

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

September 16, 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, read by Board Vice President Woods:
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, Molina, Verna, Woods were present. Holzberg arrived at 7:02. 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:
1. Update on litigation regarding student injury.
 2. Discussion of potential litigation regarding maternity leave.
- B. It was moved by Woods, seconded by Geller 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 Geller, seconded by Molina and approved by unanimous voice vote to reopen the Regular Meeting to the public at 6:52 p.m.
- B. Roll Call: Cantatore, Geller, Kirtane, Molina, Verna, Woods were present. Holzberg arrived at 7:02.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Woods, seconded by Geller and approved by unanimous voice vote to accept the minutes of the COW/Regular Meeting held on August 18, 2015, the Executive Session held on August 18, 2015 and the Special Meeting held on August 25, 2015.

VI. CORRESPONDENCE

There was no correspondence to review this evening.

VII. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone and commented that the schools look great for the new year.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox complimented the custodians and secretaries for all their hard work over the summer. He also complimented the principals and Ms. Kelly Stevens on a great start to the school year. He discussed the 1:1 roll out, how exciting and well attended it was. He noted that only 8 students of entire middle school population decided to use their own device in place of the school-offered MacBook Air. Mr. Fox discussed the new STEM program, the high review the students have given it and Bridget DiMartini's excellent job at creating the curriculum. He thanked the school board for both the 1:1 and STEM programs. Mr. Fox explained the outdoor education classroom is underway at Luther Lee Emerson School. Lastly, he commented on a great first PTO meeting and its new leadership.

Principal's Report

Mr. Regan spoke about the 3-day orientation for new teachers and the new staff breakfast at the middle school. He talked about the exciting first day of school and how the students were buzzing. The laptop distribution was very successful and efficient, with 6 teachers volunteering. He explained that with the school issued devices in place of the bring-your-own-device we were using, the students view the MacBook Air as a learning tool. He commented half the school population says that STEM is their favorite class. Mr. Regan spoke about the new smartboards and how in conjunction with Mr. Sortino and Mr. Reynoso they have been experimenting with Apple TV. He noted that fall sports kick off this week for soccer and volleyball and Back-to-School-Night is tomorrow. Lastly, Mr. Regan showed an awesome video of pictures from the first week of school.

Mr. Mazzini talked about opening day and how the traffic was mostly smooth. He discussed the new items at County Road School including cubbies, smartboards which 2 students can write on at once and new lighting. The tech labs gained new desktops and iPads that were passed down from the middle school. At Luther Lee Emerson School, a new kitchen was installed, small group instruction has been created in the library and the partial new roof was finished. Mr. Mazzini discussed the curriculum changes including Go Math and Think Central. He commented on 9/11 and explained that he spoke to the students about what it means to be American. He would like to design a more thorough program for 9/11 next year. He noted that the schools have created new emergency management plans and put them in place. He discussed upcoming events including 'Week of Respect', book fair and picture day. Mr. Mazzini provided an update of the outdoor classroom work.

IX. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Woods, seconded by Geller 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 amend the following stipend position for the 2015/2016 school year, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
DMS Lunchroom Coordinator	A. Lefer, D. Ruberto	\$3,121/p.p.

2. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve guide movement for Julia Verno, Grades 5-8 Resource Room Teacher, from BA+16 to BA+32 Step 3, effective September 1, 2015, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve guide movement for Paige Sydurok, Grade 7 Science Teacher, from MA to MA+16 Step 7, effective September 1, 2015, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to accept the notice of resignation from Amanda Morris, Grade 2-4 Resource Room Teacher, effective September 4, 2015, as recommended by the Chief School Administrator.

5. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve placement on the Teachers' Salary Guide for the following long-term leave replacements at BA Step 1, as recommended by the Chief School Administrator:

Joseph Fritz	Grade 5-8 Music (.625)	October 6, 2015
Crystal Cooke	Grade 1-2 Basic Skills	October 6, 2015
Regina Eftychiou	Grade 5-8 World Language	September 8, 2015

6. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve Alene Santana as a substitute teacher, not to exceed 1 day per week, for the 2015/2016 school year, as recommended by the Chief School Administrator:

7. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the request of Melanie Fielder, 2nd Grade Teacher, for a paid medical leave of absence (FMLA) from September 9, 2015 through October 5, 2015 (tentatively), as recommended by the Chief School Administrator.

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

<u>Position/Grade</u>	<u>Teacher</u>	<u>Mentor</u>
8 th Social Studies	Christine Reynolds	Joanne Werner
5 th Social Studies	Patrick Rochford	Isabelle Cavalli
6 th English Language	Wendy Heffler	Corinne Conti
7 th English Language	Danielle Ruberto	Toby Sorge
5 th -8 th Phys. Ed.	Victor DeMaio	Jennifer Rilli
5 th -8 th Spec. Ed.	Jessica Schoepflin	Julie Worgul
3 rd Grade	Hannah Sutker	Mary Tierney
4 th Grade	Sarah Kim	Lori Cohen

X. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

9. It was moved by Cantatore, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of Gabby Baretto 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).

B. Instruction – Pupils/Programs

1. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve a revised Special Education Tuition contract with the Closter Board of Education, previously approved in Resolution B-4 on July 21, 2015, for Student ID # 1658951405 to attend the Preschool Learning/Language Disabled Class at Hillside School (full-day) for the 2015/2016 school year at a cost of \$30,382 paid semi-annually, as recommended by the Child Study Team.

2. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve two (2) Special Education Tuition contracts for Valley Program Special Classes with Northern Valley Regional High School District (Student ID # 7389542612 and Local ID # 302003) for the period September 1, 2015 – June 30, 2016 at a cost of \$64,629.09 per student, as recommended by the Child Study Team.

3. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve an Extended Special Education Tuition contract for Valley Program Special Classes with Northern Valley Regional High School District (Student ID # 1481531764) for the period July 1, 2015 through June 30, 2016 at a cost of \$71,092, as recommended by the Child Study Team.

4. It was moved by Kirtane, seconded by Woods and approved by unanimous roll call vote to approve two (2) contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for Student Y.L. (state ID not yet issued) to receive Level Four Services in the amount of \$14,300 and Student ID #2529758090 to receive Level One Services in the amount of \$1,900 for the 2015/2016 school year, as recommended by the Child Study Team.

C. Support Services – Staffing

1. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of the following Instructional Aides, not to exceed 29 hours weekly, 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):

<u>Name</u>	<u>Location</u>	<u>Student Local ID #'s</u>
Marjorie Apollo-Rizzo, Step 8	CRS	272068
Cathy DeCarlo, Step 1	LLE	242075
Valbona Derguti, Step 1	DMS	222007, 222093, 222092 222094, 212092

2. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve Gilda Natko as an Out-of-District Instructional Aide at Closter Pre-School, Step 3, not to exceed 29 hours weekly, for Student ID # 1658951405 for the 2015/2016 school year, as recommended by the Chief School Administrator.

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

3. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve Blake Simis and Gilda Natko as Substitute Instructional Aides for the 2015/2016 school year, as recommended by the Chief School Administrator.

4. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to approve Michael Leone and Arben Bresa as Substitute Custodians at a rate of \$15 per hour, as needed, for the 2015/2016 school year, as recommended by the Chief School Administrator.

5. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to amend the non-tenure contract for Jeanne Torre from (.75) part-time to full-time, Step 1, as Middle School Secretary for the 2015/2016 school year, effective October 1, 2015, as recommended by the by the Chief School Administrator.

6. It was moved by Verna, seconded by Geller and approved by unanimous roll call vote to appoint Frank Mazzini as the District Affirmative Action Officer for the 2015/2016 school year, effective September 1, 2015, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to adopt the Demarest School District Nursing Plan for the 2015/2016 school year, 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 Uniform State Memorandum of Agreement with the Demarest Police Department for the 2015/2016 school year, 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 Julie Worgul, Special Education Teacher, to attend the IDA (International Dyslexia Association) Annual Conference held on October 16, 2015 in Somerset, NJ at a cost of \$190 for registration, with statutory mileage reimbursement, 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 Ossi Mach, Music Teacher, to attend the Carnegie Hall workshop held on September 27, 2015 in New York, NY at no cost, with reimbursement for travel at statutory rates, as recommended by the Chief School Administrator.

5. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve Kelly Stevens, Curriculum Coordinator, to attend the *Coaching Seminar* hosted by NVCC held on November 20, 2015 at NVRHS at a cost of \$65 for registration with statutory mileage reimbursement, as recommended by the Chief School Administrator.

6. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve Kelly Stevens, Curriculum Coordinator, to attend the *Meeting with Apple Professional Development People* held on October 7, 2015 in New York, NY at no cost, with reimbursement for travel at statutory rates, 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 an agreement with E-rate Partners LLC for Category 1 E-rate Services for the 2016/2017 school year, at a cost of \$1,000, as recommended by the Chief School Administrator.

8. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept the donation of 8 books to Luther Lee Emerson School, in memory of Marianna Simpson, as recommended by the Chief School Administrator.

9. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve change order No.1 with Lighton Industries for additional light fixtures at County Road School under MRESC 14/15-19 GC2, in the amount of \$5,197.20, as recommended by the Chief School Administrator.

10. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve disposal of various equipment (as distributed) including science tables, smart boards, cafeteria chairs and miscellaneous technology equipment, as recommended by the Chief School Administrator.

11. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote 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.

12. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to adopt the District and Board Goals for the 2015/2016 school year as follows, as recommended by the Chief School Administrator.

DISTRICT GOALS:

A. Achieve a student growth model that impacts district level curriculum using data supplied by the Northern Valley Assessment for mathematics.

B. Improve student achievement by continued provision of staff professional development for the implementation of the 1:1 technology as measured through lesson planning review and classroom observations.

C. Implement and monitor the new STEM program at the middle school and research its use at the elementary level as identified in the final report.

D. Provide for the successful assimilation of new instructional and administrative staff through orientation and transition opportunities.

BOARD GOALS:

A. Continue to improve communications with the Demarest community at large.

B. Enhance the Board's understanding of policy development.

13. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the request of the Demarest Athletic Association to use the gymnasium at Luther Lee Emerson School for basketball tryouts from 6:00 p.m. to 9:00 p.m. on October 5, 8 and 19, at no cost, as recommended by the Chief School Administrator.

X. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

14. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the request of the Girl Scouts of Northern NJ to use the cafeteria at Luther Lee Emerson School for scout meetings from 3:00 p.m. to 5:00 p.m. on the following dates, at no cost, as recommended by the Chief School Administrator:

9/18/2015, 10/2/2015, 10/16/2015, 10/30/2015, 11/13/2015, 11/20/2015, 12/4/2015, 12/18/2015
 1/8/2015, 1/22/2015, 2/5/2015, 2/26/2015, 3/11/2015, 3/18/2015, 4/1/2015, 4/22/2015, 5/6/2015,
 5/20/2015, 6/3/2015, 6/17/2015

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to confirm the August 16th – 31st 2015 payroll in the amount of \$67,220.80.
2. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to confirm the September 1st – 15th 2015 payroll in the amount of \$334,526.53.
3. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve the August 2015 bills in the amount of \$933,525.40 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 627,952.23
12 Capital Outlay	177,095.67
20 Special Funds	9,240.00
40 Debt Service Funds	119,237.50
	<u>\$ 933,525.40</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 August 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 August 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 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 Geller and approved by unanimous roll call vote to acknowledge receipt of July 31, 2015 Report of the Board Secretary, 148.

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 August 2015:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-340	Regular Instruction Purch Technical Services	525
11-204-100-106	Sp Ed LLD- Other Salaries for Instruction	5,850
11-120-100-101	Regular Instruction Salaries Grades 1-5	28,500
11-401-100-500	Co-Curricular Other Purchased Services	100
11-000-211-105	Attendance Salaries Secretarial/Clerical	2,300
11-000-217-106	Extraordinary Services Salaries Other Instruction	95,000
11-000-218-105	Guidance Salaries Secretarial/Clerical	1,200
11-000-100-569	Tuition Other	36,000
11-000-230-895	General Administration BOE Dues/Memberships	500
11-000-262-610	Custodial General Supplies	30,540
11-000-262-621	Custodial Energy Natural Gas	10,500
		<u>\$211,015</u>

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-190-100-320	Regular Instruction Purch Prof Educ Services	525
11-204-100-610	Sp Ed LLD Supplies & Materials	5,500
11-206-100-106	Sp Ed Visual Impairments Other Salaries Instruction	350
11-230-100-101	Basic Skills Salaries	28,500
11-402-100-500	Athletics Other Purch Services	100
11-000-213-104	Health Services Salaries	2,300
11-000-216-320	Related Services Purchased Prof Ed Services	71,000
11-000-218-600	Guidance Supplies & Materials	1,200
11-000-219-320	CST Purchased Prof Ed Services	60,000
11-000-230-890	General Admin Other Objects	500
11-000-262-420	Custodial Cleaning, Repairs, Maintenance	1,000
11-000-262-490	Custodial Other Purch Property Services	11,400
11-000-262-520	Custodial Insurance	18,140
11-000-263-610	Care & Upkeep of Grounds General Supplies	10,500
		<u>\$211,015</u>

F. Other

1. It was moved by Molina, seconded by Woods 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, October 13, 2015 at 6:30 p.m. to discuss student, 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.

2. It was moved by Molina, seconded by Woods 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, October 20, 2015 at 6:30 p.m. to discuss student, 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 this evening.

XII. PUBLIC DISCUSSION

There was no public present at this time.

XIII. EXECUTIVE SESSION (Continuation as needed)

There was no additional time needed this evening.

XIV. ADJOURNMENT

A. It was moved by Verna, seconded by Molina and approved by unanimous voice vote to adjourn at 7:36 p.m.

Respectfully submitted,



Thomas J. Perez
School Business Administrator/Board Secretary