

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

October 16, 2012

I. OPENING

- A. The Board Secretary called the meeting to order at 7:30 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. The board recited the flag salute.
- D. Roll Call: Galtieri, Geller, Molina and Woods were present. Geisenheimer arrived at 7:52 p.m. Majeski and Holzberg were absent.
- E. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to accept the minutes of the Regular Meeting from September 24, 2012.
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

The board president was not in attendance this evening.

III. SUPERINTENDENT'S REPORT

Mr. Fox shared the discussion of the board's Shared Services Meeting that occurred on October 9, 2012 with the Demarest Borough Council. Mr. Fox noted the district is continuing discussions of a Lightning Detection System. Lastly, he commented on the improvement to the Luther Lee Emerson School grounds.

Mr. Fox then turned the meeting over to Ms. Codey and Mr. Kirkby who presented the district's Annual State of the Schools Assessment Report.

IV. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. It was moved by Galtieri, seconded by Geisenheimer 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.
- D. It was moved by Galtieri, seconded by Molina and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONSA. Instruction – Staffing

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of Monica Alvarez as a substitute teacher for the 2012/2013 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).
2. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to accept the revised unpaid leave of absence return date for Allison Feifer from November 26, 2012 to January 2, 2012, previously adopted at the Regular Meeting held on April 17, 2012, as recommended by the Chief School Administrator.
3. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve Christina Cohen, BA Step 1, as a long term substitute (leave replacement for K. Frazer) effective October 5, 2012, as recommended by the Chief School Administrator.
4. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve Lauren Zaccaria, BA Step 1, as a long term substitute (maternity leave replacement for S. DiUbaldo) effective October 5, 2012, as recommended by the Chief School Administrator.
5. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve Silvana Tabacchi, BA Step 1, as a long term substitute (maternity leave replacement for K. Konight) effective October 5, 2012, as recommended by the Chief School Administrator.
6. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve Gabrielle Torres, BA Step 1, as a long term substitute (maternity leave replacement for A. Fiefer) effective October 5, 2012, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the 2012 Demarest Middle School **Girls' Basketball** Schedule program for the 2012/2013 school year, as recommended by the Chief School Administrator.

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Monday	12/03	Harrington Park	Home
Wednesday	12/05	Norwood	Home
Monday	12/10	Old Tappan	Home
Monday	12/17	Haworth	Away
Wednesday	12/19	Northvale	Away
Thursday	01/03	Closter	Home
Monday	01/07	Harrington Park	Away
Wednesday	01/09	Norwood	Away
Monday	01/14	Old Tappan	Away
Tuesday	01/22	Haworth	Home
Wednesday	01/23	Northvale	Home
Monday	01/28	Closter	Away
Week of	02/04	Tournament	

V. ACTIONS (Continued)

B. Instruction – Pupils/Programs (Continued)

2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the 2012 Demarest Middle School **Boys' Basketball** Schedule program for the 2012/2013 school year, as recommended by the Chief School Administrator.

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Monday	12/03	Harrington Park	Away
Wednesday	12/05	Norwood	Away
Monday	12/10	Old Tappan	Away
Monday	12/17	Haworth	Home
Wednesday	12/19	Northvale	Home
Thursday	01/03	Closter	Away
Monday	01/07	Harrington Park	Home
Wednesday	01/09	Norwood	Home
Monday	01/14	Old Tappan	Home
Tuesday	01/22	Haworth	Away
Wednesday	01/23	Northvale	Away
Monday	01/28	Closter	Home
Week of	02/04	Tournament	

C. Support Services – Staffing

None

D. Support Services – Board of Education

1. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve third payment in the amount of \$53,312 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.

2. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the third payment in the amount of \$38,893 to TEO Technologies, Inc. for the Luther Lee Emerson School gymnasium air conditioning project, as reviewed by LAN Associates and as recommended by the Chief School Administrator.

3. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to accept the 2012 Annual Facilities Checklist and submit it to the Executive County Superintendent, as recommended by the Chief School Administrator.

4. It was moved by Geisenheimer, seconded by Geller 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.

5. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to accept donation of a used piano to County Road School from Mr. & Mrs. L. Park, as recommended by the Chief School Administrator.

6. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the attendance of the following staff at "Crisis Management: Safe Room in Schools" Workshop held on November 4, 2012 in Glen Rock, NJ at a cost of \$60 each for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator:

Danielle DuBois

Sherri Rinckhoff

Heather Mourao

Stephanie Zitelli

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

7. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the second reading and adoption of new Policy 4148: Employee Protection-Certified Staff, as recommended by the Chief School Administrator.

8. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the Demarest PTO to use the Demarest Middle School gym on Saturday, January 5, 2013 for rehearsing "Footloose" between 9:00 a.m. and 1:00 p.m. and February 1 and 2, 2012 for the play between 5:00 p.m. and 9:00 p.m., as recommended by the Chief School Administrator.

9. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to appoint Joseph V. Donnelly to serve as a facilitator for the Long Range Facilities Committee at an hourly rate of \$135 not to exceed thirty hours, plus expenses for secretarial assistance at an hourly rate of \$50, as approved by Board of Education administration and recommended by the Chief School Administrator.

10. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve participation in a Three (3) Year Shared Service Agreement with the Borough of Closter for gasoline purchases, as recommended by the Chief School Administrator.

11. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to appoint the following individuals to serve on the Demarest Ad Hoc Committee to assist the board with the Long Range Facilities review and offer input as an advisory board, as recommended by the Chief School Administrator.

Michael Fox	Grace Walsh
Frank G. Chilson	Bill Connelly
Doug Stokes	Sheila Verna
Diane Holzberg	Ronald Lieberman
Jane Majeski	Darren Lazarus
Kristie Woods	Mary Montagne
Richard Schooler	Ammu Kirtane

12. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the following resolution for submission to the Executive County Superintendent, as recommended by the Chief School Administrator.

**DEMAREST BOARD OF EDUCATION
RESOLUTION
SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

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 THEREFORE, BE IT RESOLVED that the Demarest School District 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.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

13. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to submit the 2012-2013 NJ QSAC Statement of Assurance and District Performance Review to the Bergen County Executive County Superintendent, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

- 1. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to confirm the September 16th – 30th, 2012 payroll in the amount of \$322,454.00.
- 2. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to confirm the October 1st – 15th, 2012 payroll in the amount of \$323,570.88.
- 3. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to approve the September 2012 bills in the amount of \$480,718.81 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$385,780.81
12 Capital Outlay	<u>94,938.00</u>
	<u>\$480,718.81</u>

4. It was moved by Molina, seconded by Galtieri 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, 2012, 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 Molina, seconded by Galtieri 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, 2012 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 Molina, seconded by Galtieri and approved by unanimous roll call vote to acknowledge receipt of August 31, 2012 Report of the Board Secretary, A-148 and Report of the Treasurer, A-149.

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

7. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to confirm the following transfers for September 2012:

<u>From:</u>	<u>Account No.</u>		<u>Amount</u>
11-130-100-101-3-0000-03	Foreign Language	\$	21,000
11-000-213-110-0-0000-33	Health Services		<u>100</u>
		\$	21,100

<u>To</u>	<u>Account No.</u>		<u>Amount</u>
11-120-100-101-2-0000-05	Mathematics	\$	8,000
11-120-100-101-2-0000-07	Science		8,000
11-230-100-101-2-0000-23	Basic Skills-Science		5,000
11-000-213-340-0-0000-33	Health Services		<u>100</u>
		\$	21,100

F. Other

1. It was moved by Galtieri, seconded by Geller 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 13, 2012 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.

2. It was moved by Galtieri, seconded by Geller 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 20, 2012 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 public at a future date.

VI. REPORTS

There were no reports given this evening.

VII. PUBLIC DISCUSSION

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

There was no public discussion this evening.

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

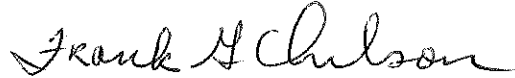
VIII EXECUTIVE SESSION (Continuation as needed)

There was no additional time needed this evening.

IX. ADJOURNMENT

A. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous voice vote to adjourn at 8:15 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary