

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

January 17, 2017

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. 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.

- C. Roll Call: Alevrontas, Cantatore, Governale, Verna, Woods, Holzberg. Kirtane was absent.

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
1. Legal Matter – Innisfree
 2. Personnel Matters
- B. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present 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 Alevrontas, seconded by Verna to reopen the Regular Meeting to the public at 7:00 pm.
- B. Roll Call: Alevrontas, Cantatore, Governale, Verna, Woods, Holzberg. Kirtane was absent.

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Woods, seconded by Verna and approved by unanimous voice vote of those present to approve the minutes of the COW/Regular Meeting – December 13, 2016 and the Executive Session – December 13, 2016.

VI. CORRESPONDENCE

Board Secretary Perez reviewed this month's correspondence.

VII. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone back and informed everyone that January is Board Recognition Month and she is proud to work with everyone on the Board.

VIII. SUPERINTENDENT'S REPORT

Superintendent Fox provided the Board with an update regarding his 2016-2017 Merit Goals. He stated that he is blessed and appreciates the efforts of the Board. Northern Valley Regional Curriculum Center held a Professional Development Day on January 16 that incorporated all seven (7) communities and the two (2) high schools in the region. Superintendent Fox told the Board that this was one of the best organized events he has ever attended. He informed the Board the Dr. Price from the Curriculum Center will be retiring at the end of June.

IX. OTHER REPORTS/PRESENTATIONS

Mr. Regan reported to the Board that the EVVRS has been filed with the State and there were no violations. Additionally, he provided the Board with a semi-annual HIB report. HIB reports and investigations were lower than in the past. He felt that this was due to the many trainings and presentations that were conducted for staff, students and parents.

Some of the DMS STEM projects were shown to the Board by Mr. Regan. He also informed the Board of the many activities which recently took place that included the DOT Game, Spirit Week, Spelling Bee, Talent Show and the Peer Leaders working with the 5th graders. Other activities included the Robotics Robot Race, Holiday Concert, the Franklin Institute presentation on flight and participation in the Science Olympiad held at Union County College.

Mr. Mazzini presented an update on the recent activities and County Road and Luther Lee Emerson Schools. The Fire Department made a presentation to the Fire Award winners. The Pre-School Open House and Holiday Show were successful. Presentations were made by Schmitty the Weather Dog and the Franklin Institute on flight. The Kids4Caring Club met with resident from the Jewish Home in Rockleigh.

IX. OTHER REPORTS/PRESENTATIONS (continued)

Highlights from the 4th Grade STEM Program and the LLE News Team were presented by Mr. Nerkizian and Ms. Karrenberg.

X. REVIEW OF AGENDA

- A. Board members reviewed the items.

X. REVIEW OF AGENDA(continued)

- B. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to open the meeting to public discussion limited to agenda items.
- C. There was no public discussion.
- D. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to close the meeting to public discussion.

XI. ACTIONS**A. Instruction – Staffing**

1. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the notice of resignation of Inais Vazquez, Spanish Teacher at Luther Lee Emerson School, effective February 24, 2017, as recommended by the Chief School Administrator.

2. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve guide movement for Shannon Liik, from BA+16, Step 3 to MA, Step 3, effective February 1, 2017, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present Move to approve guide movement for Lori Cohen, from MA+16 Step 12 to MA+32 Step 12 effective February 1, 2017, as recommended by the Chief School Administrator.

4. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the employment of the following, as substitute teachers, for the remainder of the 2016/2017 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).

Shannon McBride

Julieann Barclay

5. Move to approve the employment of Shannon McBride, BA Step 1 prorated, as a Basic Skills Teacher effective February 1, 2017, for the 2016/2017 school year, as recommended by the Chief School Administrator. Regular employment status would become effective upon the candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

6. Move to approve Gina Long, Kindergarten teacher as mentor to Shannon McBride, Basic Skills teacher at CRS/LLE, commencing February 1, 2017, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve Julia Verno to conduct home instruction for student #8369344701, at a rate of \$33 per hour, not to exceed five hours per week, as recommended by the Chief School Administrator.

2. It was moved by Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to approve out of district placement for student #1798756709 in the Norwood School District Program for the period of January 9, 2017 to June 22, 2017 in the amount of \$7,768.74. Related Services are to be provided by Region III at their contracted cost, as recommended by the Child Study Team.

XI. ACTIONS (continued)

C. Support Services – Staffing

1. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation of Jessica Zahorian, paraprofessional aide at County Road School, effective January 5, 2017, as recommended by the Chief School Administrator.

2. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation of Kendall Near, Assistant to the Business Administrator/Accounts Payable, effective February 3, 2017, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve a Memorandum of Agreement with Lisa Carson as Assistant to the Business Administrator/Board Secretary; Accounts Payable, effective on February 6, 2017, as recommended by the Chief School Administrator. Regular employment status would become effective upon the candidate’s compliance with P.L. 1986, c.116 (revised 6/30/98).

4. It was moved by Cantatore, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Kimberly Alicea, Step 3, as a One to One Paraprofessional Aide at County Road School, student #8287260873, effective January 18, 2017, for the remainder of the 2016/2017 school year, not to exceed 29 hours weekly, 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).

D. Support Services – Board of Education

1. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the second and final reading of Policy and Regulation:

Policy 7510	Use of School Facilities
Regulation 7510	Use of School Facilities

2. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to accept and submit the mid-year Electronic Violence and Vandalism Report (EVVRS) and mid-year Harassment, Intimidation and Bullying Report, for the 6 month period, ended December 31, 2016, to the Division of Student Services, Office of Education Support Services, as recommended by the Chief School Administrator.

3. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the ESEA Accountability Action Plan 2016 Participation Rates and Statement of Assurances, as recommended by the Chief School Administrator.

4. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to authorize notification to the Executive County Superintendent and the New Jersey Department of Education for a waiver, as required, that the Demarest School District will not participate in the Special Education Medicaid Initiative/Medicaid Administrative Claiming Program (SEMI), as we do not meet the required minimum of Special Education/Classified students receiving Free or Reduced Lunches, as recommended by the Chief School Administrator.

XI. ACTIONS (continued)

D. Support Services – Board of Education (Continued)

5. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

RESOLUTION

WHEREAS, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Demarest Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Demarest Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine educational goals for the approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Education Progress scores and the preparation for college through advanced placement offerings and SAT assessments;

NOW, THEREFORE, BE IT RESOLVED, That the Demarest Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and

BE IT FURTHER RESOLVED, That the Demarest Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

6. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the request from the Demarest PTO to conduct Enrichment Programs at County Road and Luther Lee Emerson Schools from January 23, 2017 until April 2, 2017, as recommended by the Chief School Administrator.

7. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the request from the Demarest Summer Recreation Camp Program to use Luther Lee Emerson School from 8:00 a.m. to 2:15 p.m. Monday – Friday from June 23 – August 4, 2017, with the exception of July 4, as recommended by the Chief School Administrator.

XI. ACTIONS (continued)

D. Support Services – Board of Education (Continued)

- 8. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the 2017-2018 school calendar, as recommended by the Chief School Administrator.
- 9. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the Realtime Student Data System Coordinator stipend position to Jeanne Torre, Demarest Middle School Secretary, in the amount of \$4,000.00 per school year, prorated from February 1, 2017 to June 30, 2017, as recommended by the Chief School Administrator.
- 10. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve submission of the Active Learning Center Grant through Steelcase Education, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

- 1. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to confirm the December 16th 2016 – 31st 2016 payroll in the amount of \$368,848.38.
- 2. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to confirm the January 1st – 15th, 2017 payroll in the amount of \$371,707.06.
- 3. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to approve the December 2016 in office checks in the amount of \$467,803.39 and January 2017 budget checks in the amount of \$549,945.77 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$640,519.16
12 Capital Outlay	\$221,800.00
20 Special Revenue	<u>\$155,430.00</u>
Total Bills:	\$1,017,749.16

- 4. It was moved by Verna, seconded by Woods and approved by unanimous roll call 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 December 31, 2016, 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 Verna, seconded by Woods and approved by unanimous roll call 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 December 31, 2016 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.

XI. ACTIONS (continued)

E. Support Services – Fiscal Management (Continued)

6. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to acknowledge receipt of the November 30, 2016 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to confirm the following budget transfer for December 2016:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-262-110	Custodial Salaries	\$ 10,000
<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-261-420	Required Maint Cleaning, Repair & Maint	\$ 10,000

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, February 14, 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.

XII. REPORTS

None

XIII. PUBLIC DISCUSSION

- A. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. There was no public discussion.
- C. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to close the meeting to public discussion.

XIV. EXECUTIVE SESSION

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

XV. ADJOURNMENT

- A. It was moved by Verna, seconded by Woods and approved by unanimous voice vote to adjourn the meeting at 8:21 pm.

Respectfully submitted,



Thomas J. Perez

School Business Administrator/Board Secretary

