

DEMAREST BOARD OF EDUCATION

AGENDA – COW/REGULAR MEETING

April 27th, 2011

8:00 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, Majeski, Molina, Schwartzman, Woods and Holzberg

E. Move to accept the following minutes:

Special Meeting	March 1 st , 2011
COW Meeting	March 15 th , 2011
Public Hearing Budget	March 29 th , 2011
Regular Meeting	March 29 th , 2011

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.

Moved by:

Seconded:

Action (v):

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)A. Instruction – Staffing

None.

B. Instruction – Pupils/Programs

1. Move to approve the following students to participate in senior service for the 2010/2011 school year, as recommended by the Chief School Administrator:

<u>Demarest Middle School</u>	<u>Luther Lee Emerson School</u>	<u>County Road School</u>
Robert Kligman	Gianna Nebbia	MaryCate Corso
Christina Zois	Cheryn Park	Danielle Sheinma
Eujin Kim	Scott Schachter	
	Emily Spivack	

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

2. Move to approve a Special Education tuition contract with Closter Board of Education for Student ID #260002 in the amount of \$5,919.60 effective February 28, 2011 for the remainder of 2011 school year, as recommended by the Child Study Team.

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

3. Move to approve the use of the outdoor field at Demarest Middle School on April 2, 2011 through June 11, 2011 at 1:00 p.m. through 5:00 p.m., for St. Joe's Youth Soccer, at a rental fee of \$750, as recommended by the Chief School Administrator.

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

4. Move to approve the following Resolution:

BE IT RESOLVED by the Demarest Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and S.S. and R.S. o/b/o T.S. which is annexed to this Resolution, are hereby adopted and approved by the Board,. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, ad any other documents necessary to effectuate the settlement.

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

5. Move to approve a Tuition Contract with Little Keswick School for Student #162083 effective January 24th, 2011 for the 2010-2011 school year at a prorated cost not to exceed \$55,967, as recommended by the Chief School Administrator.

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

6. Move to approve a Non Domiciled Tuition Agreement with Geoffrey and Noa Artzi-Weil, for their daughter #032106, to attend Kindergarten for the 2011-2012 school year at a cost of \$14,612, as recommended by the Chief School Administrator.

Moved by: _____ *Seconded:* _____
Action (RC): G Gei Maj M S W H

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

7. Move to approve a Non Domiciled Tuition Agreement with Ian and Beth Gerwitz for their son #121805, to attend Kindergarten for the 2011-2012 school year at a cost of \$14,612, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

8. Moved to approve the Eighth (8th) Grade Graduation to be held on Monday, June 20, 2011 at 6:00 p.m., as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

C. Support Services – Staffing

None.

D. Support Services – Board of Education

1. Move to approve the 2011/2012 Generally Accepted Accounting Principles (GAAP) Agreement with the Asbury Park Board of Education, Information Technology Center (APITC) in the amount \$15,525, (\$6,675 for Budgetary Accounting System and \$8,850 Payroll/Personnel System) effective July 1, 2011 through June 30, 2012, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

2. Move to approve M. Fox, to attend the Annual Spring Conference hosted by NJASA and NJSBA, on May 23-24, 2011 to be held at Ocean Place, Long Branch, NJ with cost for registration, hotel, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

3. Move to approve F. Chilson attend the 49th Annual Conference hosted by New Jersey School Business Officials (NJSBO), on June 1 - 3, 2011 to be held at Atlantic City, New Jersey with cost for registration, hotel, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

4. Move to approve a Renewal Contract with Delta Dental for the 2011-2014 school years at a cost of \$43.52 for single and \$115.36 for family coverage, as recommended by the Chief School Administrator.

Moved by:
Action (RC): G Gei Maj M S W H

5. Move to approve the following Buildings and Grounds Shared Services Agreement, as follows, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)**BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT**

This agreement is made this 27th day of April, 2011 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 Building 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 Building 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.

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 assist 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. Assist in recruiting, screening and recommending applicants for hiring.
- c. Assist in assigning and supervising all custodial and maintenance staff workers.

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

- d. Assist in 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. Assist in establishing and supervising summer cleaning programs and maintaining the schedule.
 - g. Examine school buildings on a regular basis for needed repairs, maintenance and safety.
 - h. Assist in assigning and supervising outside contracted services.
 - i. Lay out and inspect work and assist crew members.
 - j. Develop a process to deal with emergency repair problems.
 - 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.
 - p. Assist in the evaluation of the custodial and maintenance staff performance.
 - q. Based on Demarest Elementary School needs, the Supervisor of Building 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.
2. That Northern Valley will be compensated at a rate of \$52,000 for Northern Valley Buildings and Grounds Services.
 3. Duration: This Agreement shall commence on July 1, 2011 and end on June 30, 2012. 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.
 4. 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.
 5. Governing Law: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.
 6. 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

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

2. Move to confirm the April 1st – 15th, 2011 payroll in the amount of \$357,710.48.

Moved by: *Seconded:*
Action (RC): G Gei Maj M S W H

3. Move to approve the March 2011 bills in the amount of \$305,732.70

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$281,694.70
20 Special Revenue Funds	24,038.00

Moved by: *Seconded:*
Action (RC): G Gei Maj M S W H

4. Move to confirm the following transfers for March 2011 as follows:

<u>From:</u>	<u>Account:</u>	<u>Amount:</u>
11-120-100-101-1-0000-04	Health Physical Education	\$ 2,000
11-000-230-104-0-0000-26	Executive Admin	6,000
11-000-262-108-3-0000-28	Operations	<u>3,000</u>
	Total	\$ 11,000

<u>To:</u>	<u>Account:</u>	<u>Amount:</u>
11-000-230-331-0-0000-25	Board of Education	\$ 6,000
11-000-262-620-0-0000-28	Operations	3,000
11-110-100-110-1-0000-38	Substitutes	<u>2,000</u>
	Total	\$ 11,000

5. 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 31st, 2011, 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 Maj M S W H

6. 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 31st, 2011, 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 Maj M S W H

7. Move to acknowledge receipt of February 28th, 2011 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

Moved by: *Seconded:*
Action (RC): G Gei Maj M S W H

V. ACTIONS (Continued)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 Wednesday, May 11th, 2011 immediately following the Reorganization Meeting to discuss personnel, negotiations 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 17th, 2011 immediately following the Committee-of-the-Whole Meeting to discuss personnel, negotiations 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 Tuesday, May 24th, 2011 immediately following the Regular Meeting to discuss personnel, negotiations 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):*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 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– COW/REGULAR MEETING

April 27, 2011

8:00 p.m.

V. ACTIONS (Continued)

B. Instruction – Pupils/Programs

Amend Resolution No. 1

1. Move to approve the following students to participate in senior service for the 2010/2011 school year, as recommended by the Chief School Administrator:

Demarest Middle School

Robert Kligman
Christina Zois
Eujin Kim

Luther Lee Emerson School

Gianna Nebbia
Cheryn Park
Scott Schachter
Emily Spivack
Mary Longest

County Road School

MaryCate Corso
Danielle Sheinma

Moved by:

Action (RC): G Gei Maj M S W H

Seconded:

D. Support Services – Board of Education (Continued)

Add Resolution No. 6

6. Move to approve K. Konight attend the Book Expo America on May 24th, 2011 to be held at Jacob Javitz Center at New York City with cost for registration, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

Moved by:

Action (RC): G Gei Maj M S W H

Seconded:

Administrative Offices

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