pre-K/Kindergarten	\$24,679.00
1 <sup>st</sup> – 5 <sup>th</sup>	\$19,683.00
6 <sup>th</sup> – 8 <sup>th</sup>	\$19,258.00
Language Learning Disabled	\$36,524.00

6. Move to approve Occupational and Physical Therapy through Northern Valley Region III, at a rate of \$30.00 for a 30 minute small group session and \$60.00 for a 30 minute individual session, for the 2017/2018 school year, as recommended by the Chief School Administrator.

7. Move 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 2017/2018 extended school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1 to 1 Aide	Transportation	Term
9192679154	Region III with related services	\$1,450.00	No	No	7/5-7/31
9285614360	Region III with related services	\$1,450.00	Yes	No	7/5-7/31
7007547909	Region III with Orton	\$2,120.00	No	No	7/5-7/31
3890703423	Orton	\$670.00	No	No	7/5-7/31
4701054897	Little Tots	\$985.00	No	No	7/5-7/31
8287260873	Little Tots	\$985.00	Yes	No	7/5-7/31
5369797814	Little Tots	\$985.00	No	No	7/5-7/31
5876485963	Little Tots	\$985.00	No	No	7/5-7/31
5246552114	The Craig School	\$1850	No	No	7/10-8/4

8. Move to approve the following lunch price schedule for the 2017/2018 school year, as recommended by the Chief School Administrator:

Item	Cost
Lunch CRS and LLE	\$3.80
Lunch DMS	\$4.00
Adult lunch	\$4.60
Soup, fruit or vegetable	\$ .75
Milk or juice	\$ .75

9. Move to approve annual contract with Go Math for K-8 at \$37,745.42, as recommended by the Chief School Administrator.

10. Move to approve the contract with Success for All Foundation for the 2017/2018 Curiosity Corner renewal at an amount of \$13,939.00. This amount includes on-site professional development and classroom materials for the two additional Pre-K classes being added in the 2017/2018 school year, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. Move to acknowledge recognition of service for the following staff, as recommended by the Chief School Administrator:

Staff Member	Years of Service
Dixie Nolan	15
Michael Bolt	20
Maureen Desmond	20
Gina Long	20
Melanie Fielder	25
Jane Ench	30
Mary Jeanne Drescher	30

2. Move to appoint Thomas J. Perez as Board Secretary/School Business Administrator for the Demarest Board of Education for the 2017/2018 school year, salary pending settlement of Successor Agreement, subject to Executive County Superintendent approval, as recommended by the Chief School Administrator.

3. Move to appoint Jon Regan, Principal of Demarest Middle School for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

4. Move to appoint Frank Mazzini, Principal of County Road School and Luther Lee Emerson School for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

5. Move to appoint Dr. Michelle Terzini-Hollar, Supervisor of Child Study Team/Child Psychologist for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

6. Move to appoint Resat Cazimoski as Buildings and Grounds Supervisor for the for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

7. Move to appoint tenured secretary Sally Marsich for the 2017/ 2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator:

8. Move appoint the following non-tenured secretaries for the 2017/ 2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator:

Kathy Daly
Miriam Koopaethes
Stephanie Piccini
Jeanne Torre

9. Move to appoint Debra Rinaldi, Executive Secretary to the Superintendent for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

10. Move to appoint Gina Peter, Payroll/ Benefits Bookkeeper for the 2017/2018 school year, salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

11. Move to award contract Lisa Carson, Assistant to Business Administrator/ Board Secretary; Accounts Payable for the 2017/2018 school year, as recommended by the Chief School Administrator.

12. Move to approve Arlene Cabrera, Step 4, as a Teachers' Assistant at Luther Lee Emerson School for the 2017/2018 school year (not to exceed 25 hours weekly), salary pending settlement of Successor Agreement, as recommended by the Chief School Administrator

13. Move to approve a shared service agreement with the Northern Valley Regional High School (NVRHS) for Kelly Stevens, the Supervisor of Curriculum, Instruction and Assessment, at (.6) in Demarest and (.4) in NVRHS for the 2017/2018 school year, as recommended by the Chief School Administrator.

14. Move to approve Sally Marsich as the substitute teacher caller at the rate of \$4,500 for the 2017/2018 school year, as recommended by the Chief School Administrator.

15. Move to approve Jonathon Regan as Anti-Bullying Coordinator at the rate of \$10,000 for the 2017/2018 school year, as recommended by the Chief School Administrator.

16. Move to approve Jeanne Torre as the Realtime Student Data System Coordinator at the rate of \$4000.00 for the 2017/2018 school year, as recommended by the Chief School Administrator.

17. Move to appoint Marilyn Stankiewicz as the District Lunch Program Coordinator/Food Service Manager for the 2017/2018 school year at an hourly rate of \$31.05\*, pending settlement of Successor Agreement, not to exceed 29 hours per week, as recommended by the Chief School Administrator.

18. Move to approve the following substitute secretaries at a rate of \$16.56/hour for the 2017/2018 school year, as recommended by the Chief School Administrator:

MaryAnn Lucia
Myriam Goldfeld

19. Move to appoint the following Lunch Aides according to the Aides Hourly Guide for the 2017/2018 school year, pending settlement of Successor Agreement, as recommended by the Chief School Administrator:

<b>County Road School</b>	<b>Luther Lee Emerson School</b>	<b>Demarest Middle School</b>
Marcy Azilides	Mary Ellen Portera	Michelle Andreasen
Patricia Hefter	Michelle Miller	Mary Jeanne Dresher
	Rose Peter	Joann Martin

20. Move to approve Noreen Cacciatore, as a Substitute Lunch Aide according to the Aides Hourly Guide for the 2017/2018 school year, pending settlement of Successor Agreement, as recommended by the Chief School Administrator.

21. Move appoint the following custodians according to the Custodial Salary Schedule for the 2017/2018 school year, pending settlement of Successor Agreement, as recommended by the Chief School Administrator. Building and shift to be determined in August 2017.

<b>12 Month Employees</b>		<b>10 Month Employees</b>
Aram Yakoubian	Fitni Redzepi	William Breakfield
James Hayes	Eddie P. Rosero-Villacres	Michael Bolt
Hrant Mekhesian	Louis Vogel	
Yordanis Morales-Cruz		
Ernst Tondreau		

22. Move to approve the following substitute custodians for the 2017/2018 school year at an hourly rate of \$15.00, as recommended by the Chief School Administrator:

Izet Desic
Arben Bresa

23. Move to approve the following temporary summer custodians from June 26, 2017 – August 30, 2017 at an hourly rate of \$10.50, as recommended by the Chief School Administrator:

Keith Andreasen
Brian Dwyer
Safet Usejnoski

24. Move to approve Idil Tuysuzoglu as temporary Board Office assistant from June 26, 2017 - August 30, 2017 at an hourly rate of \$10.00, as recommended by the Chief School Administrator.

25. Move to approve additional hours for staff members of the Child Study Team during the months of July and August not to exceed 15 days collectively, as recommended by the Chief School Administrator.

26. Move to approve staff members of the Child Study Team to complete speech evaluations as needed during the months of July and August at \$450 per evaluation, as recommended by the Chief School Administrator.

27. Move to approve technology teachers to update district computers during the summer months with Victoria Zimmerman not to exceed 50 hours and Denise Karrenberg not to exceed 30 hours at their per diem rate, as recommended by the Chief School Administrator.

**D. Support Board of Education**

1. Move to approve the attendance of the following staff to attend the workshops as noted, with all hotels, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator.

Staff Name/Title	Event	Admission Cost
Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment	Learning Forward Annual Conference Princeton, NJ August 3 <sup>rd</sup> and 4 <sup>th</sup>	\$275.00
Dr. Michelle Terzini-Hollar, Supervisor of CST and School Psychologist	NJCIE Summer Inclusion Conference Montclair, NJ June 27 <sup>th</sup> and 28 <sup>th</sup>	\$255.00
Dr. Michelle Terzini-Hollar, Supervisor of CST and School Psychologist	Yoga Skills for Therapists Falmouth, MA July 17 <sup>th</sup> -21 <sup>st</sup>	\$599.00

2. Move to confirm the Borough of Demarest use of County Road School All Purpose Room from 5:00 a.m. to 9:00 p.m. for Primary Elections on November 7, 2017 and June 12, 2018 and approve use for the General Elections on, as recommended by the Chief School Administrator.

3. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, the Executive County Superintendent of Schools has reviewed evidentiary documentation and the Board of Education resolution certifying the attainment of the Chief School Administrator's Merit Goals for the 2016/2017 school year pursuant to N.J.A.C. 6A:23A-3.1(10) and **WHEREAS**, the Executive County Superintendent has authorized payment of the merit bonus to the Chief School Administrator,  
**NOW, THEREFORE BE IT RESOLVED**, that the Board of Education authorizes payment of the 2016/2017 merit bonus to the Chief School Administrator.

4. Move to approve the District Statement of Assurance (SOA) Security Drill Report (as on file in the Superintendent's Office) for the 2016/2017 school year and submit it to the Bergen County Executive County Superintendent, as recommended by the Chief School Administrator.

5. Move to authorize the submission of waiver N.J.A.C. 6A:32-4.1 allowing Frank Mazzini to serve as Principal for the County Road and Luther Lee Emerson Schools for the 2017/2018 school year, as recommended by the Chief School Administrator.

6. Move to approve the District Travel Mileage Reimbursement at the NJ Statutory Level, currently \$0.31, for the 2017/2018 school year, as recommended by the Chief School Administrator.

7. Move to approve facsimile signatures for all school district warrants for the following, as recommended by the Chief School Administrator:

President or Vice President  
Board Secretary  
Treasurer of School Monies

8. Move to approve the Treasurer of School Monies facsimile signature be designated to for all payroll checks as recommended by the Chief School Administrator.

9. Move to authorize the Board Secretary/School Business Administrator pay bills between Board Meetings as recommended by the Chief School Administrator. .

10. Move to authorize the Board Secretary/School Business Administrator to transfer funds between Board Meetings as recommended by the Chief School Administrator. .

11. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, Thomas J. Perez possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 5:34-5 et seq., and

**WHEREAS**, 18A:18A-2 provides that a "Purchasing Agent" for a school district means the Secretary, Business Administrator or the Business Manager of the Board of Education duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education, and

**WHEREAS**, 18A:18A-3 provides that contracts, awarded by the Purchasing Agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000), may be awarded by the Purchasing Agent without advertising for bids when so authorized by board resolution, and

**WHEREAS**, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

**NOW THEREFORE, BE IT RESOLVED**, that the Demarest Board of Education pursuant to the statutes cited above hereby appoints the Board Secretary/Business Administrator as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Demarest Board of Education,

**AND BE IT FURTHER RESOLVED**, that the Board Secretary/Business Administrator is hereby authorized to award contracts on behalf of the Demarest Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000) without soliciting competitive quotations,

**AND BE IT FURTHER RESOLVED**, that Thomas J. Perez is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000) but less than the bid threshold of \$40,000 as recommended by the Chief School Administrator. .

12. Move to establish petty cash funds for the 2017/2018 school year in accordance with NJSA: 18A:10-5 as follows, as recommended by the Chief School Administrator.

County Road School-Principal	\$ 200.00
Luther Lee Emerson School-Principal	200.00
Demarest Middle School-Principal	200.00
Business Administrator's Office	200.00
Superintendent's Office	<u>200.00</u>
Total	\$ 1,000.00

13. Move to approve the adoption of the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the district's recordkeeping, as recommended by the Chief School Administrator.

14. Move to appoint the Board Secretary/School Business Administrator as the Custodian of Records for the 2017/2018 school year, as recommended by the Chief School Administrator.

15. Move to approve Philip Nisonoff as Treasurer of School Monies for the 2017/2018 school year, as recommended by the Chief School Administrator.

16. Move to appoint Karleen McDermott, RN as Substance Awareness Coordinator for the 2017/2018 school year, as recommended by the Chief School Administrator.
17. Move to appoint Frank Mazzini, as Affirmative Action Officer for the 2017/2018 school year, as recommended by the Chief School Administrator.
18. Move to appoint Resat Cazimoski, Buildings and Grounds Coordinator as Indoor Air Quality Designee, as recommended by the Chief School Administrator.
19. Move to appoint Resat Cazimoski, Buildings and Grounds Coordinator as Integrated Pest Management Coordinator/IPM Designee, as recommended by the Chief School Administrator.
20. Move to appoint Sherri Rinckoff and Danielle DuBois Spence, Guidance Counselors, as 504 Committee Coordinators for the 2017/2018 school year, as recommended by the Chief School Administrator.
21. Move to appoint Sherri Rinckhoff as McKinney – Vento Homeless Education Liaison for the 2017/2018 school year, as recommended by the Chief School Administrator.
22. Move to appoint Resat Cazimoski, as Chemical Hygiene Officer for the 2017/2018 school year, as recommended by the Chief School Administrator.
23. Move to appoint Danielle Dubois Spence K-4 Anti-Bullying Specialist and Sherri Rinckhoff, Gr 5-8 Anti-Bullying Specialist for the 2017/2018 school year, as recommended by the Chief School Administrator.
24. Move to approve Sherri Rinckhoff as District Educational Stability Liaison for the 2017/2018 school year, as recommended by the Chief School Administrator.
25. Move to approve Dr. Terzini-Hollar as ESSA Coordinator for the 2017/2018 school year, as recommended by the Chief School Administrator.
26. Move to appoint Debra Ginetto of Burton Agency as Insurance Broker of Record for the 2017/2018 school year, as recommended by the Chief School Administrator.
27. Move to approve the following firms to offer tax shelter annuity programs to district employees, as recommended by the Chief School Administrator.

AXA Equitable  
 Security Benefit/ABMM Financial  
 The Faller Company/Great West/Lincoln Investments  
 Supplemental Annuity Collective Trust (NJSACT)

28. Move to appoint Environmental Remediation & Management Inc. to act as our Designated Person for Asbestos, Hazard Emergency Response Act and Right to Know, as recommended by the Chief School Administrator.
29. Move to approve collection and maintenance of Student Records according to 6A:32-7.3., as recommended by the Chief School Administrator.
30. Move to approve the designation of The Record and The Suburbanite as the official newspapers of the district to which all notices of meetings and agendas lists will be sent in compliance with the

Open Public Meetings Act; Chapter 231, P.L. 1975, as recommended by the Chief School Administrator.

31. Move to accept a grant award from Bergen County Utilities Authority in the amount of \$917.00 for the hydroponic science lab, as recommended by the Chief School Administrator.

32. Move to accept and authorize the submission of the 2017/2018 IDEA Basic and IDEA Preschool Grants, as recommended by the Chief School Administrator.

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
20-251-100-562-0-0000-36	Tuition - IDEA Basic	\$143,303
20-252-100-562-0-0000-36	Tuition – IDEA Preschool	<u>10,342</u>
	TOTAL APPROPRIATION	\$153,645
20-4421-000	IDEA Basic	\$143,303
20-4423-000	IDEA Preschool	<u>10,342</u>
	TOTAL REVENUE	\$153,645

33. Move to approve the alternate method of compliance in accordance with N.J.A.C 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside classrooms in lieu of individual toilet rooms in each Kindergarten classrooms E, F and H, at County Road School as recommended by the Chief School Administrator.

34. Move to approve the alternate method of compliance in accordance with N.J.A.C 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside classrooms in lieu of individual toilet rooms in each Pre-K classrooms A, B and C, at County Road School as recommended by the Chief School Administrator.

35. Move to approve the following submission of documentation to the New Jersey Department of Education for the dual use of the Room 1/Technology Lab at County Road School for Reading and Resource for the 2017/2018 school year, as recommended by the Chief School Administrator.

36. Move to approve the following submission of documentation to the New Jersey Department of Education for the initial temporary instructional space use for the media center at Luther Lee Emerson School for the basic skills and ESL instruction for the 2017/2018 school year, as recommended by the Chief School Administrator.

37. Move to approve the PTO Wish Lists as attached for the 2017/2018 school year, as recommended by the Chief School Administrator.

38. **BE IT RESOLVED** to approve the following resolution:

**APPROVAL OF LEGAL DEPOSITORIES – BANK FOR DEPOSITS/WITHDRAWALS**

**BE IT RESOLVED** that the Demarest Board of Education authorizes the Business Administrator to invest school district funds within statutory limitations.

**BE IT FURTHER RESOLVED** that the Demarest Board of Education designates Capital One Bank as the bank for deposits and withdrawals for the General Account, Payroll Account, Payroll Agency Account, , Student Activities Account, Lunch Account, FSA Account and Athletic Account from July 1<sup>st</sup>, 2017 through June 30<sup>th</sup>, 2018.

**BE IT FURTHER RESOLVED** that the Demarest Board of Education approves the authorized signatures on the above accounts of designated administrators, as recommended by the Chief School Administrator.

39. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for bond counsel services for 2017/2018 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 Wilentz, Goldman & Spitzer, P.A., be retained as bond counsel advisors for the 2017/2018 school year.
- 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, as recommended by the Chief School Administrator.

40. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for special counsel for special education matters for 2017/2018 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 2017/2018 school year 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, as recommended by the Chief School Administrator.

41. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for legal services for 2017/2018 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 Cleary Giacobbe Alfieri Jacobs, LLC, be retained as legal counsel for the 2017/2018 school year at a fee not to exceed \$140.00 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, as recommended by the Chief School Administrator.

42. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for architectural services for 2017/2018 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 EI Associates be retained as architectural management advisors for the 2017/2018 school year.
- 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 provide architectural management services, as recommended by the Chief School Administrator.

43. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for professional medical services for 2017/2018 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 Michelle DeAntonio, M.D., be retained as the School Physician/Medical Inspector for the 2017/2018 school year at a cost of \$5000.00.

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 performed by an individual authorized to practice medicine, as recommended by the Chief School Administrator.

44. **BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, there exists a need for an audit of the accounts of the school district pursuant to Title 18A:23-8;

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 Nisivoccia & Company, LLP, be retained as School Auditor for the 2017/2018 school year to include preparation of the 2017/2018 audit at a fee not to exceed \$13,000.00, and

b) This appointment is made without competitive bidding as a Professional Service under the provisions of the Public School Contract Law because the service is to be performed by a firm authorized by law to practice auditing, as recommended by the Chief School Administrator.

45. Move to approve lease purchase agreement with Apple Financial Services to acquire various technology upgrades and supplies subject to the terms and conditions under the bid awarded by ESCNJ contract #MRESC15/16-69. Terms are a 4 year payout in the amount of \$56,383.01 per annum with a \$1.00 payout and the end of the term, as recommended by the Chief School Administrator.

46. Move to award to US Bancorp lease purchase financing for essential use equipment as a result from quotes received on June 1, 2017, per the following analysis, as recommended by the Chief School Administrator:

Respondent	Index: ICE Benchmark Administration USD rates 1100 Like term Swap Rate/Index Date	Purchase Option Penalty (% of outstanding principal balance)	Rate Bid	Additional Fee	Recommend
US Bancorp Government Leasing and Finance, Inc. NJ	1.778\$ for 4 yr. as of 5/26/17 Rate hold to 7/29	103% or break funding whichever is less	2.0995%	\$500 Escrow fee/ 6 months	Rec. for Award
Municipal Leasing Consultants, VT	.0223%	102%	3.37%	\$500 Escrow fee/6 months	

**BE IT RESOLVED** to approve the following resolution:

**WHEREAS**, the governing body of the Demarest Board of Education (“Lessee”) desires to obtain certain equipment (the “Equipment”) described in the Equipment Schedule to the Master Tax-Exempt Lease Purchase Agreement (collectively, the “Agreement”) with U.S. Bancorp Government Leasing and Finance, Inc. (“Lessor”), the form of which has been available for review by the governing body of Lessee prior to this meeting; and

**WHEREAS**, the Equipment is essential for the Lessee to perform its governmental functions; and

**WHEREAS**, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

**WHEREAS**, Lessee proposes to enter into the Agreement with Lessor substantially in the forms presented to this meeting.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE AS FOLLOWS:**

Section 1. It is hereby found and determined that the terms of the Agreement in the forms presented to this meeting and incorporated in this resolution are in the best interests of Lessee for the acquisition of the Equipment.

Section 2. The Agreement and the acquisition and financing of the Equipment under the terms and conditions attest the same.

Section 3. The proper officers of Lessee be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Agreement.

Section 4. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the “Code”), Lessee hereby specifically designates the Agreement as a “qualified tax-exempt obligation” for purposes of Section 265(b)(3) of the Code, as recommended by the Chief School Administrator.

47. Move to approve staff purchase of laptops being replaced at a price of \$300.00 per unit, , as recommended by the Chief School Administrator.

48. Move to authorize the use of state contracts pursuant to N.J.S.A 18A:18A-10, for the procurement of goods and services for the district by the purchasing agent for the duration of the contracts with the referenced state contract vendors and shall be from July 1, 2016 through June 30, 2017, as recommended by the Chief School Administrator.

Atlantic Tomorrow  
Apple Inc.  
RFS Commercial  
Verizon Wireless  
Staples  
Tyco Integrated Security

49. Move to approve Cooperative Agreements with Educational Data Services Inc., BCSSSD, ESCNJ (MRESC), NJPA, Hunterdon, Keystone Purchasing Network and PEPPM for services or any other Cooperative Purchasing Agreements, , as recommended by the Chief School Administrator.

50. Pursuant to PL 2015, Chapter 47 the Demarest Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the board of education. These contracts, as attached, are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR, Part 200.317 et. Seq, as recommended by the Chief School Administrator.

51. Move to approve the award of furniture acquisitions for the 2017/2018 school year to Hertz Furniture in the amount of \$53,294.61 and is awarded under Ed Data NJ 6848 bid, as recommended by the Chief School Administrator.
52. Move to approve the award of furniture acquisitions for the 2017/2018 school year to Hertz Furniture in the amount of \$8,644.19 and is awarded under ESCNJ (MRESC 15/16-9) bid, as recommended by the Chief School Administrator.
53. Move to approve the joint consortium agreement with Northern Valley School Districts for mental health assessments with the West Bergen Mental Healthcare for the 2017/2018 school year, as recommended by the Chief School Administrator.
54. Move to approve annual service agreement with Asbury Park Board of Education ITC Accounting, Payroll and Personnel program for the 2017/2018 school year at a rate of \$18,100.00, as recommended by the Chief School Administrator.
55. Move to approve annual maintenance contract with Eastern Data Com for Shore Tel telephone equipment for the 2017/2018 school year at a rate of \$8,796.00, as recommended by the Chief School Administrator.
56. Move to approve annual service agreement with Ed Data for bidding services for the 2017/2018 school year at a rate of \$2,700.00, as recommended by the Chief School Administrator.
57. Move to approve agreement with Blackboard Community Engagement for the re-design of the Demarest School District website in the amount of \$23,939.84, as recommended by the Chief School Administrator.
58. Move to award to Murray Paving and Concrete the contract to replace kitchen cabinets and countertops at County Road School at an amount of \$9,867.53. This contract is awarded under the terms and conditions of the bid awarded under ESCNJ 16/17-54 GC1, as recommended by the Chief School Administrator.
59. Move to award to Murray Paving and Concrete the contract to repave and re-stripe the parking lot at Luther Lee Emerson Elementary School at a cost of \$85,406.88. This contract is awarded under the terms and conditions of the bid awarded under MRESC 15/16-83 PV2, as recommended by the Chief School Administrator.
60. Move to award to Murray Paving and Concrete the contract to repair and re-stripe the teacher parking lot and other pavement repairs at the Demarest Middle School at a cost of \$84,952.25. This contract is awarded under the terms and conditions of the bid awarded under MRESC 15/16-83 PV2, as recommended by the Chief School Administrator.
61. Move to approve an annual agreement with Real Time Information Technology, Inc. for a student information system for the 2017/2018 school year at a cost of \$14,705.75, as recommended by the Chief School Administrator.
62. Move to approve the first renewal of the contract with Pennetta Industrial Automation LLC to perform six 8 hour inspections of the pneumatic equipment controls at a cost of \$4,800.00. Additional services will be billed at \$110.00 per hour and parts will be charged 20% above cost, as recommended by the Chief School Administrator.
63. Move to approve 3 Sons Gutters to replace temporary walls at County Road School at a cost of \$9,725.00 based on quotes solicited, as recommended by the Chief School Administrator.

64. Move to approve 3 Sons Gutters to install gutters and drainage to the all-purpose room roof at County Road School at a cost of \$4,225.00 based on quotes solicited, as recommended by the Chief School Administrator.

65. Move to approve acquisition of Smartboards from Keyboard Consultants for County Road School, Luther Lee Emerson School and Demarest Middle School at a cost of \$99,604.00. The contract is awarded under the ESCNJ 16/17-15 bid award, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. Move to confirm the May 31, 2017 payroll in the amount of \$377,993.56.
2. Move to confirm June 15, 2017 payroll in the amount of \$452,112.54.
3. Move to approve the May 2017 in office checks in the amount of \$262,946.14 and June 20, 2017 budget checks in the amount of \$669,901.78 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 928,688.12
12 Capital Outlay	<u>\$ 4,159.80</u>
Total Bills:	\$ 932,847.92

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 May 2017, 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 May 2017 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 April Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for May 2017:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-130-100-101	Regular Instruction Salaries Gr 6-8	\$ 16,000
11-000-217-106	Extraordinary Svcs Other Salaries	20,000
11-000-223-610	Instructional Staff Training General Supplies	51
11-000-262-107	Custodial Svcs Salaries Non-Instructional Aides	5,000
11-000-262-621	Custodial Svcs Natural Gas	10,000
11-000-263-610	Care & Upkeep of Grounds General Supplies	1,600
12-000-400-450	Capital Outlay Construction Services	<u>8,100</u>
		\$ 60,751

To:	Account	Amount
11-120-100-101	Regular Instruction Salaries GR 1-5	\$ 16,000
11-190-100-106	Regular Instruction Other Salaries Instruction	20,000
11-000-223-580	Instructional Staff Training Travel	51
11-000-261-420	Required Maintenance Clean, Repair, Maint	15,000
11-000-263-420	Care and Upkeep of Grounds Clean, Repair, Maint	1,600
12-000-400-334	Capital Outlay Architect Services	<u>8,100</u>
		\$ 60,751

8. **Move to approve** transfer of current year surplus to reserve as follows:

**WHEREAS**, NJSA **6A:23A-14.3** and **6A:23A-14.4** permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Demarest Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a capital reserve account at year end, and

**WHEREAS**, the Demarest Board of Education has determined that (an amount not to exceed) \$200,000.00 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Demarest Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations, as recommended by the Chief School Administrator. .

#### 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 July 18, 2017, 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.

#### XIII. COMMITTEE REPORTS

#### XIV. NEW BUSINESS

#### XV. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

B. Move to close the meeting to public discussion.

#### XVI. 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.

#### XVII. ADJOURNMENT

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

