

# DEMAREST BOARD OF EDUCATION

## MINUTES – REGULAR MEETING

*November 17, 2015*

### I. OPENING

A. The meeting was called to order at 6:30 p.m. in the library at County Road School.

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: Cantatore, Geller, Kirtane, Verna, Woods and Holzberg were present. Molina was absent. Also present: Mr. Fox, Superintendent; Mr. Perez, Board Secretary

### II. ADJOURN TO EXECUTIVE SESSION, if necessary

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

1. Update on legal matter.
2. New secretary hire.
3. FMLA

B. It was moved by Geller, seconded by Woods and approved by unanimous voice vote 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. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote to reopen the Regular Meeting to the public.

B. Roll Call: Cantatore, Geller, Kirtane, Verna, Woods and Holzberg were present. Molina was absent. Also present: Mr. Fox, Superintendent; Mr. Perez, Board Secretary; Mr. Regan and Mr. Mazzini, Principals

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

A. It was moved by Cantatore, seconded by Geller and approved by unanimous voice vote to accept the minutes of the Executive Session and the Committee-of-the-Whole Meeting held on October 13, 2015 and the Regular Meeting held on October 20, 2015.

VI. CORRESPONDENCE

There was no correspondence to review.

VII. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone and exclaimed how she loves these meetings where students are present for recognition. She turned the meeting over to Mr. Fox.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox agreed this is an exciting meeting. He explained our middle school Volleyball team won the Northern Valley Championship and we are recognizing their achievement tonight. He complimented the team, how they improved each game and their sportsmanship. Mr. Fox introduced Coach Chris Nerkizian.

Coach Nerkizian thanked Elena Cami who had volunteered as an assistant coach for the season. He congratulated the team on their 13-1 season and applauded the girls' hard work. He remarked that all future teams will now be compared to this team and thanked them for allowing him to be a super-fan. Each team member was presented with a certificate of achievement and pictures were taken. The team then presented the principal, Mr. Regan, with a plaque.

Following the pictures, Mr. Fox said the volleyball team and parents were welcome to stay for the rest of the meeting but recommended they go home to complete their homework. There was a short break in the meeting while people exited.

President Holzberg called the meeting back to order and Mr. Fox continued his report. He noted that the winter edition of the district newsletter, The Chalkboard, has just gone out to the community. He spoke about the administrative observations and noted that the new hires are doing very well. The PARCC results will be forthcoming in December or January. Mr. Fox informed the board that Dr. Michelle Terzini-Hollar, Child Study Team Supervisor, will present a report in December regarding the Pre-K program and Kelly Stevens, Curriculum Coordinator, will report in January. Lastly, Mr. Fox spoke about our STEM program. He explained that multiple districts have visited our STEM lab and praised Bridget DiMartini on her outstanding job. He noted that five students from the first class of the program are here tonight to present some projects they completed this semester.

Principal's Report

Mr. Mazzini reported on the events of Luther Lee Emerson and County Road Schools. He spoke about Halloween and that Officer Tony gave a presentation on trick-or-treating safety. The students donated candy to Operation Gratitude and raised \$730 for UNICEF. He talked about Election Day and how the students were given the opportunity to vote on how to spend money the school received from Labels for Education. The vote was overwhelmingly decided to go to physical education supplies. For Veterans Day, with help from the K.A.R.E. Club, the students wrote letters thanking the troops. The schools are using technology to write book reports and take tests with a program called Kahoot. The fourth grade visited the STEM lab at the middle school for American Education Week. Mrs. Guirguis hosted her annual ESL breakfast. The courtyard for outdoor learning is almost complete and Mr. Mazzini thanked the PTO for their generous donations. He also gave a listing of upcoming events.

Mr. Regan said tonight was a special meeting. He congratulated the volleyball champions noting their teamwork and camaraderie. He also commended the middle school soccer team and their coaches on a good season. The 6<sup>th</sup> Grade visited the Franklin Mineral Museum and the 7<sup>th</sup> and 8<sup>th</sup> Grades participated in the Brain Busters Quiz Bowl. The K.A.R.E. Club is collecting clothing donations for the refugees in Cairo as well as food donations for the holidays. Lastly, Mr. Regan spoke about the 4<sup>th</sup> graders trip to the STEM lab and how that was their first impression of the middle school. He explained that Mrs. DiMartini is here tonight with several 7<sup>th</sup> graders to present their projects.

STEM Presentation

Mrs. DiMartini said the program is off to a fantastic start. While the course is new, it is tied to state standards and other curriculum. The projects the students worked on and will present this evening include house/roof design, wind turbine, hydraulic robotic arms and a Ferris wheel. The house project involved devising a roof that could withstand the winter, which was depicted by dumping chopped ice onto finished model houses. The wind turbine project was comprised of creating turbines from PVC pipes and cardboard cutouts for the blades. The purpose was to see how much energy the turbine could create. The students were required to engineer each project from the design phase through construction and gave a short presentation of their work. The projects use a lot of supplies but at the end of the semester, the completed models are deconstructed and the supplies are reused. Mrs. DiMartini explained that students are now more interested in engineering. A short video with clips from the first semester's classes was shown.

**IX. REVIEW OF AGENDA**

- A. The board members reviewed the items.
- B. It was moved by Geller, seconded by Woods and approved by unanimous voice vote to open the meeting to public discussion limited to agenda items.
- C. There was no public discussion.
- D. It was moved by Geller, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

**X. ACTIONS**

**A. Instruction – Staffing**

1. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of the following substitute teachers for the 2015/2016 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98):

Debbie Ayton	Julia Caruso	Robert DiDio
Matt Famularo	Carol Lipton	George Margoules
Adrienne Relyea		

2. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to amend the following stipend position for the 2015/2016 school year, effective September 1, 2015, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
Student Council	D. Ruberto(.65)/J. Verno(.35)	\$2,172

3. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the following Teacher Mentor, as recommended by the Chief School Administrator:

<u>Position/Grade</u>	<u>Teacher</u>	<u>Mentor</u>
Gr. 2-4 Resource Room	Jaimie Ehardt	Jennifer Straub

4. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve guide movement for Wendy Fine, School Psychologist, from MA+16 to MA+32, Step 2, for the 2015/2016 school year, retroactive to September 1, 2015, as recommended by the Chief School Administrator.

**X. ACTIONS (Continued)****A. Instruction – Staffing (Continued)**

5. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve an extended unpaid leave of absence for Christina Korines, Grades 5-8 World Language Teacher, from December 11, 2015 to January 4, 2016, as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of Andrew Kang as a substitute teacher for the 2015/2016 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

7. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve guide movement for Danielle Ruberto, Grade 7 Language Arts Teacher, from BA to BA+16 Step 1, effective September 1, 2015, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

1. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to acknowledge the 2015 Demarest Middle School Girls Volleyball Team as the Northern Valley Regional Champions, as recommended by the Chief School Administrator.

2. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to confirm a Non Domiciled Tuition Agreement with Mr. & Mrs. Meiron for their children to attend Demarest Public Schools during the 2015/2016 school year beginning November 9, 2015 as non-residents pending domicile, at annual rates of \$14,871 for Fifth and Second Grades, as recommended by the Chief School Administrator.

3. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve Suzanne Calegari to provide Home Instruction beginning November 12, 2015 through December 10, 2015 (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.

4. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Closter Board of Education for Student ID # Z.K. (Local ID 302005) to attend the Preschool Learning/Language Disabled Class at Hillside School (half-day) for the 2015/2016 school year at a prorated cost of \$12,574.75 beginning October 28, 2015 through June 30, 2016, as recommended by the Child Study Team.

**C. Support Services – Staffing**

1. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to accept the notice of resignation from Jeong Mi Lee, Instructional Aide at Demarest Middle School for Student ID # 222086, effective November 24, 2015, as recommended by the Chief School Administrator.

2. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment of Lisa Kessler, Step 1, as an Instructional Aide at Demarest Middle School for Student ID # 222086, not to exceed 29 hours weekly, effective November 24, 2015 for the 2015/2016 school year, 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).

X. ACTIONS (Continued)**C. Support Services – Staffing (Continued)**

3. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment of (Kenia) Liz Galow as a substitute nurse for the 2015/2016 school year at a substitute teacher per diem rate as per policy, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

4. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment and award a non-tenure agreement to Kathy Ann Daly, Step 1, Level II of the Secretary's Salary Guide, as Principal's Secretary at County Road School, for the 2015/2016 school year, effective December 21, 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).

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

1. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the Demarest PTO to use the Demarest Middle School gymnasium on Saturday, January 23, 2016 from 9:00 a.m. to 5:00 p.m. for rehearsals and Friday and Saturday, January 29-30, 2016, 3:00 p.m. to 10:00 p.m., for performance of the musical Wizard of Oz, as recommended by the Chief School Administrator.

2. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the request of the Demarest PTO to use the facilities at Luther Lee Emerson School for International Heritage Day from 3:00 p.m. to 9:00 p.m. on Friday, March 11, 2016 and from 8:00 a.m. to 6:00 p.m. on Saturday March 12, 2016, as recommended by the Chief School Administrator.

3. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the request of Rebel 76 Soccer (Vikings Soccer Club) to use the gymnasium at County Road School for youth soccer programs on Mondays, Wednesdays and Fridays from 6:00 p.m. to 9:00 p.m. beginning December 7, 2015 through March 17, 2016 at no cost, as recommended by the Chief School Administrator.

4. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the creation of and job description for Maintenance/Custodial, as recommended by the Chief School Administrator.

5. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to acknowledge the Demarest Board of Education official election results of the November 3, 2015 election, certified by John S. Hogan, Bergen County Clerk, as recommended by the Chief School Administrator:

Kristie Woods, 521      Theodoros Alevrontas, 338      Eli Nachmany, 297

6. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve Cynthia Paspalas, School Nurse, to attend the Bergen County Department of Health Services workshop held on November 30, 2015 in Hackensack, NJ at a cost of \$35 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

X. ACTIONS (Continued)D. Support Services – Board of Education (Continued)

7. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the requests of Demarest Athletic Association (DAA) to use the district facilities for youth sports programs as detailed below, as recommended by the Chief School Administrator:

LOCATION	DATES	TIMES	COST
LLE Gym	11/18/15 – 12/22/15	Monday-Friday 6:00-9:00pm	n/a
LLE Gym	1/4/16 – 4/1/16	Monday-Friday 6:00-9:15pm	n/a
LLE Gym	1/9/16 – 3/26/16	Saturdays 8:30am-6:00pm	\$50/hour
LLE APR	1/9/16 – 3/26/16	Saturdays 9:00am-11:00am	\$50/hour
DMS Gym	1/4/16 – 3/31/16	Monday-Friday 6:00-9:00pm	n/a
DMS Gym	1/4/16 – 3/26/16	Saturdays 1:00-5:00pm	\$50/hour
CRS Gym	1/4/16 – 3/31/16	Tuesday & Thursday 6:00-8:00pm	n/a

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to confirm the October 16 – 31, 2015 payroll in the amount of \$355,772.03.

2. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to confirm the November 1 – 15, 2015 payroll in the amount of \$363,132.68

3. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve the October 2015 in-office checks and November 17, 2015 bills in the amount of \$613,430.748 as follows:

Subtotal Per Fund	Amount
10 General Current Fund Expense Funds	\$ 605,950.74
20 Special Revenue Funds	7,480.00
	<u>\$ 613,430.74</u>

4. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote 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 October 31, 2015, 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 Geller and approved by unanimous roll call vote 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 October 31, 2015 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 N.J.A.C. 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 Geller and approved by unanimous roll call vote to acknowledge receipt of the September 30, 2015 Report of the Board Secretary, 148 and Report of the Treasurer, A-149.

X. ACTIONS (Continued)E. Support Services – Fiscal Management (Continued)

7. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to confirm the following transfers for October 2015:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-217-100	Extraordinary Services Salaries	10,105
11-000-219-110	CST Other Salaries	1,000
11-000-221-104	Improv of Instruction Salaries Other Prof Staff	100
11-000-230-890	General Administration Misc Expenditures	180
		<u>\$ 11,385</u>

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-216-320	Related Services Purchased Prof Ed Services	9,905
11-000-216-500	Related Services Other Purch Services	200
11-000-219-320	CST Purchased Prof Ed Services	1,000
11-000-230-590	General Admin Other Purch Services	180
11-000-221-600	Improvement of Instruction General Supplies	100
		<u>\$ 11,385</u>

F. Other

1. It was moved by Geller, seconded by Verna and approved by unanimous voice vote to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, December 22, 2015 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 public at a future date.

XI. REPORTS

There were no reports given.

XII. PUBLIC DISCUSSION

There was no public present at this time.

XIII. NEW BUSINESS

Presentation by EI Associates regarding next year's capital projects.

Michael Wozny of EI Associates, Board Architect, discussed the potential projects for next summer.

1. Window replacement – Mr. Wozny explained there is typically a 6 month lead-time for the materials. Due to the lead time, Mr. Wozny recommends having the public bid in December, award the bid at the January board meeting and order the materials in February. This would allow for summer installation, which should take about 3-4 weeks. If the materials are not ready for summer installation, then it can be done during school months in the afternoons, one classroom at a time. The rates are the same whether the work is completed after school hours or during the summer. Mr. Wozny explained that the configuration and operation would be identical but the windows would be newer and much more energy efficient. He explains the most recent cost estimate is \$375,000 which is up from the original cost of \$340,000 and mostly due to the increase in the cost of materials.

Presentation by Architects, EI Associates (Continued)

2. Unit ventilators and casework – Mr. Wozny explained the new unit ventilators should be done at the same time as the windows because the units are along the window walls. He noted the cost would range from \$35,000 to \$40,000 per room (total estimate of \$385,000 - \$440,000). The units would include controls for heating and be more energy efficient.

3. Roof replacement at LLE – We have just finished a roof-replacement project at LLE, but another section needs to be replaced. The area in need is about 600,000 square feet and located over the main entrance. Mr. Wozny anticipates this to cost about \$120,000.

4. Chimney repair at LLE – The chimney needs brickwork and the cap replaced. Mr. Wozny expects the cost to be about \$20,000. President Holzberg asked if there was any way to enclose the air conditioning units outside to reduce the noise pollution. Mr. Wozny said we may be able to include in the bid for the chimney.

Board member Woods asked if all these projects were in the Long Range Facilities Plan. Mr. Wozny explained the first 3 projects were included and the chimney is an unexpected repair.

5. Classroom Update Project – Mr. Wozny spoke about the classroom update project that was done in the summer of 2014. He explained that the project has not yet been closed out because the vendor has failed to respond to the final punch list. There is \$40,000 outstanding on the bid and he recommended the board should contact their attorney.

6. Belmar Driveway – Mr. Wozny updated the board on the status on the Belmar driveway project. He explained that the plans have been approved by the NJ Department of Environmental Protection. Mr. Wozny's office sent out notification to all homeowners within a specific distance from the proposed site. The DEP received 8 or 9 letters from residents, to which EI Associates will be responding. He commented most of the letters received were concerned with water and flooding issues, but he explained that the proposed driveway will actually reroute water from Belmar Street to Drury Lane and improve the flooding issue. With regards to vegetation, Mr. Wozny explained that 9 mature trees will be removed but that other vegetation will be added.

XIV. EXECUTIVE SESSION (Continuation as needed)

No additional time needed for Executive Session.

XV. ADJOURNMENT

A. It was moved by Geller, seconded by Woods and approved by unanimous voice vote to adjourn at 8:47 p.m.

Respectfully submitted,



Thomas J. Perez  
School Business Administrator/Board Secretary