DEMAREST BOARD OF EDUCATION

AGENDA - COW/REGULAR MEETING

April 17, 2012

7:30 p.m.

I.	<u>OPEN</u>	<u>OPENING</u>								
	A.	Meeting called to order.								
	B. Board President's Announcement: The New Jersey Open Public Meetings Law was enacted to insure the right of have advance notice of and to attend the meetings of public bodies at which any busin their interests is discussed or acted upon. In accordance with the provisions of this Act, the Demarest Board of Education h notice of this meeting to be published by having the date, time and place thereof p Borough Hall and at the Middle School and by notifying in writing three newspapers: The Press Journal and The Suburbanite.									
	C.	Flag Salute.								
	D.	Roll Call: Galtieri, Geisenheimer, Geller, Majeski, Molina, Woods and Holzberg								
	E.	E. Move to accept the minutes of the:								
	Budget Hearing Meeting – March 27, 2012 Regular Meeting – March 27									
		Moved by:	Seconded:	Action (v):						
	F.	Review of correspondence.								
II.	<u>BOAR</u>	RD PRESIDENT'S REPORT								
III.	<u>SUPE</u>	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 of	discussion.							
		Moved by:	Seconded:	Action (v):						

County Road School

Melissa Neustein

V. ACTIONS

A. Instruction - Staffing

1. Move to approve the provisional employment of the following as substitute teachers for the 2011/2012 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):

Joanne Tzavelis Victor Vasquez

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

B. <u>Instruction – Pupils/Programs</u>

1. Move to approve the following Out of District tuition rates for the 2012/2013 school year, as recommended by the Chief School Administrator:

 Grade Level
 Annual Tuition Rate

 Kindergarten
 \$14,864

 1st - 5th
 \$14,494

 6th - 8th
 \$16,685

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

2. Move to approve the following students to participate in senior service for the 2011/2012 school year, as recommended by the Chief School Administrator:

Demarest Middle SchoolLuther Lee Emerson SchoolAndrew BattaglinoPaul TorresBen CarlinShane AltmanDarren FialElizabeth KimInsoo KimKristin KimDanny Lee

G

Gei

Jonathan Rothman Michael Cechura

Moved by:

Action (RC):

Maj

Seconded:

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3. Move to approve the Eighth (8th) Grade Graduation to be held Wednesday, June 20, 2012 at 6:00 p.m., as recommended by the Chief School Administrator.

Gel

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

4. Move to approve a Non Domiciled Tuition Agreement with Michael and Jill Semegran for their daughter to attend Kindergarten at County Road School for the 2012/2013 school year at a cost of \$14,864, as recommended by the Chief School Administrator.

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

V. <u>ACTIONS (Continued)</u>

C. \$	Sup	port	Services	Staffing
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1. Move to accept the job description for Supervisor of Student Services/School Psychologist, as distributed and on file in the board office, as recommended by the Chief School Administrator.

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

D. Support Services - Board of Education

1. Move to approve the attendance of all board members, the Chief School Administrator and the School Business Administrator at the 30th Annual NJASA/NJSBA Spring Conference held on May 21-23, 2012 at Caesars in Atlantic City, NJ with the cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

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

2. Move to approve the 2012/2013 "Financial Systems" Use Agreement with the Asbury Park Board of Education Information Technology Center (APITC) in the amount of \$16,150 (\$6,945 for the Budgetary Accounting System and \$9,205 for the Payroll/Personnel System) effective July 1, 2012 through June 30, 2013, as recommended by the Chief School Administrator.

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

3. Move to approve the 2012/2013 Professional Development Plan and submit the plan to the Executive County Superintendent of Schools for approval, as recommended by the Chief School Administrator.

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

4. Move to approve the attendance of Dana Cherna, Media Specialist, at the BookExpo America on June 6, 2012 at the Jacob Javits Center in New York City at a cost of \$65 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

5. Move to approve the attendance of F. Chilson, School Business Administrator, at the 50th Annual Conference hosted by New Jersey Association of School Business Officials (NJASBO) to be held on June 6 - 8, 2012 at the Borgata Hotel in Atlantic City, New Jersey with cost for registration, hotel, meals and statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

D. Support Services - Board of Education (Continued)

6. Move to approve the following resolution seeking amendment to Senate Bill 1455, as recommended by the Chief School Administrator:

RESOLUTION

Seeking Amendment to Senate Bill 1455 (Ruiz) To Retain Local School Board and Superintendent Authority over Personnel Decisions

WHEREAS, under current law and practice, school district hiring decisions are made upon the recommendation of the chief school administrator to the local board of education; and

WHEREAS, hiring procedures leading up to the chief school administrator's recommendation should always consider the perspective of the school principal; and

WHEREAS, District-level factors, including the allocation of resources, programming considerations and educational goals, should take precedent when hiring and assigning all staff, including instructional staff; and

WHEREAS, proposed legislation to provide long-overdue reform of the state's tenure process and seniority system also includes provisions that would significantly diminish the involvement of the chief school administrator and local board of education in personnel matters; and

WHEREAS, in particular, the Teacher Effectiveness and Accountability for the Children of New Jersey (TEACHNJ) Act, Senate Bill 1455, would give sole authority to appoint or remove instructional staff to the principal, in consultation with a "school improvement panel," consisting of the principal, an assistant principal and an instructional staff member nominated by the principal and approved by the staff; would require mutual consent by principal and teacher, assistant principal and vice principal for placement in a school. If no principal consents to a proposed staff member assignment then the employee would be placed in a priority hiring pool. The proposed bill states that a chief school administrator may not recommend a person to the Board of Education without consent of the principal. Finally, a principal and chief school administrator must mutually consent to the assignment of that principal; and

WHEREAS, The TEACHNJ Act would completely remove the local board of education and the chief school administrator from future personnel decisions; and

WHEREAS, in New Jersey, the community elects a school board of education, which has a fiduciary relationship with taxpayers and which sets education policy goals; and

WHEREAS, the community vests in the board of education the authority to approve or reject personnel recommendations made by the chief school administrator; and

WHEREAS, in making his or her personnel recommendations to the local board of education, the chief school administrator normally seeks the input of district and building-level administrators, including school principals; and

WHEREAS, the current hiring and staffing process has worked successfully in school districts throughout New Jersey for decades, as evidenced by New Jersey students' performance on nationwide measures of achievement, such as the National Assessment of Education Progress; and

WHEREAS, replacing the current structure of public school teacher employment and assignment authority would promote employee-motivated and school-motivated decision making over comprehensive district-motivated decision making at the immediate and significant expense of district consistency, district efficiency and taxpayer cost containment; and

NOW, THEREFORE, BE IT RESOLVED, that the Demarest Public Schools Board of Education urges the Legislature to amend Senate Bill 1455 to ensure that personnel hiring and placement decisions remain under the authority of the district superintendent, with the approval of the local board of education, the community's elected or appointed representatives; and

BE IT FURTHER RESOLVED, that this resolution be delivered to Governor Chis Christie; State Senate President Stephen M. Sweeney; Senator Teresa M. Ruiz, chair, and all members of the Senate Education Committee; Assembly Speaker Sheila Y. Oliver; Assemblyman Patrick Diegnan, chair, and all members of the Assembly Education Committee; Assemblyman Albert Coutinho; Assemblyman Troy Singleton and the 39th Legislative District's representatives in the state Senate and General Assembly; and

BE IT FURTHER RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association and the Bergen County School Boards Association.

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

V. <u>ACTIONS (Continued)</u>

D. Support Services - Board of Education (Continued)

7. Move to adopt the following resolution:

BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT

This agreement is made this <u>17th</u> day of <u>April</u> 2012 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.

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.
- Assigning and supervising all custodial and maintenance staff workers.

D. <u>Support Services – Board of Education (Continued)</u> Resolution #7 (Continued)

- 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.
- 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.
- 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.
- I. 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.
- Assist in administering the custodial and maintenance service budget.
- Attend seminars, workshops and lessons designed to acquaint the supervisor with new and up-to-date methods (at no additional cost to Demarest).
- 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.

D. <u>Support Services – Board of Education (Continued)</u> Resolution #7 (Continued)

- 4. <u>Duration</u>: This Agreement shall commence on July 1, 2012 and end on June 30, 2013. 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. <u>Entire Agreement</u>: 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. <u>Governing Law</u>: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.
- 7. <u>Severability</u>: 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. <u>Public Inspection</u>: Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.
- 9. <u>Notices:</u> 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 role 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.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and date first above written.

WITNESS:	NORTHERN VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION					
	By: Board President Dated:					
WITNESS:	DEMAREST BOARD OF EDUCATION					
	By: Board President Dated:					

V. ACTIONS (Continued)

a future date.

E.	Supp	ort Services	s –Fiscai Manageme	<u>ent</u>								
	1.	. Move to co	nfirm the March 16 th –	31 st , 2	2012 pa	yroll in th	ne amoui	nt of \$	326,53	0.45.		
			Moved by: Action (RC):	G	Gei	Gel	Maj	М	Secon W	ded: H		
	2.	. Move to co	nfirm the April 1 st – 15	th , 201	12 payro	oll in the	amount c	of \$34	0,281.7	2.		
			Moved by: Action (RC):	G	Gei	Gel	Maj	Μ	Secon W	ded: H		
	3.	. Move to ap	prove the March 2012	bills i	n the ar	nount of	\$261,093	3.73,	as follo	ws:		
			ubtotal Per Fund 0 General Current Fur	nd Exp	oense F	unds			Ar \$261,0	<u>mount</u> 193.73		
			Moved by: Action (RC):	G	Gei	Gel	Maj	Μ	Secon W	ded: H		
	4.	. Move to ap	prove the following res	solutio	n:							
		Pursuan line item	of Certification from Book to N.J.A.C 6:20-2.13 account has obligated by the district Book to the count of the count has obligated by the district Book to t	3 (d), ions (I, Frank or paym	G. Chil	ntractual	orde	rs) whi	ch in tota	exceed	s the amoun
			Moved by: Action (RC):	G	Gei	Gel	Maj	М	Secon W	ded: H		
	5.	. Move to ap	prove the following res	solutio	n:							
		Pursuan monthly official, NJAC 6	ntion of Board of Educate to N.J.A.C 6:20-2.13 financial report (appreto the best of our knot:20-2.13 (b) and that ainder of the fiscal years.	3 (e), propria pwled suffic	ations s ge no m	ection) a	and upo count or t	n cor fund l	sultationas be	on with then over-ex	ie appro ktended i	priate distric in violation o
			Moved by: Action (RC):	G	Gei	Gel	Mai	М	Secon W			
		. Move to acl	knowledge receipt of t								, A148 aı	nd Report of
			Moved by: Action (RC):	G	Gei	Gel	Maj	Μ	Secon W	ded: H		
F.	<u>Othe</u>	<u>.</u>										
	1.	. Move to ad	opt the following resol	ution:								
			RESOLVED THAT the		arest Boa	ard of Ed	lucation v	will co	nvene i	n a closed	l Executiv	ve Session or
		Tuesda	y, May 15, 2012 at 7:00) p.m.	to discu	ss perso	nnel and/	or lega	al matte	rs.		

Moved by: Seconded: Action (v):

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the public at

F. Other (Continued)

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 29, 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.

			Moved by:	Seconded:	Action (v):
VI.	REPOR	<u>RTS</u>			
VII.	<u>PUBLI</u>	C DISCUSSION			
	A.	Move to open th	e meeting to public discussion.		
			Moved by:	Seconded:	Action (v):
	B.	Move to close th	ne meeting to public discussion.		
			Moved by:	Seconded:	Action (v):
VIII	EXECU	JTIVE 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 th	ne Executive Session and reenter t	he public session.	
			Moved by:	Seconded:	Action (v):
X.	<u>ADJOL</u>	JRNMENT			
	A.	Move to adjourn	at P.M.		
			Moved by:	Seconded:	Action (v):