

DEMAREST BOARD OF EDUCATION

REGULAR MEETING MINUTES

County Road School - Library
September 19, 2017
5:30 P.M.

I. OPENING

A. The meeting was called to order by President Holzberg at 5:30 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.

Absent: Kirtane

Also present: Mr. Fox, Superintendent; Mr. Perez, Business Administrator and Board Secretary; Matt Lee, New Jersey School Boards Representative

Presentation by Matt Lee, New Jersey School Boards Representative

- o Board Self-Evaluation for the 2016-2017 school year.
- o Goal setting process
- o The Board established four district goals for the 2016-2017 school year and all goals were achieved. The goals were:
 - Implement and monitor a new STEM program in grade 4 to provide greater articulation into our middle school STEM program.
 - Continue to build trust and engagement with community outreach initiatives with the addition of the new district app.
 - Creation of an integrated pre-school program that will benefit children with disabilities socially, academically and emotionally.
 - Expand Teachers College Assessment to the middle school in grade 5 and including all special education students. 75% of students assessed will increase by one reading level by the end of the school year.
- o The Board established two board goals for the 2016-2017 school year and both goals were achieved. The goals were:
 - Successfully negotiate the DEA contract and contracts with the support staff and other administrators.

- Continue its review of the Facility Study, prioritize projects, and identify any additional curriculum and enrollment related construction needs. The board will develop a timeline for completion of projects.
 - The Board established four district goals for the 2017-2018 school year.
 - Continue to expand the community outreach initiatives including utilizing Chalkboard, the district app and press released to local news outlets.
 - Maintain certification as a Future-Ready School using the HUB, which provides resources and professional learning opportunities for school leaders.
 - Continue health and initiative to meet the growing needs of our student population.
 - The administration will establish ways for students to use social media responsibly. Presentations will be given to parents to educate families on the pros and cons of social media and cell phone use.
 - The Board established two Board goals for the 2017-2018 school year.
 - Board members will select an area of professional development to explore and bring back learnings to the board for presentation and discussion.
 - The Board will establish a schedule of site visits in cooperation with the administration, to develop more specific knowledge of buildings and grounds maintenance and improvements.

II. ADJOURN TO EXECUTIVE SESSION

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

1. Contract matters

B. It was moved by Woods, seconded by Verna 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 Woods, seconded by Verna to reopen the Regular Meeting to the public at 6:40 P.M.
- B. Roll Call: Alevrontas, Cantatore, Governale, Verna, Woods, Holzberg.
Absent: Kirtane

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

It was moved by Woods, seconded by Governale and approved by unanimous voice vote of those present to approve:

- August 15, 2017 COW/Regular and Executive Meeting Minutes

VI. CORRESPONDENCE

None at this time

VII. BOARD PRESIDENT'S REPORT

Ms. Holzberg thanked Superintendent Fox and the staff for all of their work related to a successful school opening.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox stated that the opening of schools went well and commended the staff for all of their hard work in preparation of student arrival.

IX. OTHER REPORTS/PRESENTATIONS

Principal Mazzini reported on the following :

- Pre-K/Kindergarten sneak peek
- Summer projects at County Road And Luther Lee Emerson
- Team building in Ms. Stiefbold's 3rd grade class
- Moving plates lesson
- Color coded signs by grade for parents front window to aide pick up time
- Mrs. Russo's language art publication
- Upcoming events : book fair on September 26th and 27th

Principal Regan reported on the following:

- Summer projects at Demarest Middle school
- Demarest Middle and Luther Lee Emerson recognized as 'future ready school(s)'
- Ms. Sydoruk - cells of living organisms

- o Ms. Roberto - Socratic seminar
- o Mr. Murphy – literature discussion
- o Fall sports began
- o DMS news finished their 1st episode
- o Back to school night video
- o Upcoming events

X. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Woods, seconded by Cantatore 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 Governale, seconded by Woods and approved by unanimous voice 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).

- Alyssa Picinich
- Sierra Wendeborn

2. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the reassignment of Christie Choman, CRS resource room teacher from .625 to .675 for the 2017/2018 school year, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the reassignment of Dana Del Corral, LLE Basic Skills teacher from .625 to .675 for the 2017/2018 school year, as recommended by the Chief School Administrator.

4 It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the reassignment of Shannon McBride from Basic Skills to Preschool teacher, for the 2017/2018 school year, as recommended by the Chief School Administrator.

5. It was moved by Governale, seconded by Woods and approved by unanimous voice vote of those present to approve the following stipend positions for the 2017/2018 school year, as recommended by the Chief School Administrator. Stipend to remain at 2016/2017 level and will be adjusted upon conclusion of negotiations with the Demarest Education Association.

Position	Staff	Amount
Band	John Zemba	\$6,367.00
Beginning Band	John Zemba	\$ 778.00

B. Instruction – Pupils/Programs

1. It was moved by Alevrontas, seconded by Cantatore and approved by unanimous voice vote of those present to approve a non-domiciled tuition agreement with Yair Eini and Smadar Schechter-Eini (parents) for their children to attend the 5th grade and 7th grade as non-residents, pending domicile, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. . It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve additional 11.25 summer hours for Victoria Zimmerman at her per diem rate, as recommended by the Chief School Administrator.

2. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve Patricia Hefter, Clerical Aide at County Road School, not to exceed 12.5 hours per week, Step 2, for the 2017/2018 school year, as recommended by the Chief School Administrator. Salary and step to remain at 2016/2017 level and will be adjusted upon conclusion of negotiations with the Demarest Education Association, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve MaryEllen Lesko, one to one Aide at County Road School, Step 1, not to exceed 29 hours per week, for the 2017/2018 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. c. 116 (revised 6/30/98). Salary and step to remain at 2016/2017 level and will be adjusted upon conclusion of negotiations with the Demarest Education Association, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to acknowledge sick leave for Louis Vogel, Custodian at County Road School, from July 17, 2017 through October 17, 2017, as recommended by the Chief School Administrator.

5. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve custodial substitute Izet Desic, Step 1, effective September 1, 2017, for the duration of custodian on sick leave, as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Woods and approved by unanimous voice vote of those present to approve reassignment of Valbona Derguti from aide at DMS to aide at CRS, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present **BE IT RESOLVED** to approve the following resolution:

WHEREAS, the Superintendent has presented his action plan for proposed merit bonus criteria to the Board for the 2017-2018 school year in accordance with Article IV, Item 2, of his Employment Agreement: and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the Superintendent's action plan for the attainment of merit criteria for the 2017-2018 school year in accordance with the merit provision for additional compensation contained in the Superintendent's employment agreement: and

BE IT FURTHER RESOLVED, that the Superintendent is hereby authorized to submit his proposed action plan for the attainment of the merit criteria set forth therein to the Executive County Superintendent for the review and approval in accordance with N.J.A.C. 6A:23A-3.1.

2. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve the following requests for facility use, in accordance with policy 7510, as recommended by the Chief School Administrator.

Group/Event	Date/Time	Location
SACC	17/18 school year on full session days	LLE music room CRS art room
Girl Scout Troop	9/15, 10/13, 11/17, 12/21, 1/19, 2/16, 3/2, 3/16 3:15-4:30	LLE APR
PTO/ Book Fair	October 25, 26, 27	LLE Gym
PTO Meetings DMS	9/14 8:30-9:30AM 1/4 8:30-9:30AM 5/3 8:30-9:30AM 6/7 8:30-9:30AM	Cafeteria
PTO Meetings LLE	9/12 3:30-4:30PM 11/2 6:30-7:30PM 3/1 6:30-7:30PM	Library

3. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present 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	Registration Fee
Alison Porto and Julie Worgul BSI and Reading	International Dyslexia Association Somerset, NJ October 13th	190.00 per person
Michelle Terzini-Hollar CST Supervisor/Psychologist	Rutgers CE classes Various locations October 19 th , 23 rd and 26th December 13 th February 19 th	\$554.00

4. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve refund of Pre-K tuition, as recommended by the Chief School Administrator:

Name	Amount
Mr. & Mrs. Miller	\$1800.00
Mr. & Mrs. Badolati	\$1800.00

5. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve participation in Region III busing, for the 2017/2018 school year, as recommended by the Chief School Administrator.

6. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Statement of Assurance (SOA) for paraprofessional staff for the 2017/2018 school year, as recommended by the Chief School Administrator.

7. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Statement of Assurance (SOA) for Lead Testing, as recommended by the Chief School Administrator.

8. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Nursing Plan for the 2017/2018 school year, as recommended by the Chief School Administrator.

9. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve payment application #2 in the amount of \$53,304.50 for the Luther Lee Emerson School Boiler Installation Project, NJDOE # 03-1070-050-17-1000, to Pennetta Industrial Automation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

10. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Change Order #1 for the Luther Lee Emerson School Boiler Installation Project, NJDOE #03-1070-050-17-1000, to Pennetta Industrial Automation, in the amount of \$17,177.35, as recommended by the Chief School Administrator.

11. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve payment application #2 in the amount of \$111,530.00 for the County Road School Unit Ventilator and Casework Replacement Project, NJDOE # 03-1070-030-16-1000, to Industrial Cooling Corporation, as reviewed by EI Associates and as recommended by the Chief School Administrator.

12. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve disposal of Smartboards, iMacs and miscellaneous technology equipment, as recommended by the Chief School Administrator.

13. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Matera's Nursery, as they provided the most responsive quote for the purchase of various grounds keeping equipment, at a cost not to exceed \$20,555.00, as recommended by the Chief School Administrator.

14. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve the use of the Marshall Evaluation Instrument for teacher evaluations, meeting or exceeding all Achieve NJ regulatory requirements, for the 2017/2018 school year, as recommended by the Chief School Administrator.

15. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve Yea Eun Park, student teacher, to observe elementary classes at CRS, September – October 2017, not to exceed 10 hours, as recommended by the Chief School Administrator.

16. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve the Demarest Parent Teacher Organization (PTO) as an additional insured under the Board's General Liability Insurance, as recommended by the Chief School Administrator.

17. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present 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
Michael Fox Superintendent Kelly Stevens Supervisor of Curriculum and Assessment,	NJASA Techspo Conference Atlantic City, NJ January 25 th and 26 th	\$425.00 per person

18. It was moved by Woods, seconded by Cantatore and approved by unanimous voice vote of those present to approve participation in the New Jersey State School Employees Health Benefits Program to provide health benefits for school district employees for the 2017/2018 school year at the established rates, 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 voice vote of those present to confirm the August 31, 2017 payroll in the amount of \$77,371.90

2. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to confirm September 15, 2017 payroll in the amount of \$351,846.47.

3. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to approve the August 2017 in office checks in the amount of \$305,790.84 and August, 2017 budget checks in the amount of \$604,891.76 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 490,845.45
12 Capital Outlay	\$ 331,137.15
40 Debt Service	<u>\$ 88,700.00</u>
Total Bills:	\$ 910,682.60

4. It was moved by Verna, seconded by Woods and approved by unanimous voice 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 August 31, 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. It was moved by Verna, seconded by Woods and approved by unanimous voice 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 August 31, 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. It was moved by Verna, seconded by Woods and approved by unanimous voice vote of those present to acknowledge receipt of the July 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 voice vote of those present to confirm the following budget transfers for August 2017 school year,

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-263-420	Care Upkeep Grounds Clean, Repair, Maint	\$ 7,000
11-213-100-890	Spec Ed Resource Room Other Objects	<u>95</u>
		\$ 7,095

From:	Account	Amount
11-000-263-610	Care Upkeep Grounds General Supplies	\$ 7,000
11-213-100-640	Spec Ed Resource Room Textbooks	95
		<u>\$ 7,095</u>

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, October 17, 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

A. Kristie Woods reported on the recent Building and Grounds Committee meeting.

XIII. PUBLIC DISCUSSION

- A. It was moved by Woods, seconded by Governale and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. Stella Davis of 76 Holland Ave is requesting subscription busing and would like a survey conducted to see who wants subscription busing
- C. It was moved by Woods, seconded by Verna 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 Woods, seconded by Verna and approved by unanimous voice vote to adjourn the meeting at 7:43 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary

