

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

July 22, 2014

I. OPENING

A. The meeting was called to order at 6:47 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 minutes of the Regular Public Meeting of June 17, 2014 and Special Board Meeting of June 30, 2014.

F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

There was no Board President's Report.

III. SUPERINTENDENT'S REPORT

Mr. Fox commented that the Luther Lee Emerson Moving Up Ceremony went extremely well. He noted that the district's next edition of the Chalkboard newsletter is at the printer and will be mailed out very soon.

Presentation of the Electronic Violence & Vandalism Report (EVVRS)

Mr. Fox presented an overview of the 2013/2014 annual Harassment, Intimidation and Bullying (HIB) and Electronic Violence and Vandalism Report (EVVRS). The district's score is 70 out of 75. Since January 2014, we had seven incidents, all of which were considered non-HIB related. The district also completed its survey, which is done every two years.

EI Associates Presentation

Michael Wozny and Joe Donnelly from EI Associates spoke about their new meeting with the State Department of Environmental Protection and discussion of alternatives. EI Associates is confident that they could have a hardship application approved but it could take at least 3 months to review at the state level. Wozny and Donnelly presented possible options that would alleviate the board from applying for a hardship application. One of the options presented was an addition to Luther Lee Emerson School which would include a partial 2nd floor to the addition. This would eliminate building in the riparian zone. The addition would be similar in size to the original plan. The play area would be about 2000 square feet and the educational program would remain the same.

IV. REVIEW OF AGENDA

- A. The 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 related to agenda items this evening.
- D. It was moved by Woods, seconded by Geisenheimer 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 Geisenheimer and approved by unanimous roll call vote to accept the resignation of Matthew Winchell, MA Step 2, as Grade 5 Social Studies Teacher, for the 2014/2015 school year, previously approved in Resolution A-3 on June 17, 2014, as recommended by the Chief School Administrator.
2. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment Andrew Lefer, BA Step 2 (pending settlement of successor agreement), as Grade 7 Social Studies Teacher, 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).
3. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment Alan Harris, BA Step 1 (pending settlement of successor agreement), as Grade 5 Social Studies Teacher, 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).
4. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment Vanessa Monticelli, MA Step 6 (pending settlement of successor agreement), as School Psychologist, 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).
5. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to accept the notice of retirement from Susan O'Brien, effective June 30, 2014, as recommended by the Chief School Administrator.
6. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve Shannon Liik, BA Step 1, as a maternity leave replacement for S. DiUbaldo effective for the 2014/2015 school year, as recommended by the Chief School Administrator.
7. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment Anna Kuzdraj, MA+32 Step 1 (.5) (pending settlement of successor agreement), as .5 School Psychologist, 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).

V. ACTIONS (Continued)

B. Instruction – Pupils/Programs

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

Lunch CRS/LLE	\$3.50
Lunch DMS	3.70
Adult Lunch	4.55
Soup/Fruit/Vegetable	.70
Milk/Juice	.70

2. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve participation in the NJ Child Assault Prevention/Bergen County CAP Program for the 2014/2015 school year, as recommended by the Chief School Administrator.

3. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to replace Christopher Kirkby with Dr. Emily Codey as the District Harassment, Intimidation and Bullying (HIB) Coordinator for the 2014/2015 school year, effective July 16, 2014, at an annual stipend of \$10,000 prorated, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the employment of Josephine Della Fave as a substitute Lunch Aide, Step 1, for the 2014/2015 school year, as recommended by the Chief School Administrator.

2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge perfect attendance for the following staff for the 2013/2014 school year, as recommended by the Chief School Administrator:

Appelblatt, Colleen	Nerkizian, Chris
Bettega, Katelyn	Scandiffio, Gerald
Drescher, Mary	Stodnick, Lyndsey
Duby, Deborah	Straub, Jennifer
Lerner, Alexandria	Tierney, Mary
Licameli, Lauren	Torres, Gabriela
McDermott, Karleen	

3. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Memorandum of Agreement with Frank Chilson, School Business Administrator/Board Secretary, for the 2014/2015 school year as approved by the Bergen County Executive Superintendent, as recommended by the Chief School Administrator.

4. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Memorandum of Agreement with Michael Fox, Superintendent, for the 2014/2015 through 2018/2019 school years as approved by the Bergen County Executive Superintendent.

5. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to accept the resignation of Jeremy Kwon as temporary summer custodian for the period July 7, 2014 – August 15, 2014, previously approved in Resolution D-15 on June 17, 2014, as recommended by the Chief School Administrator.

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

6. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment of Kimberly Alicea as an Instructional Aide, Step 1 not to exceed 29 hours weekly, for Student ID #'s 222092, 222006, 222007 and 222008 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).

7. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to accept the notice of resignation from Christopher Kirkby, Principal of County Road and Luther Lee Emerson Schools, effective September 10, 2014, as recommended by the Chief School Administrator.

8. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the employment of Christina Cohen as an Instructional Aide, Step 1, for Student ID # 9285614360 (Local ID # 262005) attending the summer enrichment program at Norwood during the month of July 2014 from 9:00 – 12:00 a.m., as recommended by the Chief School Administrator.

9. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the employment of the following Instructional Aides for the 2014/2015 school year, pending Settlement of Successor Agreement, not to exceed 29 hours weekly, based on the Student's Individual Education Plan (IEP), as recommended by the Chief School Administrator.

County Road School

<u>Employee Name</u>	<u>Student ID# No.'s</u>
Brenda Gensone, Step 11	262043, 262017
Debra Rosenstock, Step 2	262005
Lyndsey Stodnick, Step 5	252083, 262046

Luther Lee Emerson

<u>Employee Name</u>	<u>Student ID# No.'s</u>
Colleen Allmers, Step 3	232032, 232077
Jodi Braunstein, Step 2	232088, 232002
Lindsay Flanagan, Step 2	252047
Hannah Maak, Step 2	242056, 242016, 242047
Gunjan Mehta, Step 6	242105, 242002, 242005
Sandra Pepe, Step 8	242089
Karen Sokol, Step 11	252005, 252051, 252072
Jeanne Torre, Step 12	232066, 232048, 232089
Michele Whitney, Step 4	252003, 252046, 252066, 252070

Demarest Middle School

<u>Employee Name</u>	<u>Student ID# No.'s</u>
Leslie Berkman, Step 9	192100, 192016, 192041, 192054, 192059
Therese Fortunato, Step 16	212054, 212055
Wendy Heffler, Step 4	222024, 222030, 222010
Jeong Mi Lee, Step 2	212076, 212008
Aleen Santana, Step 2	212092, 212035, 212042
Rochelle Weiss, Step 22	202080, 202002, 202063

V. ACTIONS (Continued)

D. Support Services – Board of Education

1. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept and submit the 2014 Annual Electronic Violence and Vandalism Report to the Division of Student Services, Office of Education Support Services, as recommended by the Chief School Administrator.

2. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept the School Self-Assessment for Determining HIB Grades under the Anti-Bullying Bill of Rights Acts, as prepared by the district's Anti-Bullying Specialist and School Safety Team and submit it to the Department of Education, as recommended by the Chief School Administrator.

3. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve all board members, the Chief School Administrator and the School Business Administrator to attend the NJSBA/NJASA/NJASBO 2014 Workshop in Atlantic City, NJ on October 28-30, 2014. Cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

4. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve Frank Chilson, School Business Administrator, to attend the ASBO International 2014 Conference in Orlando, FL on October 19-22, 2014. Cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

5. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept notification of the 2014 BCUA Environmental Awareness Challenge Grant award from the Bergen County Utilities Authority in the amount of \$741, 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 the Demarest PTO to use the Demarest Middle School gym on Saturday, January 24, 2014 from 9:00 a.m. to 5:00 p.m. for rehearsal and Friday and Saturday, January 30-31, 2014, 3:00 p.m. to 10:00 p.m., for performance of the musical Annie, as recommended by the Chief School Administrator.

7. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to acknowledge the service of Susan O'Brien, as recommended by the Chief School Administrator.

WHEREAS, Susan O'Brien dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW, THEREFORE BE IT RESOLVED, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Susan O'Brien in recognition of her thirty-eight (38) years of dedicated service as a Teacher for the Demarest Board of Education.

8. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the payment of accumulated sick time for the following employee per Article VIII-5 of the DEA/Demarest Board of Education Agreement for retiring staff during the 2013/2014 school year, as recommended by the Chief School Administrator:

<u>Employee</u>	<u>Days</u>	<u>Payment</u>
Susan O'Brien	150	\$4,500

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

9. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve Emily Codey, Principal, to attend the How to Investigate HIB Claims Workshop in Monroe Township, NJ on August 27, 2014 at a cost for registration of \$150, as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

1. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to accept notification of the 2013/2014 Extraordinary Aid in the amount of \$207,737 as recommended by the Chief School Administrator.

2. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm June 16 – 30, 2014 payroll in the amount of \$343,070.61.

3. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm June 30, 2014 supplemental payroll in the amount of \$58,456.78.

4. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm July 1 – 15, 2014 payroll in the amount of \$60,869.96.

5. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to approve the June 2014 bills in the amount of \$442,141.60.

<u>Subtotal Per Fund</u>		<u>Amount</u>
10 General Current Fund Expense Funds	\$	413,888.45
12 Capital Project Funds		16,373.15
60 Enterprise Funds		<u>11,880.00</u>
Total	\$	442,141.60

6. It was moved by Woods, seconded by Verna 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 June 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.

7. It was moved by Woods, seconded by Verna 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 June 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.

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

8. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to acknowledge receipt of the May 31, 2014 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

9. It was moved by Woods, seconded by Verna and approved by unanimous roll call vote to confirm the following budget transfers for June 2014:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-401-100-593-3-0000-19	Co-Curriculum Non Athletic	500
12-000-400-450-2-0000-00	Capital Outlay	<u>26,400</u>
		\$ <u>26,900</u>

<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-401-100-110-3-0000-19	Co-Curriculum Non Athletic	500
12-000-400-334-0-0000-00	Capital Outlay	<u>26,400</u>
		\$ <u>26,900</u>

F. Other

1. It was moved by Kirtane, seconded by Geisenheimer 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, August 19, 2014 at 6:30 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.

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.

- Ms. Hayden of 6 Prescott Street asked if we need more space or better space based on enrollment. She expressed concern about adding 140 students to LLE and commented that it is better to have three schools for traffic reasons. She said we should renovate CRS.
- Mrs. Desai of 25 Stewart Street asked how many new parking spaces would be added to the school. She expressed concern over evening activities and the volume of traffic. EI Associates commented about 30 parking spaces would be added and street paving would be determined by the Borough.
- Ms. Hayden of 6 Prescott Street questions the square footage of the new addition. EI Associates answered the addition would be approximately 21,000 square feet.
- Mr. Carrara of 17 Prescott Street expressed concern over the additional parking spaces and asked if Prescott Street would be paved.
- Mr. Chang of 47 Hardenburgh Avenue asked what would happen to CRS and what the impervious coverage would be. The board replied that the district would lease CRS and use the proceeds to offset the cost of the bonds. EI Associates explained how infiltration chambers would contain runoff water on the property.
- Mrs. Desai of 25 Stewart Street asked about rough estimates per square foot. EI stated the cost to be about \$320 per square foot. Site costs are unique to the project. We would also landscape to minimize the impact to the community.
- Ms. Hayden of 6 Prescott Street inquired about the next steps. President Holzberg replied with an explanation of the process.

VII. PUBLIC DISCUSSION (Continued)

8. Mrs. Alvarez of 56 Stewart Street stated she moved to Demarest because of the separation of elementary schools. She asked the board if they have researched this. President Holzberg commented that the board considered the student/teacher contact time including the time lost due to staff travel between schools.
9. Mrs. Desai of 25 Stewart Street questioned the anticipated cost of the new gym at DMS. EI Associates replied the estimated cost is \$6 million.
10. Ms. Hayden of 6 Prescott asked if the board had done a study on the impact to property taxes. Mr. Chilson, School Business Administrator, stated the impact would cause an increase of about \$400 per year, for a home assessed at \$739,000 (the borough average) anticipating using the rental income to offset bonding costs.
11. Mr. Felton of 25 Columbus Road inquired of the overall cost to the district. EI Associates replied approximately \$17 million for both projects.
12. Ms. Hayden of 6 Prescott asked about the number of evening events to be held at LLE. The board replied that there would be a minimal increase to the current activity.
13. Mrs. Alvarez of 56 Stewart Street stated the district should hire a Vice Principal or an assistant for the principal to alleviate the principal's need to travel between schools.
14. Mrs. Desai of 25 Stewart Street stated that the garbage company comes very early some mornings, disrupting quality of life.
15. Ms. Hayden of 6 Prescott Street informed the board of a poison ivy problem on a tree located to the left of the Reddock property.

Following the public discussions, President Holzberg thanked everyone for their input. She recommended returning the proposed projects to the Buildings & Grounds Committee for further review.

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

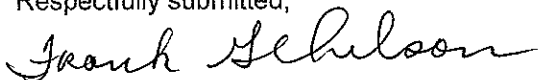
VIII EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed this evening.

IX. ADJOURNMENT

- A. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to adjourn at 8:27 P.M.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary