

# DEMAREST BOARD OF EDUCATION

## REGULAR MEETING AGENDA

October 16, 2018  
5:30 P.M.

### I. OPENING

A. Meeting called to order.

Motion to suspend the regular order.

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

Discussion:

- a. Board Self Evaluation 2017/2018 school year
- b. Board goals for the 2018/2019 school year

### II. ADJOURN TO EXECUTIVE SESSION

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

1.

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

C. 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: Alevrontas, Cantatore, Governale, Kirtane, Verna, Woods, Holzberg

VI. APPROVAL OF MINUTES OF THE MEETINGS

- September 26, 2018 COW and Regular Meeting Minutes
- September 26, 2018 Executive Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- Principal Reports

XII. REVIEW OF AGENDA

A. Board members review the items.

XIII. PUBLIC COMMENT (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.

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.

- Craig Paler

2. Move to approve re-appointment of the following tenure teaching staff for the 2017/2018 school year, in accordance with their level and step on the Teacher's Salary Guide, as recommended by the Chief School Administrator:

Julie Worgul	MA+16 S13
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(modified from December 12, 2017)

3. Move to approve re-appointment of the following tenure teaching staff for the 2018/2019 school year, in accordance with their level and step on the Teacher’s Salary Guide, as recommended by the Chief School Administrator:

Julie Worgul	MA+16 S14
(modified from May 15, 2018)	

4. Move to approve the extended sick leave of John Zemba from October 5, 2018 through November 16, 2018, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

None at this time.

**C. Support Services – Staffing**

1. Move to approve the provisional employment of the following classroom aide, not to exceed 29 hours per week, 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.

School/Position	Name	Step	PCR
CRS P3	Michelle Di Dio Krapels (10/17)	Step 7	5000-001-500-00004

2. Move to re-appoint Doug Richards, as substitute custodian for the 2018/2019 school year at an hourly rate of \$15.00, as recommended by the Chief School Administrator

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

1. Move to approve the second reading and adoption of Policy and Regulation:

- 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. Move 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
Karleen McDermott/ DMS Nurse	Response Team Training December 10, 2018 Newark, NJ	\$295.00
Diane Holzberg/Board President	NSBA Advocacy Institute January 27 <sup>th</sup> and 28 <sup>th</sup> , 2018 Philadelphia, PA	\$695.00
Diane Holzberg/Board President	NSBA Equity Symposium January 26, 2018 Philadelphia, PA	\$225.00
Diane Holzberg/Board President	NSBA Delegate Assembly November 17, 2018 West Windsor, NJ	N/A

3. Move to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator:

**WHEREAS**, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities listed in the attached document for the various school facilities of the Demarest School District are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE, BE IT RESOLVED** that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with the Department of Education requirements.

4. Move to award to Murray Paving and Concrete the contract to install a new roof on the Gym at Luther Lee Emerson School at an amount of \$44,943.73. This contract is awarded under the terms and conditions of the bid awarded under coop bid ESCNJ 16/17-54 GC2.

5. Move to approve acceptance of the the following school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2., as recommended by the Chief School Administrator:

- A drill for all students at Luther Lee Emerson School was conducted on October 5, 2018 at 9:45 am on Columbus Road, supervised by Principal Frank Mazzini.
- A drill for all students at County Road School was also conducted on October 5, 2018 at 8:45 am in the school’s front driveway supervised by Principal Frank Mazzini.
- A drill for all students at Demarest Middle School was conducted on October 12, 2018 in the Middle School parking lot at 8:30 am supervised by Principal Jon Regan.

6. Move to approve the 2019/2020 Budget Development Schedule as attached, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. Move to confirm the September 30, 2018 payroll in the amount of \$390,513.62.

2. Move to confirm October 15<sup>th</sup>, 2018 payroll in the amount of \$405,823.22.

3. Move to approve the September 2018 in office checks in the amount of \$314,593.59 and October 16, 2018 budget checks in the amount of \$125,595.36 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$421,928.95
30 Capital Projects Fund	<u>\$ 18,260.00</u>
Total Bills:	\$440,188.95

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 September 30, 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. 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 September 30, 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. Move to acknowledge receipt of the August 2018 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfers for September, 2018:

To:	Account	Amount
11-110-100-101	Kindergarten Salaries of Teachers	\$ 58,978
11-120-100-101	Grades 1-5 Salaries of Teachers	7,132
11-130-100-101	Grades 6-8 Salaries of Teachers	21,692
11-240-100-610	Bilingual General Supplies	<u>375</u>
		\$ 88,177

  

From:	Account	Amount
11-105-100-101	Preschool Salaries of Teachers	\$ 2,451
11-213-100-101	Sp. Ed. Res Room Salaries of Teachers	43,662
11-230-100-101	BSI Salaries of Teachers	28,366
11-230-100-610	BSI General Supplies	375
11-130-100-110	Grade 6-8 Salaries Other	<u>13,323</u>
		\$ 88,177

XIV. PUBLIC COMMENT

- A. Move to open the meeting to public discussion.
- B. Move to close the meeting to public discussion.

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 November 20, 2018 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. NEW BUSINESS

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.