

# DEMAREST BOARD OF EDUCATION

## MINUTES – REGULAR MEETING

*September 16, 2014*

### I. OPENING

- A. The meeting was called to order at 7:00 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, Kirtane, Molina, Verna, Woods and Holzberg were present. Geller was absent.
- E. It was moved by Woods, seconded by Molina and approved by unanimous voice vote to accept the minutes of the Special Meeting held on August 13, 2014 and the minutes of the COW/Regular Meeting held on August 19, 2014.
- F. There was a review of correspondence.

### II. BOARD PRESIDENT'S REPORT

President Holzberg congratulated administration for a great opening of the new school year. The schools look beautiful. She also commented that NJ School Boards Association has created a Grants Service to assist districts in applying for federal, state and private grants.

### III. SUPERINTENDENT'S REPORT

Mr. Fox commented on a very successful opening of schools. He thanked the PTO for their generosity of gifts to enhance our educational programs. Student Council elections are next week. Many of our staff are assisting in programs during lunch like our new robotics programs, Club Energy dance club and yoga. He commented on the Sunday Bergen Record about our Language Arts teacher, Mr. Sorge as a Master Teacher.

Dr. Codey gave a PowerPoint presentation of all the activities the students are participating in. The elementary students are partaking in Lifelong Reading program, Writers' Workshop and GoMath. The middle school students are participating in many new clubs and programs including robotics and yoga. Her presentation included the schedule of activities for all students for October.

### 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 limited to agenda items this evening.
- D. It was moved by Molina, seconded by Geisenheimer and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONSA. Instruction – Staffing

1. It was moved by Kirtane, seconded by Geisenheimer 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):

Vincent Gianetti	Moumita Gammel	Christine Lee	Maureen Panagi
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2. It was moved by Kirtane, seconded by Geisenheimer 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/Girls Soccer	C. Nerkizian	\$1,000.00

3. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve guide movement for Julie Worgul, Grades 5-8 Resource Room Teacher, from MA Step 10 to MA+16 Step 10, effective September 1, 2014, as recommended by the Chief School Administrator.

4. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Corinne Conti, 5<sup>th</sup> Grade Social Studies Teacher, for an extended unpaid leave of absence through January 31, 2015, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve two (2) Special Education Tuition contracts with the Closter Board of Education for Student ID #'s 8844635408 and 1658951405 to attend the Preschool Learning/Language Disabled Class at Hillside School (half-day) for the 2014/2015 school year at a cost of \$15,819 each, paid semi-annually, as recommended by the Child Study Team.

2. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Closter Board of Education for Student ID # 5049762465 to attend the Preschool Learning/Language Disabled Class at Hillside School for the 2014/2015 school year at a cost of \$31,638 paid semi-annually, as recommended by the Child Study Team.

3. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Cresskill Board of Education for Student ID # 2529758090 to attend Special LLD Classes for the 2014/2015 school year at a cost of \$23,322, as recommended by the Child Study Team.

4. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve four (4) Special Education Tuition contracts with Northern Valley Regional High School District for Student ID #'s 9293227019, 3364503528, 1798756709 and 3132083547 to attend the TIP Program for the 2014/2015 school year at a cost of \$45,051 each, as recommended by the Child Study Team.

5. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to confirm a Special Education Tuition contract with Northern Valley Regional High School District for Student ID # 9713718190 to attend the Valley Program Special Classes at a cost of \$6,462.91 for the period July 1 – 31, 2014, as recommended by the Child Study Team.

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

6. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve a Regular Year Special Education Tuition contract with Northern Valley Regional High School District for Student ID # 3664912243 to attend Valley Program Special Classes at a cost of \$64,629.09 for the 2014/2015 school year, as recommended by the Child Study Team.

7. It was moved by Verna, seconded by Woods and approved by unanimous roll call vote to approve a Regular Year Out-of-State Tuition Contract with Eagle Hill School in Greenwich, Connecticut for Student ID #6017169085, in the amount of \$52,000, for the 2014/2015 school year, as recommended by the Child Study Team.

**C. Support Services – Staffing**

1. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment of the following Instructional Aides, Step 1, not to exceed 29 hours weekly, 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):

<u>Name</u>	<u>Location</u>	<u>Student Local ID #'s</u>
Dena Monopoli	LLE	252070, 252046
Maureen Panagi	LLE	242047
Ashley Villegas	CRS	262043

2. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve Theresa Flannery as an Instructional Aide, Step 8, not to exceed 29 hours weekly, for Student Local ID #'s 242056 and 242087 for the 2014/2015 school year, 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 Brittany Decotiis as an Instructional Aide, Step 1, not to exceed 29 hours weekly, for Student ID # 5019762465 attending Closter Pre-School for the 2014/2015 school year, 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 Michael Leone as Substitute Custodian at a rate of \$15 per hour, as needed, for the 2014/2015 school year, 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 the resignation of Dawn Delasandro, Secretary to the Business Administrator / Accounts Payable, effective October 24, 2014, 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 provisional employment of Andrea Davidne-Laczo as an Instructional Aide, Step 1, for 19.5 hours weekly, for Student ID #'s 1658951405 and 5049762465 attending Closter Pre-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).

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

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to adopt the Demarest School District Nursing Plan for the 2014/2015 school year and submit it to the Bergen County Department of Education, as recommended by the Chief School Administrator.
2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2014/2015 school year, as recommended by the Chief School Administrator.
3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Demarest Public School District to provide sports bus transportation for the Norwood Public School District as a shared service, when possible, for a fee of \$175 per diem, as recommended by the Chief School Administrator.
4. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve submission of the grant application to the Project Learning Trees Green Works for use in environmental service-learning projects, as recommended by the Chief School Administrator.
5. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Kimberly Steimke and Julie Worgul, Special Education Teachers, to attend the IDA (International Dyslexia Association) Annual Conference held on October 18, 2013 in Somerset, NJ at a cost of \$193 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.
6. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Stefanie Zitelli, Athletics Coach, to attend the rescheduled CPA/AED Training Course from July 28, 2014 to September 22, 2014 in Englewood Cliffs, NJ at a cost of \$40 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.
7. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Michelle Terzini-Hollar, Child Study Team Supervisor, to attend the WISC-V: What You Need to Know workshop held on October 10, 2014 in New Brunswick, NJ at a cost of \$120, with statutory mileage reimbursement, as recommended by the Chief School Administrator.
8. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Joanne Werner, Science Teacher, to attend the Transitioning to the Next Generation Science Standards workshop held on November 10, 2014 in Paramus, NJ at no cost, with statutory mileage reimbursement, as recommended by the Chief School Administrator.
9. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Janet Guirguis, ESL Teacher, to attend the Experience Bilingual/ESL Supervisors workshop held on October 8, 2014 in Edison, NJ at a no cost, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

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

**WHEREAS**, the Demarest Board of Education is a member of the Northern Valley Education Consortium (hereinafter to as "Demarest" and "NVEC", respectively); and

**WHEREAS**, pursuant to the Procedures and Protocols of the NVEC, classes are established in the member school districts to serve the mutual needs of the students of the participating districts, including Demarest; and

**WHEREAS**, the NVEC has established classes in Demarest which include students who are residents of the other participating districts and whose individualized education programs (hereinafter referred to as "IEP") provide for inclusion in general education and participation in extracurricular activities and other mainstreaming opportunities, including field trips and celebratory events; and

**WHEREAS**, Demarest, as a participating district, wishes to permit non-resident students of the participating districts who attend school in Demarest to fully participate in all of Demarest's programs and activities, consistent with those students' IEPs.

**NOW, THEREFORE, BE IT RESOLVED**, that Demarest hereby authorizes and approves the inclusion of non-resident students of the participating districts who are placed in classes in Demarest and who are included in general education and participate in extracurricular activities and other mainstreaming opportunities, including field trips and celebratory events; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is hereby directed to provide a copy of this Resolution to the Board's Risk Manager and/or broker of record so that the liability insurance policies maintained by Demarest fully insure the non-resident students of the participating districts who attend school in Demarest, to include their participation in all of Demarest's programs, extracurricular activities and other mainstreaming opportunities, including field trips, celebratory events and any other activities in which they participate.

11. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Ossi Mach, Music Teacher, to attend the Carnegie Hall workshop held on September 27, 2014 in New York, NY at a no cost, with reimbursement for travel at statutory rates, as recommended by the Chief School Administrator.

12. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Kiddie Kickers to use the fields at Luther Lee Emerson School for soccer from 9:30 a.m. to 11:30 a.m. on October 11, 18 and 25, and November 1, 2014, at a fee of \$160, as recommended by the Chief School Administrator.

13. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to allow Gregory Chilson to continue as an unpaid intern in the board offices from September 16, 2014 through December 2014, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the August 16<sup>th</sup> – 31<sup>st</sup> 2014 payroll in the amount of \$74,119.83
2. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the September 1<sup>st</sup> – 15<sup>th</sup> 2014 payroll in the amount of \$338,318.36

V. ACTIONS (Continued)

E. Support Services – Fiscal Management (Continued)

- It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to approve the August 2014 bills in the amount of \$916,842.50 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 573,800.00
12 Capital Outlay	216,005.00
40 Debt Service Funds	127,037.50
	<u>\$ 916,842.50</u>

- It was moved by Molina, 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 August 31, 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.

- It was moved by Molina, 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 August 31, 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.

- It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of July 31, 2014 Report of the Board Secretary, A-148 and Report of the Treasurer, A-149.

- It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for August 2014:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
11-190-100-340-0-0000-09	Academic Enrichment	4,000
11-000-213-320-0-0000-33	Health Services	<u>4,000</u>
	\$	8,000
<u>To</u>	<u>Account No.</u>	<u>Amount</u>
11-190-100-420-0-0000-09	Academic Enrichment	4,000
11-000-213-110-0-0000-33	Health Services	<u>4,000</u>
	\$	8,000

F. Other

- 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 adjust the start time of the Committee of the Whole Meeting to 6:00 p.m. on October 14, 2014, originally scheduled for 7:00 p.m., for a presentation by New Jersey School Boards Association regarding the Board's Goals and Objectives.

BE IT FURTHER RESOLVED THAT Demarest Board of Education will convene in a closed Executive Session at 5:30 p.m. to discuss personnel, negotiations and/or legal matters, if necessary.

V. ACTIONS (Continued)

F. Other (Continued)

2. It was moved by Molina, 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, October 21, 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

Mr. Fox informed the board that he needed to schedule a Buildings and Grounds, Policy and Public Relations Committee meeting.

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.

There was no public discussion this evening.

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

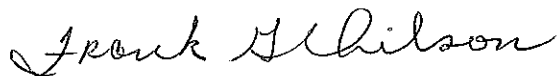
VIII. EXECUTIVE SESSION (Continuation as needed)

There was no additional time needed this evening.

IX. ADJOURNMENT

A. It was moved by Woods, seconded by Geisenheimer and approved by unanimous voice vote to adjourn at 7:34 p.m.

Respectfully submitted,



Frank G. Chilson  
School Business Administrator/Board Secretary

