

# DEMAREST BOARD OF EDUCATION

## MINUTES –COW AND REGULAR MEETING

December 13, 2016

### I. OPENING

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

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

### II. ADJOURN TO EXECUTIVE SESSION

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

#### Personnel Matters

B. It was moved by Kirtane, 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 Kirtane, seconded by Woods and approved by unanimous voice vote of those present to reopen the Regular Meeting to the public.
- B. Roll Call: Alevrontas, Cantatore, Kirtane, Verna, Woods, Holzberg. 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

It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote of those present to accept the minutes of the Executive Session and the Committee-of-the-Whole/Regular Meeting held on November 15, 2016.

VI. CORRESPONDENCE

A letter of resignation from Amanda Kroff was presented to the Board.

VII. BOARD PRESIDENT'S REPORT

President Holzberg wished everyone a happy and health holiday. She and the Board are appreciative and proud of what is being done in the district. President Holzberg informed the Board that she attended the Delegate Assembly this past weekend. The major resolution was the passing of burden of proof back to parents and not the school in special education cases. This resolution grants to NJSBA the ability to lobby this cause if such legislation is presented.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox acknowledged the service of Board Member Molina and his efforts to serve the Demarest Community over the past 12 years as a Board of Education Member. He then acknowledged Nancy Niemira, Middle School Secretary, for her, more than 27 years, service to the district. Mr. Fox states that she is a "true asset" to the Demarest Middle School.

Mr. Fox then talked about the district's leadership team. He stated it is an honor to work with such an incredible team and wished them all a happy holiday.

Mr. Fox informed the Board that a Pre-K Open House will be held on January 5, 2017. On tonight's agenda is a resolution to change the 2016-2017 school calendar. The district will now be closed on Monday, January 2, 2017 is observance of New Year's Day and one day, June 23, 2017 will be added. The district Schoolwires App should be active after January 1 and the DMS Press has distributed their latest publication. Mr. Fox praised the students for the incredible work that they doing.

Mr. Perez informed the Board that the bond pricing took place on November 29 in connection with the refinancing of the outstanding bonds and that the bond closing is scheduled for December 20.

IX. OTHER REPORTS/PRESENTATIONS

Principal's Report

Mr. Mazzini reported on the following events and activities that took place at County Road and Luther Lee Emerson schools. Student participated in raising donations for Haiti and participated in Election Day events. The 4<sup>th</sup> graders attended an assembly on internet safety.

Students sent letters to veterans and received responses as part of observing Veterans Day. LLE also held their Winter Concert.

Mr. Regan reported that parent now have access to Realtime. Author Sara Pennypacker came to the school and discussed her book which students had previously read. Other activities included the 5<sup>th</sup> grade Buehler Challenger Mission, Table to Table, 5<sup>th</sup> and 6<sup>th</sup> grade dance and Alice in Wonderland play rehearsals have begun. A social media program for grades 5 and 6 students and a parent program for grades 7 and 8 were held. The basketball season has started and both the boys and girls are doing well.

#### X. REVIEW OF AGENDA

- A. The Board Members reviewed the items.
- B. It was moved by Kirtane, 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 Woods, seconded by Verna 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 Alevrontas, seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation from Amanda Kroff, Basic Skills teacher, at County Road School and Luther Lee Emerson School, effective December 31, 2016, 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 the employment of the following 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).

Monica Alvarez

Christina S. Ungaro

Brooke Colombo

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

None.

##### C. Support Services – Staffing

1. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Brooke Colombo, Step 1, as a Paraprofessional Aide at Luther Lee Emerson School for Student ID # 272068, effective January 2, 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).

2. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Izet Desic as a Substitute Custodian, at a rate of \$15.00 per hour, as needed, for the remainder 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).

3. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Noreen Cacciatore, as a Substitute Lunch Aide, Step 1 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).

4. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation from Kimberly Alicia, Paraprofessional Aide, at Demarest Middle School, effective December 13, 2016, as recommended by the Chief School Administrator.

5. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation from Ariana Glogower, Paraprofessional Aide, at Luther Lee Emerson School, effective December 16, 2016, as recommended by the Chief School Administrator.

6. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Stephanie Piccini, as Middle School Secretary, Step 1, pro-rated, effective January 3, 2017, as recommended by the Chief School Administrator. Employment status will become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

7. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote of those present to approve the employment of Christina Ungaro, as a paraprofessional aide, Step 1, a Demarest Middle School, effective January 9, 2017 for the following students: 232089, 232068, 232009, 232077, 232048, 232051, 212042, 212045 and 212054, 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).

D. Support Services – Board of Education

1. It was moved by Verna, seconded Woods and approved by unanimous voice vote of those present to approve the first reading of the following policy and regulation, as recommended by the Chief School Administrator:

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

2. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to acknowledge the service of Carlos Molina, as recommended by the Chief School Administrator:

WHEREAS, Carlos Molina dedicated his time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, his dedication served as a model of service to the community,

NOW THEREFORE, BE IT RESOLVED, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Carlos Molina in recognition of his twelve and one half (12.5) years of dedicated service as a member of the Demarest Board of Education.

## XI. ACTIONS

3. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to adopt the following resolution to acknowledge the service of Nancy Niemira, as recommended by the Chief School Administrator:

WHEREAS, Nancy Niemira dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW, THEREFORE BE IT RESOLVED, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Nancy Niemira in recognition of her twenty-seven and one half (27.5) years of dedicated service to the Demarest Board of Education.

4. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present, with Holzberg abstaining, to approve Diane Holzberg, Board President, to attend the NSBA Advocacy Institute Conference on January 29-31, 2017 in Washington, D.C. at a cost of \$695 for registration with reimbursement for lodging, meals and travel at the statutory rates as per NJOMB Guidelines, as recommended by the Chief School Administrator.

5. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to approve amending the existing shared service agreement with the Northern Valley Regional High School (NVRHS) for Kelly Stevens, the Supervisor of Curriculum, Instruction and Assessment, to (.6) in Demarest and (.4) in NVRHS, commencing February 1, 2017, as recommended by the Chief School Administrator.

6. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present 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, Tuesdays, Wednesdays, Thursdays, and Fridays from 6:00 p.m. to 8:00 p.m. beginning December 14, 2016 through March 17, 2017, as recommended by the Chief School Administrator.

7. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to approve the Change Order No. 002 for State Project No. 1070-050-15-1000, Partial Roof Replacement at Luther Lee Emerson School in the credit amount of \$3,050.00 for the unused project contingency allowance, as recommended by the Chief School Administrator.

8. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to accept the donation of lab supplies from Mrs. Adelman of The NYU Cancer Research Center for the Demarest Middle School science department, as recommended by the Chief School Administrator.

9. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to schedule the 2017 Annual Reorganization Meeting on Tuesday, January 3, 2017 at 5:30 p.m., as recommended by the Chief School Administrator.

10. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to appoint the Board Secretary as temporary chairman of the Annual Reorganization Meeting on January 3, 2017, as recommended by the Chief School Administrator.

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

INTERLOCAL SHARED SERVICE AGREEMENT FOR SOLID WASTE AND RECYCLING COLLECTION  
PURSUANT TO N.J.S.A. 40A:65-1

THIS INTERLOCAL AGREEMENT, made this 13th day of December, 2016, by and between:

THE BOARD OF EDUCATION OF THE BOROUGH OF DEMAREST, a duly established Board of Education of the State of New Jersey, having its principal offices at 568 Piermont Road, Demarest, New Jersey 07627 ("Board"); and

THE BOROUGH OF DEMAREST, a body politic and corporate of the State of New Jersey, having its principal offices at 118 Serpentine Road, Demarest, New Jersey 07627 ("Demarest" or the "Borough").

WHEREAS, the Board requires solid waste and recycling pickup and disposal from its facilities within the Borough; and

WHEREAS, Demarest has contracted for municipal solid waste and recycling collection and disposal for a five year agreement; and

WHEREAS, the New Jersey Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows any municipality to enter into a Contract with any other local unit for the joint provision of any services within their joint jurisdictions; and

WHEREAS, Board wishes to engage the Borough's vendor for solid waste and recycling carting services under the Borough's contract, effecting a cost savings for both units;

NOW, THEREFORE, the parties agree as follows:

- a. All of the above recitals are incorporated herein by reference.
- b. The Borough has agreed to provide solid waste and recycling pick up through Miele Sanitation on a schedule to be mutually determined by the vendor, Borough and Board, including solid waste containers provided by the vendor as determined necessary among the parties and the vendor. This term of this agreement shall be for five years, or concurrently with the existing Borough municipal solid waste contract, whichever concludes earlier.
- c. As consideration for the solid waste and recycling pickup, upon certification by the Business Administrator of the Board of Education of the availability of funds in the Board's operating budget or in such other account as may be appropriate, the Board shall pay Nine Hundred Fifty (\$950.00) dollars per month, on a quarterly basis upon presentation of an executed voucher in a form acceptable to the Board's Business Administrator.
- d. Demarest shall indemnify and hold harmless the Board, its elected and appointed officials and employees from and against any uninsured loss, liability, claim, damage and/or expense arising out the proper and lawful services to be provided by the vendor.
- e. The Board shall indemnify and hold harmless Demarest, its elected and appointed officials and employees from and against any loss, liability, claim, damage and/or expense arising out the proper and lawful services to be provided by the vendor.
- f. Demarest shall cause the vendor to name the Board, as an additional insured on its applicable insurance and bond coverage to cover any loss or damage to the personnel or equipment caused by the vendor's vehicles, employees or agencies.
- g. No employment relationship, actual or intended, shall be established between the vendor's personnel and Demarest or the Board under this agreement.
- h. Any conflict, dispute, disagreement or other issue arising hereunder shall be first submitted to the Mayor of the Borough and the President of the Board of Education for a reasonable attempt at reconciliation, with the advice and consent of a majority of their respective Borough Council and Board of Trustees. In the event a negotiated resolution cannot be effectuated for any reason, the parties agree to binding arbitration, to be conducted by a retired Judge of the Superior Court of New Jersey, to be appointed by the Assignment Judge of Bergen County on request of either party, with the compensation of said arbitrator to be set by the Assignment Judge and borne equally by the parties hereto.
- i. Upon execution hereof, a certified true copy of this agreement shall be forwarded to the office

of the Borough Clerk and Chief Financial Officer the Borough and to the Business Administrator of the Board for further action consistent herewith.

12. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to approve the second payment in the amount of \$216,600 for the County Road School Window Replacement Project, NJDOE #1070-030-16-2000, to Fuscon Enterprises, Inc. as reviewed by EI Associates and as recommended by the Chief School Administrator.

13. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote of those present to amend the 2016-2017 school calendar to reflect that school will be closed on January 2, 2017, and the last day of school will be Friday, June 23, 2017 as recommended by the Chief School Administrator.

#### E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to confirm the November 16<sup>th</sup> 2016 – 31st 2016 payroll in the amount of \$361,397.83.

2. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to confirm the December 1st – 15th, 2016 payroll in the amount of \$ 397,335.44.

3. It was moved by Wood, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the November 2016 in office checks in the amount of \$257,740.40 and December 2016 budget checks in the amount of \$180,046.82 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$420,033.50
12 Capital Outlay	\$ 15,103.72
<u>20 Special Revenue Funds</u>	<u>\$ 2,650.00</u>
Total Bills:	\$ 437,787.22

4. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following resolution:

##### Receipt of Certification from Board ecretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of November 30, 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 Woods, seconded by Cantatore 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 November 30, 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.

6. It was moved by Woods, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge receipt of the October 31, 2016 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

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

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-266-110	Security Salaries	\$ 7,320
11-000-310-110	Food Service Salaries	<u>1,800</u>
		\$ 9,120

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-266-590	Security Other Purchased Services	\$ 7,320
11-000-310-220	Food Services Social Security	<u>1,800</u>
		\$ 9,120

F. Other

1. It was moved by Alevrontas, 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, January 3, 2017 at 6:30 PM to discuss personnel 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

Board Member Cantatore reviewed the Policy Committee's meeting and discussion of Policy and Regulation #7510.

XIII. PUBLIC DISCUSSION

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

XIII EXECUTIVE SESSION


- A. The Board did not move into Executive Session.

XX. ADJOURNMENT

- A. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote of those present to adjourn at 7:41 p.m.



Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Thomas J. Perez', with a large, stylized flourish at the end.

Thomas J. Perez  
School Board Administrator/ Board Secretary