

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

October 21, 2014

I. OPENING

A. The meeting was called to order at 7:09 p.m.

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. President Holzberg led the flag salute.

D. Roll Call: Geisenheimer, Geller, Kirtane, Verna, Woods and Holzberg were present. Molina was absent.

E. It was moved by Woods, seconded by Geisenheimer and approved by unanimous voice vote to accept the minutes of the Committee-of-the-Whole Meeting from September 9, 2014 and the Regular Meeting from September 16, 2014.

F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed the public, commenting it was nice to see everyone.

III. SUPERINTENDENT'S REPORT

Mr. Mazzini, Principal of County Road and Luther Lee Emerson Schools, presented an overview of activities at the elementary schools. He spoke about CRT and Teacher Writing Assignments, the PTO Book Fair and Cultural Arts. Students participated in Week of Respect and Luther Lee Emerson School started a recycling program, where recycling collections are completed two to three times per week. Students started a Walk to School Wednesdays program. The Breast Cancer Walk raised approximately \$6,000.

IV. REVIEW OF AGENDA

A. Board members reviewed the items.

B. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to open the meeting to public discussion limited to agenda items.

C. There was no public discussion this evening, related to agenda items.

D. It was moved by Geller, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONS

A. Instruction – Staffing

1. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve the provisional employment of the following substitute teachers for the 2014/2015 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):

Debra Rosenstock Ryan Schmid Angella Yuzary Naomi Blank

2. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve the following stipend position for the 2014/2015 school year, as recommended by the Chief School Administrator:

<u>STIPEND POSITION</u>	<u>TEACHER</u>	<u>AMOUNT</u>
Boys Basketball	C. Nerkizian	\$2,000.00

3. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve placement of Andrew Cole (temporary leave replacement for Grade 5 Social Studies) on the Teachers’ Salary Guide at BA, Step 1, effective October 2, 2014 – February 1, 2015, as recommended by the Chief School Administrator.

4. It was moved by Kirtane, seconded by Geller and approved by unanimous roll call vote to approve the request of Employee ID # 93115087 for an extended unpaid leave of absence under NJ FLMA from October 16, 2014 through November 25, 2014, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following 2014 Demarest Middle School **Boys’ Basketball** schedule for the 2014/2015 school year, as recommended by the Chief School Administrator:

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Wednesday	12/03	Harrington Park	Away
Monday	12/08	Norwood	Away
Wednesday	12/10	Old Tappan	Away
Monday	12/15	Haworth	Home
Wednesday	12/17	Northvale	Home
Tuesday	01/06	Closter	Away
Thursday	01/08	Harrington Park	Home
Monday	01/12	Norwood	Home
Wednesday	01/14	Old Tappan	Home
Monday	01/19	Haworth	Away
Wednesday	01/21	Northvale	Away
Monday	01/26	Closter	Home
Week of	02/02	Playoffs	
Week of	02/09	Championships	

V. ACTIONS (Continued)B. Instruction – Pupils/Programs (Continued)

2. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following 2014 Demarest Middle School **Girls' Basketball** schedule for the 2014/2015 school year, as recommended by the Chief School Administrator:

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Wednesday	12/03	Harrington Park	Home
Monday	12/08	Norwood	Home
Wednesday	12/10	Old Tappan	Home
Monday	12/15	Haworth	Away
Wednesday	12/17	Northvale	Away
Tuesday	01/06	Closter	Home
Thursday	01/08	Harrington Park	Away
Monday	01/12	Norwood	Away
Wednesday	01/14	Old Tappan	Away
Monday	01/19	Haworth	Home
Wednesday	01/21	Northvale	Home
Monday	01/26	Closter	Away
Week of	02/02	Playoffs	
Week of	02/09	Championships	

3. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the 6th grade Class Trip to Fairview Lake on April 29, 2015 to May 1, 2015, as recommended by the Chief School Administrator.

4. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the 8th grade Class Trip to Washington, D.C. on May 19, 2015 to May 21, 2015, as recommended by the Chief School Administrator.

5. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve Tara Doyle, college student at St. Thomas Aquinas College, to complete 20 hours of teacher observations at Luther Lee Emerson, as recommended by the Chief School Administrator.

6. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to accept the grant award from Bergen County Utilities Authority in the amount of \$ 741 for use in environmental service-learning projects, as recommended by the Chief School Administrator.

7. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to accept donation of \$1,000 for use in the middle school library from Anjali Bakhr, 5th grade student, as a result of winning 1st place in the Summer Reading Essay Contest organized by the Charles Lafitte Foundation, as recommended by the Chief School Administrator.

8. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to appropriate \$559 for 2013/2014 NCLB Title III carry over into the 2014/2015 school year budget, as recommended by the Chief School Administrator.

9. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Revised Special Education Additional Service contract with the Cresskill Board of Education for Student ID # 2529758090 to update the cost for One to One Aide to the amount of \$20,520 for the 2014/2015 school year, as recommended by the Child Study Team.

V. ACTIONS (Continued)C. Support Services – Staffing

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the resignation of Karen Sokol, Instructional Aide for Student ID #'s 252070 and 252046, effective October 3, 2014, as recommended by the Chief School Administrator.

2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the reassignment of Theresa Flannery, Instruction Aide, from Luther Lee Emerson School to Demarest Middle School for Student ID #'s 222010, 222024 and 22203, as recommended by the Chief School Administrator.

3. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment of the following Lunch Aides, Step 1, at Demarest Middle School, for the 2014/2015 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):

Michelle Andreasen

Marey Aziilides

4 It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve Dawn Delasandro to provide training to the new Secretary to the Business Administrator for up to 20 hours at a rate of \$30 per hour, as recommended by the Chief School Administrator.

5. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve Consultative Services by Maria Bachmann, Teacher of The Visually Impaired, to assist our staff and the NJ Commission for the Blind for four (4) hours monthly at a rate of \$150 per hour for the 2014-2015 school year, as recommended by the Child Study Team.

D. Support Services – Board of Education

1. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the second payment in the amount of \$124,260 to T.M. Brennan Contractors, Inc. for the County Road School classroom upgrades project, as reviewed by EI Associates and as recommended by the Chief School Administrator.

2. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the continued participation in the Middlesex Regional Education Services Commission (MRESC) Cooperative Price Agreement, as recommended by the Chief School Administrator.

3. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept the 2014 Annual Facilities Checklists and submit to the Executive County Superintendent, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

4. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator.

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Demarest School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THERFORE, BE IT RESOLVED that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with Department of Education requirements.

5. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the 2014 QSAC Statement of Assurance (SOA) and submit it to the Executive County Superintendent, as recommended by the Chief School Administrator.

6. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve Heather Mourao, School Social Worker, to attend New Jersey's 5th Statewide Conference on Children's Mental Health held on October 28, 2014 in Iselin, NJ at a cost of \$55 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

7. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the request of the Vikings Soccer Club to use the gymnasium at Demarest Middle School for soccer from 8:30 a.m. to 12:00 p.m. on the following Saturdays, at a fee of \$50 per hour, as recommended by the Chief School Administrator:

December 13 and 20, 2014
February 7 and 28, 2015

January 10 and 17, 2015
March 7, 14 and 21, 2015

8. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the request of the Demarest Athletic Association to use the gymnasium at Demarest Middle School for basketball from 12:00 p.m. to 6:00 p.m. on the following Saturdays, at a fee of \$50 per hour, as recommended by the Chief School Administrator:

January 10, and 17, 2015

February 7 and 28, 2015

March 7, 14, and 21, 2015

9. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the request of the Demarest Athletic Association to use the gymnasium and All Purpose Room at Luther Lee Emerson School for basketball from 8:30 a.m. to 6:00 p.m. on the following Saturdays, at a fee of \$50 per hour, as recommended by the Chief School Administrator:

December 6, 13 and 20, 2014
February 7 and 28, 2015

January 10, 17, 24 and 31, 2015
March 7, 14, and 21, 2015

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)

10. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the following resolution, as recommended by the Chief School Administrator:

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF DEMAREST IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED RENOVATIONS TO COUNTY ROAD SCHOOL

WHEREAS, the Board of Education of the Borough of Demarest in the County of Bergen, New Jersey (the "Board"), in the furtherance of its educational goals and constitutional duties to provide a thorough and efficient education seeks to submit a project to the voters which project consists of the renovation of the County Road School (collectively, the "Project"); and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of the Project;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF DEMAREST IN THE COUNTY OF BERGEN, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby approves the preparation of Schematic Plans and Educational Specifications by EI Associates in connection with the Project and Board further authorizes and directs EI Associates to submit same to the New Jersey Department of Education and to the Bergen County Superintendent of Schools for review and approval. The Board further authorized and directs the submission of the Schematic Plans to the Demarest Planning Board for its review, if required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board hereby approves the Project Application and authorizes EI Associates to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. The Board hereby authorizes and directs the Board President, the Superintendent and the Board Secretary, as applicable, to sign the schematic plans and scope of work, the amendment to the Long Range Facilities Plan, the project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, EI Associates and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Projects to the voters via a bond referendum at a Special School District Election to be held at a date to be determined by the Board.

Section 7. This resolution shall take effect immediately.

11. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the attendance of Diane Holzberg, Board President, at the December 2, 2014 BCSBA meeting at Northern Highlands Regional High School in Allendale NJ, with mileage reimbursed at the statutory rate, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

12. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept the donation of hand sanitizers from Dr. Sandy Fung, Demarest parent, for use in our classrooms, as recommended by the Chief School Administrator.

13. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to adopt the District and Board Goals for the 2014/2015 school year as follows, as recommended by the Chief School Administrator.

DISTRICT GOALS:

- A. Improve student achievement through creation of school based assessments (Student Growth Objectives-SGOs that include 3 data points.)
- B. Improve student achievement as measured on quarterly benchmark assessments and though infused 1:1 technology into the middle school program utilizing varied devices including those necessary for PARCC Readiness for students and staff.
- C. Implement and monitor progress of the new mathematics program, Go Math/Big Ideas for grades K-8, as measured through the online component to assess and analyze growth and mastery of concepts.
- D. Investigate and recommend student opportunities including multiple content areas with teachers in the Demarest Middle School Academic Enrichment Program.

BOARD GOALS:

- A. The Board will review the district mission statement.
- B. Continue to improve communications with the Demarest community at large and particularly the parents.
- C. Continue to explore opportunities that meet the changing needs of Demarest Schools.

14. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the first reading and adoption of the following revised Policies/Regulations/Bylaws, as recommended by the Chief School Administrator:

2130 Policy	Administrative staff/evaluation
2131 Policy	Chief School Administrator
2131 Exhibit 1	Chief School Administrator Evaluation Calendar
2131 Regulation	Job Description: Superintendent
2224 Policy	Nondiscrimination affirmative action
4111 Policy	Recruitment, selection, and hiring certified personnel
4111.1 Policy	Nondiscrimination/certified staff policy
4112.2 Policy	Certification
4116-Policy	Evaluation
4116 Regulation	Evaluation Certified Staff
4131/4131.1 Policy	Staff Development: In-service educ/visitations/confer/ certified personnel
4211 Policy	Recruitment, selection and hiring NON certified personnel
4211.1 Policy	Nondiscrimination/affirmative action NON certified personnel
5145.4 Policy	Equal Education Opportunity
6121 Policy	Nondiscrimination/affirmative action
6145 Policy	Extracurricular activity

V. ACTIONS (Continued)

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the September 16 – 30, 2014 payroll in the amount of \$330,614.62
2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the October 1 – 15, 2014 payroll in the amount of \$340,839.71
3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the September 2014 bills in the amount of \$1,002,011.57 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 967,790.57
12 Capital Outlay	5,950.00
20 Special Revenue Funds	<u>28,271.00</u>
	<u>\$1,002,011.57</u>

4. It was moved by Woods, seconded by Geisenheimer 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, Frank G. Chilson, certify that as of September 30, 2014, 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 Geisenheimer 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 September 30, 2014 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 Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of August 31, 2014 Report of the Board Secretary, 148 and Report of the Treasurer, A-149.

V. ACTIONS (Continued)E. Support Services – Fiscal Management (Continued)

7. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for September 2014:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
11-130-100-101-3-0000-02	Language Arts	44,068
11-130-100-101-3-0000-03	Foreign Language	20,000
11-130-100-101-3-0000-05	Mathematics	42,000
11-130-100-101-3-0000-07	Science	56,000
11-130-100-101-3-0000-08	Social Studies	52,000
11-130-100-101-3-0000-10	Reading	100,372
11-206-100-101-2-0000-14	Visually Impaired	50,828
11-206-100-106-2-0000-14	Visually Impaired	16,000
11-213-100-101-3-0000-15	Resource Room	126,000
11-213-100-101-1-0000-15	Resource Room	14,000
		\$ 521,268

<u>To</u>	<u>Account No.</u>	<u>Amount</u>
11-120-100-101-2-0000-02	Language Arts	44,068
11-120-100-101-2-0000-03	Foreign Language	28,000
11-120-100-101-2-0000-04	Health & Phys. Ed.	3,800
11-130-100-101-3-0000-04	Health & Phys. Ed.	10,000
11-120-100-101-2-0000-05	Mathematics	42,000
11-120-100-101-2-0000-07	Science	56,000
11-120-100-101-2-0000-08	Social Studies	32,000
11-120-100-101-2-0000-09	Academic Enrichment	49,000
11-130-100-101-3-0000-09	Academic Enrichment	114,000
11-213-100-101-2-0000-15	Resource Room	140,000
11-000-216-320-0-0000-16	Speech Instruction	400
11-000-262-520-0-0000-28	Operations	2,000
		\$ 521,268

F. Other

1. It was moved by Kirtane, seconded 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, November 11, 2014 at 6:30 p.m. to discuss personnel, negotiations 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 Kirtane, seconded 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, November 18, 2014 at 6:30 p.m. to discuss personnel, negotiations 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.

VI. REPORTS

There were no reports this evening.

VII. PUBLIC DISCUSSION

A. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to open the meeting to public discussion.

1. A resident of Columbus Road asked for clarification of the K-4 STEM Program.
Mr. Fox spoke about the middle school initiative of coding with Raspberry PIE, center for science, Robotics. We envision moving the programs down to the elementary level.

2. B. Bernstein, resident, questioned the four rooms that would be built on to Luther Lee Emerson School.

Mr. Fox explained they would be utilized for the fourth grade and the current fourth grade rooms would be used for other purposes. He directed Mr. Bernstein to the Fact Sheet.

B. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

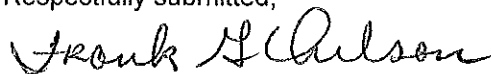
VIII. EXECUTIVE SESSION (Continuation as needed)

There was no additional time needed this evening.

IX. ADJOURNMENT

- A. It was moved by Woods, seconded by Kirtane and approved by unanimous voice vote to adjourn at 7:54 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary