

DEMAREST BOARD OF EDUCATION

AGENDA – REGULAR MEETING

April 23, 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 three newspapers: The Record, The Press Journal 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:

Preliminary Budget Adoption Meeting – March 5, 2013
Budget Hearing Meeting – March 27, 2013
Regular Meeting – March 27, 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

A. Instruction – Staffing

1. Move to approve the provisional employment of Maria Bachman, BA+32 Step 1, as Teacher of the Visually Impaired, for the 2013/2014 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. 8A:6-7 et. seq. (revised 6/30/98).

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

B. Instruction – Pupils/Programs

1. Move to approve the Eighth (8th) Grade Graduation to be held Thursday, June 20, 2013 at 6:00 p.m., as recommended by the Chief School Administrator.

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

2. Move to approve a Non Domiciled Tuition Agreement with Gary and Maureen Salmirs for their child to attend 5th Grade at Demarest Middle School for the 2013/2014 school year in the amount of \$15,121, as recommended by the Chief School Administrator.

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

3. Move to approve the Northern Valley 2013 Track schedule as follows, as recommended by the Chief School Administrator:

Date	Place	Schools	Host
May 10, 2013	Demarest	Closter, Demarest, Harrington Park	NVRHS-Demarest
May 28, 2013	Old Tappan	Haworth, Old Tappan, Demarest	NVRHS-Old Tappan
June 3, 2013	Old Tappan	Demarest, Norwood, Haworth	NVRHS-Old Tappan
June 5, 2013	Demarest	NVD Championship – Demarest, Haworth and Closter	Norwood

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

C. Support Services – Staffing

1. Move to accept the resignation of Jodi McCord Tiffenberg, Instructional Aide (Student ID # 252003), at County Road School, effective April 26, 2013, as recommended by the Chief School Administrator.

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

D. Support Services – Board of Education

1. Move to approve the attendance of F. Chilson, School Business Administrator, at the 44th Annual Rutgers Public Purchasing Educational Forum on May 1 - 2, 2013 at the Sheraton Atlantic City Convention Center Hotel in Atlantic City, New Jersey in the amount of \$350 for registration, with mileage reimbursed at GSA rates, 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)

2. Move to approve the following resolution, supporting New Jersey Schools on the enrollment of resident children, as recommended by the Chief School Administrator:

WHEREAS, the Department of Education has recommended to the New Jersey State Legislature that the funding of our public schools in the State of New Jersey shall be based upon the average daily attendance of school children which is contrary to current law (The School Funding Reform Act of 2008) which provides funding on the basis of average daily enrollment, and

WHEREAS, the Department of Education has determined that an appropriate average daily attendance rate of 96% shall be the level of attendance for all New Jersey school districts, and districts that demonstrate an attendance rate of less than 96% shall suffer a loss of school aid for the 2013/14 school year, and

WHEREAS, a 96% attendance rate is equal to a child being absent from school no more than seven days in one school year, and

WHEREAS, it is the opinion of the Demarest Board of Education that a 96% attendance rate is an arbitrary standard to apply to all New Jersey School Districts and is contrary to the history of funding in this State and the School Funding Reform Act of 2008, and

WHEREAS, New Jersey school districts must staff, equip, feed, and transport our children based upon the enrollment of students , and we do not send teachers home, or stop the buses, or turn off the lights, or sell their textbooks when a child is absent for health or other family reasons, and

WHEREAS, the recommendation of the Department of Education to penalize districts by reducing school aid when a district cannot demonstrate an average daily attendance in excess of 96% simply shifts the burden to support a thorough and efficient education to the local taxpayer,

NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education does hereby declare that the recommendation of the Department of Education to provide school funding based upon the attendance of children for the 2013/14 school year is contrary to current law and fails to recognize that districts provide staff and resources for an adequate public education for all “enrolled” resident children in their school district, and

BE IT FURTHER RESOLVED that the Demarest Board of Education hereby requests it’s local legislators in particular and all legislators in general to reject the recommendation of the N.J. Department of Education to fund the public schools of the State of New Jersey based upon the attendance of resident children and to comply with our current school funding law which provides State support based upon the enrollment of resident school children.

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

3. Move to approve the Demarest Summer Recreation Camp request to utilize the Luther Lee Emerson School gymnasium and cafeteria for set-up on June 28, 2013 and for daily camp activities Monday – Friday (8:30 a.m. -1:30 p.m., 2:00 p.m. on Mondays, Wednesdays and Thursdays) effective July 1, 2013 through August 9, 2013, as recommended by the Chief School Administrator.

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

4. Move to approve the request of Kiddie Kickers to utilize the Luther Lee Emerson School fields for soccer activities on June 24-28, 2013 (4:00 - 6:00 p.m.) at a rate of \$200, 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)**

5. Move to approve the request of St. Joseph's Soccer League to utilize the fields at Demarest Middle School 12:45 p.m. - 2:45 p.m., Monday-Thursday, effective July 8, 2013 through August 15, 2013; and Mondays and Thursdays (5:45 p.m. – 7:45 p.m.) and Saturdays (9:30 a.m. – 11:30 a.m.) effective June 20, 2013 through August 22, 2013, for an agreed upon rate of \$2,080, as recommended by the Chief School Administrator.

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

6. Move to approve fifth and sixth (final) payments, in the amount of \$34,483.35, 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

7. Move to approve participation in the public bid for supply and transportation of natural gas with the Middlesex Regional Educational Services Commission (MRESC), as recommended by the Chief School Administrator.

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

8. Move to adopt the following resolution:

BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT

This agreement is made this 23rd day of April 2013 between Northern Valley Regional High School District with its principal offices located at 162 Knickerbocker Road, Demarest, New Jersey (Northern Valley) and the Demarest Board of Education with its principal offices located at 568 Piermont Road, Demarest, NJ (Demarest).

WHEREAS the school districts realize that efficiencies can be gained by a shared services agreement pursuant to N.J.S.A. 40A:65-1 et seq. in which Northern Valley would provide Buildings and Grounds services.

WHEREAS Demarest wishes to take advantage of the staffing opportunities of Northern Valley.

WHEREAS the Northern Valley Assistant Superintendent for Business oversees the administration of Northern Valley Buildings and Grounds.

WHEREAS Northern Valley employs a certified Supervisor of Buildings and Grounds and varying other Buildings and Grounds experts. The Supervisor of Buildings and Grounds is responsible for the day-to-day operations at the high schools.

WHEREAS this Agreement provides for the Supervisor of Buildings and Grounds coordinating and scheduling Northern Valley maintenance personnel on a part-time basis to complete maintenance projects and repairs for the Demarest Elementary District.

WHEREAS the Northern Valley Assistant Superintendent for Business will utilize the Buildings and Grounds staff at Northern Valley to interact and gain efficiencies with Buildings and Grounds in Demarest.

V. ACTIONS (Continued)**D. Support Services – Board of Education (Continued)****Resolution #8 (Continued)**

WHEREAS the Northern Valley certified Supervisor of Buildings and Grounds will meet regularly with the district Business Administrator and building Principals to establish routine maintenance and recommend building cleaning solutions.

WHEREAS the Superintendent of Demarest will evaluate the professional services provided by Northern Valley and recommend continuing services at the end of each school year to the Demarest Board of Education

WHEREAS each school district will recommend in February the continuance of service for July of the subsequent school year

WHEREAS the Northern Valley Buildings and Grounds Services Department will provide the following:

1. Services to be Performed:

It shall be the responsibility of the Supervisor of Buildings and Grounds to perform the duties in the following areas in cooperation and coordination with the Demarest Elementary Superintendent, Business Administrator, Principals, and Vice-Principals. The Supervisor of Buildings and Grounds will coordinate in the following:

- a. Establishing and administering schedules and procedures for the regular, ongoing custodial and maintenance care of the school buildings and grounds.
- b. Recruiting, screening and recommending applicants for hiring.
- c. Assigning and supervising all custodial and maintenance staff workers.
- d. Selecting the custodial and/or maintenance supplies and equipment to be purchased, and maintain an appropriate inventory.
- e. Maintain work schedules and seeing to it that proper supplies are on hand.
- f. Establishing and supervising summer cleaning programs and maintaining the schedule.
- g. Examine school buildings on a regular basis for needed repairs and maintenance.
- h. Assist in assigning and supervising outside contracted services.
- i. Lay out and inspect work at least weekly (daily) and assist crew members.
- j. Develop a process to deal with and oversee emergency repairs.
- k. Consult with the building principals regarding the establishment of regular preventive maintenance programs and custodial work.
- l. Advise on the hiring of contractors to perform certain maintenance or repair services.
- m. Coordinate the inspection and maintenance of fire alarm systems and fire extinguishers on a regularly scheduled basis.
- n. Assist in administering the custodial and maintenance service budget.
- o. Attend seminars, workshops and lessons designed to acquaint the supervisor with new and up-to-date methods (at no additional cost to Demarest).

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)**Resolution #8 (Continued)**

- p. The evaluation of the custodial and maintenance staff performance.
 - q. Based on Demarest Elementary School needs, the Supervisor of Buildings and Grounds will schedule skilled personnel from Northern Valley Regional High School District to complete maintenance and repair projects.
 - r. Assist the Business Administrator in the following compliance areas: IPM, RTK, Asbestos, PEOSHA and Indoor Air Quality.
 - s. All such services and decisions will be coordinated with the district Business Administrator.
2. That Northern Valley will be compensated at a rate of \$52,000 for Northern Valley Buildings and Grounds Services on a twelve month basis to be paid in twelve equal monthly installments, with the understanding that any staff used by Northern Valley to handle its duties under this Agreement are the sole responsibility and liability of Northern Valley and under no circumstances will such Northern Valley staff be considered employees of Demarest and that Northern Valley will be responsible for any insurance coverage for any services of the Supervisor of Buildings and Grounds and any part time staff provided by Northern Valley under this Agreement. In exchange for this compensation, Northern Valley and its staff will spend whatever time is necessary to handle and complete all the duties described in Section 1.
3. In the event that Demarest is not satisfied that Northern Valley is fulfilling any of its duties, Demarest Business Administrator will notify Northern Valley in writing. The Northern Valley Supervisor of Building and Grounds will have five (5) days to correct the matter. If the matter is not corrected to Demarest's satisfaction within those 5 days, Demarest may, at its option, at any time, terminate this Agreement on 30 days written notice to Northern Valley.
4. Duration: This Agreement shall commence on July 1, 2013 and end on June 30, 2014. If either party does not wish to renew the Professional Services Agreement, it must notify the other party and the School Business Administrator in writing by February before the expiration of the Agreement.
5. Entire Agreement: This Agreement and the employment agreement for the Buildings and Grounds Services set forth the entire understanding of the parties hereto with respect to its subject matter. The Agreement shall not be modified, in whole, or in part, except by writing signed by each of the parties hereto.
6. Governing Law: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.
7. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws of the State of New Jersey or the United States, such terms or condition or application shall not be deemed to be valid except to the extent permitted by law, but all other terms and conditions and applications shall continue in full force and effect.
8. Public Inspection: Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

Resolution #8 (Continued)

9. **Notices:** All notices and other communications hereunder shall be in writing and shall be deemed to have been given when delivered or three (3) days after mailed by First-Class Registered or Certified Mail, postage prepaid addressed to:

To Northern Valley Regional: Northern Valley Regional
High School Board of Education
162 Knickerbocker Road
Demarest, New Jersey 07627

To Demarest: Demarest Board of Education
568 Piermont Road
Demarest, New Jersey 07627

10. This Agreement has been approved by resolution of each district at a duly convened meeting by a recorded roll call majority vote of the membership of each board. The respective board presidents are authorized to execute this Agreement on behalf of their Board of Education.

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

End of Resolution #8

E. Support Services – Fiscal Management

1. Move to confirm the March 16th – 31st, 2013 payroll in the amount of \$338,843.80.

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

2. Move to confirm the April 1st – 15th, 2013 payroll in the amount of \$348,867.77.

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

3. Move to approve the March 2013 bills in the amount of \$340,052.17, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$299,615.51
12 Capital Outlay	34,483.35
20 Special Revenue Fund	5,953.31

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

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

V. ACTIONS (Continued)

E. Support Services – Fiscal Management (Continued)

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 March 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 February 28, 2013 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 adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, May 14, 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):*

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, May 21, 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):*

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/legal matters/negotiations.

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):

DEMAREST BOARD OF EDUCATION

ADDENDUM TO AGENDA – REGULAR MEETING

April 23, 2013

7:00 P.M.

V. ACTIONS (Continued)

B. Instruction – Pupils/Programs (Continued)

Add Resolution No. 4 and 5

4. Move to approve a Non Domiciled Tuition Agreement with Ian & Beth Gewirtz for their child to attend 2nd Grade at Luther Lee Emerson School for the 2013/2014 school year in the amount of \$15,121, as recommended by the Chief School Administrator.

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

Seconded:

5. Move to approve a Non Domiciled Tuition Agreement with Michael and Jill Semegran for their child to attend 1st Grade at County Road School for the 2013/2014 school year in the amount of \$15,121, as recommended by the Chief School Administrator.

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

Seconded:

C. Support Services – Staffing (Continued)

Add Resolution No. 2 and 3

2. Move to approve the provisional employment of Andrew Kang as a Classroom Aide, Step 1, at County Road School for Student ID #'s 252003 and 252072 for the duration of the 2012/2013 school year, effective April 29, 2013, 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).

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

Seconded:

3. Move to accept the notice of retirement from Myriam Goldfeld, Exective Assistant to the Superintendent, effective June 30, 2013, as recommended by the Chief School Administrator.

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

Seconded:

D. Support Services – Board of Education (Continued)

Add Resolutions No. 9

9. Move to approve the NJ Harvest Church Summer School request to utilize the Luther Lee Emerson School gymnasium for camp activities Monday – Friday (2:00 p.m. -3:00 p.m.) effective July 1, 2013 through August 8, 2013, at a rate of \$120 per diem, as recommended by the Chief School Administrator.

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

Seconded: