

DEMAREST BOARD OF EDUCATION

AGENDA – REGULAR MEETING

February 26, 2013

7:30 P.M.

I. OPENING

A. Meeting called to order.

B. Board President's 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. Flag Salute.

D. Roll Call: Galtieri, Geisenheimer, Geller, Molina, Verna, Woods and Holzberg

E. Move to accept the minutes of the:

Reorganization Meeting – January 7, 2013
Regular Meeting – January 15, 2013

Moved by:

Seconded:

Action (v):

F. Review of correspondence.

II. BOARD PRESIDENT'S REPORT

III. SUPERINTENDENT'S REPORT

IV. REVIEW OF AGENDA

A. Board members review the items.

B. Move to open the meeting to public discussion limited to agenda items.

Moved by:

Seconded:

Action (v):

C. Public discussion.

D. Move to close the meeting to public discussion.

Moved by:

Seconded:

Action (v):

V. ACTIONS (Continued)

D. Support Services – Board of Education

1. Move to approve the attendance of Julie Roessler, Resource Room Teacher, at the Creating Behaviorally Sound Schools workshop held on March 22, 2013 in Paramus, New Jersey, with registration in the amount of \$100 and reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

2. Move to approve the attendance of Michelle Terzini-Hollar, School Psychologist, at the Academic Review 2 PLUS 2 Workshop held on Saturday – Sunday, March 16-17, 2013 in New York, NY, with registration in the amount of \$549 and reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

3. Move to approve the attendance of Michael Fox, Superintendent, at the NJASA School Security Conference held on March 13, 2013 in Edison, NJ, with registration in the amount of \$100 and reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

4. Move to approve the Flexible Spending Account (FSA), a Section 125 Cafeteria Plan, administered by USBA Flex, offered to Demarest School District employees, as recommended by the New Jersey School Boards Association and the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

5. Move to accept the School Bus Emergency evacuation drill report (on file in the Board of Education office), as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

6. Move to approve the request of the Demarest PTO to use the gymnasium and all-purpose-room at Luther Lee Emerson School for International Heritage Day on Friday, March 15, 2013 from 3:00 p.m. to 9:00 p.m. and on Saturday March 16, 2013 from 8:00 a.m. to 7:00 p.m., as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

7. Move to approve the request of the Demarest PTO to use the all-purpose-room at County Road School for the Demarest 5K Run on Sunday May 19, 2013 from 6:30 a.m. to 12:00 p.m., as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

8. Move to approve the request of the Vikings Soccer Club to use the field at Luther Lee Emerson School for soccer from 9:30 a.m. to 11:30 a.m. on the following Saturdays, at a fee of \$200, as recommended by the Chief School Administrator:

April 20 and 27, 2013
 May 4, 11 and 18, 2013

Moved by:
Action (RC): G Gei Gel M V W H *Seconded:*

9. Move to approve board member attendance at mandatory training with the New Jersey School Boards Association, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Gel M V W H *Seconded:*

10. Move to approve the first reading and adoption of the following revised Policies/Regulations/Bylaws, as recommended by the Chief School Administrator:

- Policy/Regulation 1330 – Use of School Facilities
- Policy 2131 – Chief School Administrator
- Policy/Regulation 3516.1 – Automatic External Defibrillator
- Policy 4121 – Substitute Teachers
- Policy 6142.10 – Technology
- Policy 6172 – Alternative Educational Programs
- Policy 6173 – Home Instruction
- Bylaw 9236 – Minutes
- Bylaw 9270 – Conflict of Interest

Moved by:
Action (RC): G Gei Gel M V W H *Seconded:*

11. Move to approve the first reading of the following new Policies, as recommended by the Chief School Administrator:

- Policy 4119.2/4219.2 – Responsibilities of Certificated/Non-Certificated Staff
- Policy 4119.27/4219.27 – Staff Use of Internet Social Networks
- Policy 4150.1/4250.1 – Family & Medical Leave of Certificated/Non-Certificated Staff

Moved by:
Action (RC): G Gei Gel M V W H *Seconded:*

12. Move to approve the sale or disposal of unused assets, as per the list distributed, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Gel M V W H *Seconded:*

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

13. Move to approve the amended 2013/2014 student calendar, as distributed, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

14. Move to approve fourth payment, in the amount of \$25,915.65, to CJ Vanderbeck & Son, Inc. for the Demarest Middle School boiler replacement project, as reviewed by LAN Associates and as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

15. Move to approve fourth (and final) payment, in the amount of \$7,385, to TEO Technologies, Inc. for the Luther Lee Emerson School air conditioning project, as reviewed by LAN Associates and as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

16. Move to approve LAN Associates to prepare bid specifications for Sidewalk Replacement at Luther Lee Emerson and County Road Schools at a cost of \$4,900, with construction administration and supervision costs not to exceed \$4,000. This contract is awarded without competitive bidding as a 'Professional Service' by a firm authorized to perform such services, under the provisions of the Public School Contracts Law, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

17. Move to approve LAN Associates to prepare bid specifications for air conditioning installation for the Demarest Middle School cafeteria at a cost of \$9,200, with construction administration and supervision costs not to exceed \$5,000. This contract is awarded without competitive bidding as a 'Professional Service' by a firm authorized to perform such services, under the provisions of the Public School Contracts Law, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

18. Move to approve board member attendance at the Bergen County School Boards Association meeting on March 14, 2013 in Ridgewood, NJ, with reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

19. Move to accept the donation of 12 iPads from Mr. Norman Ng and Mrs. Sandy Fung for use by students in County Road and Luther Lee Emerson Schools, as recommended by the Chief School Administrator.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

V. ACTIONS (Continued)

E. Support Services –Fiscal Management

1. Move to confirm the January 16th – 31st, 2013 payroll in the amount of \$331,488.58.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

2. Move to confirm the February 1st – 15th, 2013 payroll in the amount of \$358,812.47.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

3. Move to approve the January 2013 bills in the amount of \$446,240.38, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$321,533.23
12 Capital Outlay	96,257.65
20 Special Revenue Funds	28,449.50

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

4. Move to approve the following resolution:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Frank G. Chilson certify that as of January 31, 2013, 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.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

5. Move 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 January 31, 2013, 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.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

6. Move to acknowledge receipt of the December 31, 2012 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

Moved by: *Seconded:*
Action (RC): G Gei Gel M V W H

F. Other

1. Move to schedule a Public Meeting to adopt the 2013/2014 Preliminary Budget for submission to the Executive County Superintendent for approval on Tuesday, March 5, 2013, at 7:30 p.m., as recommended by the Chief School Administrator.

Moved by: *Seconded:* *Action (v):*

V. ACTIONS (Continued)

E. Support Services –Fiscal Management

2. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, March 19, 2013 at 7:00 p.m. 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.

Moved by:

Seconded:

Action (v):

3. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Thursday, March 28, 2013 at 7:00 p.m. 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.

Moved by:

Seconded:

Action (v):

4. Move to schedule the Public Budget Hearing at 7:30 p.m. on Thursday, March 28, 2013, prior to the Regular Public Meeting, as recommended by the Chief School Administrator.

Moved by:

Seconded:

Action (v):

VI. REPORTS

VII. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

Moved by:

Seconded:

Action (v):

B. Move to close the meeting to public discussion.

Moved by:

Seconded:

Action (v):

VIII. EXECUTIVE SESSION (IF NEEDED)

A. Move to reenter the Executive Session (if needed) to discuss personnel and/or legal matters.

Moved by:

Seconded:

Action (v):

B. Move to close the Executive Session and reenter the public session.

Moved by:

Seconded:

Action (v):

IX. ADJOURNMENT

A. Move to adjourn at _____ P.M.

Moved by:

Seconded:

Action (v):

