

DEMAREST BOARD OF EDUCATION

REGULAR MEETING MINUTES

County Road School - Library
May 16, 2017
6:30 P.M.

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, Kirtane, Woods, Holzberg.
Also present: Superintendent Fox and Board Secretary Perez

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
1. Student Matters - Residency
 2. HIB Incident report(s)
 3. Personnel matters
- B. It was moved by Cantatore, seconded by Alevrontas 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 to reopen the Regular Meeting to the public at 7:05 P.M.
- B. Roll Call: Alevrontas, Cantatore, Governale, Kirtane, Woods, Holzberg.
Also present: Superintendent Fox and Board Secretary Perez

IV. PLEDGE OF ALLEGIANCE

President Holzberg led the flag salute.

V. APPROVAL OF MINUTES OF THE MEETINGS

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

- April 18, 2017 COW and Executive Session
- April 25, 2017 Public Budget Hearing/Regular and Executive.

VI. CORRESPONDENCE

Board Secretary reviewed the letter from the Borough regarding participation in the Memorial Day Parade.

VII. BOARD PRESIDENT'S REPORT

Ms. Holzberg welcomed those earning tenure to the 'Demarest family'.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox noted that the teachers earning tenure as well as Mr. Regan are leaders with students and staff. He also commented about the senior service students.

IX. OTHER REPORTS/PRESENTATIONS

None

X. REVIEW OF AGENDA

- A. Board members reviewed the items and the following corrections were made:
- A.1. Corrine Conti LOA (1yr)
 - A.1. Add Victoria Zimmerman
 - A.3. Laura Noel removed
 - A.3 Kim Aiello (.8)
 - A.3 Kristen Gronek (.625)
 - A.8. Mary Kate Portera's end date is amended to May 26, 2017
 - A.9. Omit – duplication of A.5.
- B. There was no motion for public discussion being no one from the public was present.

XI. ACTIONS

A. Instruction – Staffing

1. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve re-appointment of the following tenured teachers for the 2017/2018 school year. Salary guide and step to remain at 2016-2017 level. Salary and step will be adjusted upon conclusion of negotiations with the Demarest Education Association, as recommended by the Chief School Administrator:

TEACHER	TEACHER
Colleen Appelblatt	Lauren Licameli
Allison Beckley (.625)	Gina Long
Loretta Borghi	Osnat Mach
Suzanne Calegari	Lauren Magnifico
Isabella Cavalli	Karleen McDermott
Lori Cohen	Heather Mourao
Corrine Conti LOA (1 yr)	Toby Murphy
Dana DelCorral	Chris Nerkizian
Maureen Desmond	Dixie Nolan
Bridget DiMartini	Alexandria O'Hara
Sharon Dippolito	Cynthia Paspalas
Danielle Dubois	Geraldine Peterson
Deborah Duby	Jennifer Plunkett
Kristen Erol	Carl Quillen
Allison Feifer	Ellen Ricciutti
Melanie Fielder	Jennifer Rilli
Janna Geller	Sherri Rinckhoff
Jennifer Giaconia	Adrienne Ross
Walter Gonzales	Douglas Stokes
Michelle Greenberg	Sara Stokes
Janet Guirguis	Mary Tierney
Denise Karrenberg	Joanna Werner
Kristin Konight	Julie Worgul
Christina Korines	Victoria Zimmerman
Sunny Lew	John Zemba

2. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to award tenure and re-appoint the following teachers for the 2017/2018 school year. Salary guide and step to remain at 2016-2017 level. Salary and step will be adjusted upon conclusion of negotiations with the Demarest Education Association, as recommended by the Chief School Administrator:

TEACHER	TEACHER
Katelyn Hubener	Carmelo Sortino
Paige Sydoruk	Gabriela Torres

3. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to re-appoint the following non-tenured teachers for the 2017-2018 school year. Salary guide and step to remain at 2016-2017 level. Salary and step will be adjusted upon conclusion of negotiations with the Demarest Education Association, as recommended by the Chief School Administrator:

TEACHER	TEACHER
Kim Aiello (.8)	Shannon Liik
Alexandra Avillo	Shannon McBride
Victor DeMaio	Christine Reynolds
Kristen Fallon	Regina Rohn
Wendy Fine	Danielle Ruberto
Kathleen Forma	Mariluz Ruiz-Norena
Kristen Gronek (.625)	Samantha Russo
Wendy Heffler	Jessica Schoepflin
Tara Kelly	Hannah Sutker
Sarah Kim	Julia Verno
Anna Kuzdraj	Meaghan Williams
Andrew Lefer	

4. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve Joseph Polvere, Grade 5, Social Studies Teacher, MA+32, Step 7*, based on the 2016-2017 Salary Guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

5. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve Racheal Shuldman, (.5) Speech and Language Therapist, MA, Step 1*, based on the 2016-2017 guide, for the 2017-2018 school year, as recommended by the Chief School Administrator.

*Salary and Step will be adjusted upon conclusion of negotiations with the Demarest Education Association.

6. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present Move to approve placement of Melissa Pesce (FMLA Leave Replacement for Alexandra O’Hara, third grade teacher) at BA Step 1 per diem, effective June 6, 2017 through June 23, 2017, as recommended by the Chief School Administrator.

7. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve placement of Patrick Ryan (FMLA Leave Replacement for Corinne, sixth grade teacher) at BA Step 1 per diem, effective June 6, 2017 through June 23, 2017, as recommended by the Chief School Administrator.

8. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve placement of Mary Kate Portera (FMLA Leave Replacement for Dixie Nolan, first grade teacher) at BA Step 1 per diem, effective May 3, 2017 through May 26, 2017, as recommended by the Chief School Administrator.

9. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to approve Robert Marmorstein to be mentored by Jennifer Rilli from May 8, 2017 to June 30, 2017, as recommended by the Chief School Administrator.

10. It was moved by Alevrontas, and seconded by Woods and approved by unanimous roll call vote of those present to accept the notice of resignation from Carissa Iannantuano, pre-school teacher, effective June 23, 2017.

B. Instruction – Pupils/Programs

1. It was moved by Cantatore, and seconded by Woods and approved by unanimous roll call vote of those present to accept donation of various science lab supplies from Matrix Biology Institute, valued at approximately \$5,000.00, as recommended by the Chief School Administrator:

2. It was moved by Cantatore, and seconded by Woods and approved by unanimous roll call vote of those present to approve student # 9347746642 and # 9933935405 to continue at Luther Lee Emerson School as non-resident students with no tuition charged, through the end of the school year.

C. Support Services – Staffing

1. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to award tenure as a principal to Jonathon Regan, as of September 1, 2017, as recommended by the Chief School Administrator:

2. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to approve the following temporary summer custodian, as recommended by the Chief School Administrator.

NAME	START DATE	RATE/HOUR
Remington Coscarello	June 26, 2017	\$11.50

3. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to approve the contracted services of Michele McMahon, LDTC, at the hourly rate of \$75.00 per hour for the 2017-2018 school year, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Woods, and seconded by Kirtane and approved by unanimous roll call vote of those present to approve the attendance of the following staff to attend the 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.

Staff Name/Title	Event	Admission Cost
Toby Murphy/ 8 th grade teacher	National Writing Project July 10-13, 2017 Rider University, Lawrenceville, N.J .	\$295.00

2. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to approve the renewal agreement with Delta Dental for the period July 1, 2017 through June 30, 2020, as recommended by the Chief School Administrator:

3. It was moved by Woods, and seconded by Kirtane and approved by unanimous roll call vote of those present to approve shared service agreement with Bergen County, for the sharing of emergency and non – emergency equipment.

4. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to approve acceptance of the school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2. A drill was conducted on April 5, 2017 commencing at 8:05 A.M. in the Luther Lee Emerson School parking lot supervised by Principal Mazzini.

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

Whereas, The Demarest Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas, The Demarest Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Demarest Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Ms. Kelly Stevens to be the district’s liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Ms. Kelly Stevens will be the responsible agent at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district’s commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

6. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to award the contract for the Unit Ventilator and Casework Replacement at County Road School (State project # 1070-030-16-1000) to the lowest responsible bidder, Industrial Cooling Corporation of Metuchen, New Jersey, as a result of the public bid held on May 4, 2017 for a total cost of \$200,400.00 based on the information below (and as on file in the Board of Education Office), as reviewed and recommended by EI Associates and the Chief School Administrator.

Contractor	Total Bid	Base Bid	Allowance	Alternate 1
Industrial Cooling Corp	\$200,400	\$190,400	\$10,000	(\$9,000)
Teo Technologies, Inc.	\$202,200	\$192,200	\$10,000	(\$8,000)
Thassian Mechanical	\$220,000	\$210,000	\$10,000	(\$14,000)
Pennetta Industrial	\$222,400	\$212,400	\$10,000	(\$19,400)
Sunnyfield Corp.	\$303,000	\$293,000	\$10,000	(\$20,000)

Echelon Services, Inc. provided a combined bid for both projects. Their combined bid was the second highest total bid in the amount of \$457,700.

7. It was moved by Kirtane, and seconded by Woods and approved by unanimous roll call vote of those present to approve amending the current copier lease to include an additional copier at 99.00 per month.

E. Support Services – Fiscal Management

1. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to confirm the April 30, 2017 payroll in the amount of \$352,959.25.

2. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to confirm May 15, 2017 payroll in the amount of \$378,491.47.

3. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to approve the April 2017 in office checks in the amount of \$279,674.22 and May 16, 2017 budget checks in the amount of \$94,219.33 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$344,393.55
12 Capital Outlay	<u>\$ 29,500.00</u>
Total Bills:	\$373,893.55

4. It was moved by Governale, and 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 April, 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 Governale, and 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 April, 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 Governale, and seconded by Woods and approved by unanimous roll call vote of those present to acknowledge receipt of the March Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to confirm the following budget transfer for April 2017:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-262-610	Custodial Svcs General Supplies	\$ 400
12-000-400-450	Capital Outlay Construction Services	<u>11,210</u>
		\$ 11,610

To:	Account	Amount
11-000-262-520	Custodial Svcs Insurance	\$ 11,210
11-000-262-590	Custodial Svcs Other Purchased Svcs	400
		\$ 11,610

8. It was moved by Governale, and seconded by Woods and approved by unanimous roll call vote of those present to approve the tax levy schedule for the 2017/2018 school year as follows:

Month / Year	General Fund	Debt Service	Total Tax Due
July 2017	\$1,131,962	\$ 88,700	\$1,220,662
August 2017	1,131,962		1,131,962
September 2017	1,131,962		1,131,962
October 2017	1,131,962		1,131,962
November 2017	1,131,962		1,131,962
December 2017	1,131,962		1,131,962
January 2018	1,131,962	518,700	1,650,662
February 2018	1,131,962		1,131,962
March 2018	1,131,962		1,131,962
April 2018	1,131,962		1,131,962
May 2018	1,131,962		1,131,962
June 2018	1,131,960		1,131,960
Totals	\$ 13,583,542	\$ 607,400	\$ 14,190,942

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, June 20, 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

- Building and Grounds
- Ms. Holzberg updated the Board on negotiation status with the Demarest Education Association.

XIII. PUBLIC DISCUSSION

A. There was no motion for public discussion being no one from the public was present.

XIV. EXECUTIVE SESSION

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

XV. ADJOURNMENT

- A. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 8:06 P.M.

Sincerely,

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

Thomas Perez
Business Administrator and Board Secretary

