

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

December 17, 2013

I. OPENING

- A. The meeting was called to order at 5:42 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: Galtieri, Geisenheimer, Geller, Molina, Woods and Holzberg were present. Verna arrived at 5:45 p.m.
- E. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous voice vote to accept the minutes of the Committee of the Whole Meeting from November 12, 2013 and the Regular Meeting from November 19, 2013.
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg wished everyone a happy holiday season. She commented that it is hard to say goodbye to Dr. Galtieri. She expressed on behalf of the board that Dr. Galtieri's insight, humor and concern for the bottom line will be missed and wished him all the best.

III. SUPERINTENDENT'S REPORT

Mr. Fox thanked Dr. Galtieri for his service to the district and the children. He spoke about how the administrators were inundated with the number of evaluations to be completed and the considerable amount of additional time involved. He stated that each employee has already been evaluated 4 to 5 times and will be again another 4-5 times. He explained administrators will work two days over the holiday break to continue their evaluation reports.

Mr. Fox commended the PTO for the Book Fair. He noted the Gifted & Talented Ad Hoc Committee continues their work and will meet again in February. He exclaimed that each school's holiday concert was great, but noted that the concert scheduled at the Bergen Town Center was cancelled due to weather. He wished everyone a happy and health new year.

IV. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) PRESENTATION

Mr. Chilson presented a review of the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report on Findings, as prepared by Nisivoccia, LLP. There were no recommendations resulting from the audit. Mr. Chilson reviewed the fiscal condition of the district, including a review of the debt limits.

V. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Woods, seconded by Galtieri and approved by unanimous voice vote to open the meeting to public discussion, limited to agenda items.
- C. There was no public in attendance.
- D. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

VI. ACTIONSA. Instruction – Staffing

1. It was moved by Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of the following substitute teachers for the 2013/2014 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):

Donald Seok

Angela Bussanich

Emilie Zurlini

B. Instruction – Pupils/Programs

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve two Regular Year Tuition contracts for the TIP Program with Northern Valley Regional High School District for Student ID #'s 232035 and 182045 in the prorated amount of \$63,071.54 (\$31,535.77 per student) for the 2013/2014 school year, effective November 12, 2013, as recommended by the Child Study Team.

2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve a contract with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for Student ID # 202077 to receive Level One Services in the amount of \$1,750 for the 2013/2014 school year, as recommended by the Child Study Team.

3. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm two Summer Tuition contracts with the Closter Board of Education for Student ID #'s 272001 and 262005 in the amount of \$1,600 (\$800 per student) for July 2013, as recommended by the Child Study Team.

C. Support Services – Staffing

1. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to accept the resignation of Hyewon Mohanram, Step 3, Bi-Lingual Special Education Aide for Student ID # 182100, effective December 13, 2013, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote, with Holzberg abstaining, to approve Diane Holzberg, Board President, to attend the NSBA Advocacy Institute (formerly Federal Relations Network) Conference on February 2-4, 2014 in Washington, D.C. with reimbursement for registration, lodging, meals and travel at the statutory rate as per board policy, as recommended by the Chief School Administrator.

2. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to schedule the 2014 Annual Organization Meeting on Tuesday, January 7, 2014 at 7:30 p.m., with the Committee of the Whole meeting to follow, as recommended by the Chief School Administrator.

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

3. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to appoint the Board Secretary as temporary chairman of the Annual Organization Meeting on January 7, 2014, as recommended by the Chief School Administrator.

4. It was moved by Molina, seconded by Galtieri 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 8:30 a.m. to 10:30 a.m. on the following Saturdays, at a fee of \$200, as recommended by the Chief School Administrator:

April 12, 19 and 26, 2014

May 3 and 10, 2014

5. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to confirm the request of Patricia Alevrontas, on behalf of the Girls Scouts, to use the All Purpose Room at Luther Lee Emerson School on December 13, 2013 from 3:00 p.m. to 4:30 p.m., as recommended by the Chief School Administrator.

6. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to accept the donation of t-shirts from Mr. Saunders, Demarest parent, for use by the girls' basketball team, as recommended by the Chief School Administrator.

7. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to authorize EI Associates to submit an amendment to the district's Long Range Facilities Plan (LRFP) for the installation of Classroom Air Conditioning, Partition Replacement and Electrical Upgrades at County Road School. This will be an "other capital project" and the board will not be seeking an SDA Grant for these projects as part of the submission. The air conditioning and electrical upgrades were not included in the 2005 LRFP list of projects and therefore, the LRFP needs to be amended, as recommended by the Chief School Administrator.

8. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to authorize EI Associates to provide professional architectural and engineering services for classroom upgrades at Country Road School in three phases including Schematic Design/NJDOE Submission, Contract documents, and Construction Phase/Bidding, at a fee not to exceed \$39,500, plus reimbursable expenses, as recommended by the Chief School Administrator.

9. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to acknowledge the Demarest Board of Education official election results of the November 5, 2013 election for three year terms, as follows, as recommended by the Chief School Administrator:

Ammu Kirtane, 263

Carlos Molina, 341

Sheila Verna, 335

10. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to authorize notification to the Executive County Superintendent and the New Jersey Department of Education for a waiver, as required, that the Demarest School District will not participate in the Special Education Medicaid Initiative/Medicaid Administrative Claiming Program, as we have no Special Education/Classified students receiving Free or Reduced Lunches, as recommended by the Chief School Administrator.

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

11. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to approve the following resolution supporting the school funding formula based on enrollment, not attendance, as recommended by the Chief School Administrator:

WHEREAS, the School funding Reform Act of 2008 provides that the funding formula for school aid shall be based on the "enrollment" of resident district children, and

WHEREAS, the State Legislature, through budget adoption language over the past two years, has modified the funding formula to provide that funding be adjusted based upon the "attendance" of resident children, and

WHEREAS, the Department of Education has determined that an appropriate average daily attendance rate of 96% shall be the level of attendance for all New Jersey school districts, and districts that demonstrate an attendance rate of less than 96% shall suffer a loss of school aid, and

WHEREAS, a 96% attendance rate is equal to a child being absent from school no more than seven days in one school year, and

WHEREAS, it is the opinion of the Demarest Board of Education that a 96% attendance rate is an arbitrary standard to apply to all New Jersey School Districts and is contrary to the history of funding in this State and the School Funding Reform Act of 2008, and

WHEREAS, New Jersey school districts must staff, equip, feed, and transport our children based upon the enrollment of students, and we do not send teachers home, or stop the buses, or turn off the lights, or sell their textbooks when a child is absent for health or other family reasons, and

WHEREAS, a loss of state aid due to average daily attendance simply shifts the burden to support a thorough and efficient education to the local taxpayer,

NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education hereby urges the Department of Education and the New Jersey State Legislature to fully fund the School Funding Reform Act of 2008 and to avoid modifying the formula in such a way as to penalize districts based on the attendance of children and to recognize that districts provide staff and resources for an adequate public education for all "enrolled" resident children, and

BE IT FURTHER RESOLVED that the Demarest Board of Education directs the School Business Administrator to distribute a copy of this resolution to local legislators, the Commissioner of Education, the New Jersey School Boards Association, and the New Jersey Association of School Business Administrators.

12. It was moved by Woods, seconded by Molina and approved by unanimous roll call vote, with Galtieri abstaining, to acknowledge the service of Dr. Frank Galtieri, as recommended by the Chief School Administrator:

WHEREAS, Dr. Frank Galtieri dedicated his time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, his 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 Dr. Frank Galtieri in recognition of his twelve (12) years of dedicated service as a member of the Demarest Board of Education.

VI. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

13. It was moved by Molina, seconded by Galtieri and approved by unanimous roll call vote to approve the following resolution seeking to adjust the budget submission calendar, as recommended by the Chief School Administrator:

WHEREAS, Chapter 202, P.L. 2011 provided that New Jersey School Districts may move their school board elections from April to November, and

WHEREAS, over 90% of all school districts have chosen to make this change, and

WHEREAS, the current school budget submission calendar has not been changed or amended to reflect the fact that the majority of New Jersey school districts no longer have budget votes in April, and

WHEREAS, districts that no longer have an April budget vote would benefit greatly by having more time to prepare and submit their budgets to county offices for review and approval, and

WHEREAS, proposed legislation (A4300 and S2877) recognizes this benefit by extending budget submission dates for districts with November elections,

NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education, County of Bergen does hereby request their local legislators to press forward and have this legislation (A4300 and S2877) adopted in time to modify the School District Budget Calendar for the 2014-15 School Year, and

AND BE IT FURTHER RESOLVED, that a copy of this resolution be sent to federal and local representatives, the New Jersey School Boards Association, and the National School Boards Association.

E. Support Services –Fiscal Management

1. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to accept the 2012-2013 Comprehensive Annual Finance Report (CAFR) and the Auditors Management Report on Administrative Findings as prepared by Nisivoccia, LLP, as recommended by the Chief School Administrator.

2. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the November 16 – 30, 2013 payroll in the amount of \$332,771.42

3. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the December 1 – 15, 2013 payroll in the amount of \$362,814.29

4. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the November 2013 bills in the amount of \$422,044.39

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Fund Expense Funds	\$ 377,785.66
12 Capital Outlay	17,684.73
20 Special Revenue	26,574.00

VI. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

5. It was moved by Galtieri, 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 November 30, 2013, 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.

6. It was moved by Galtieri, 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 November 30, 2013, 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.

7. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of October 31, 2013 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

8. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for November 2013:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-230-331-0-0000-25	Board of Education	\$ 3,800
11-000-262-610-1-6190-28	Operations	4,000
11-000-262-610-3-6190-28	Operations	8,000
12-000-400-450-2-0000-00	Capital Outlay	<u>13,000</u>
		\$ <u>28,800</u>
<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-230-339-0-0000-25	Board of Education	\$ 3,800
11-000-262-610-2-6190-28	Operations	12,000
12-000-400-334-0-0000-00	Capital Outlay	<u>13,000</u>
		\$ <u>28,800</u>

F. Other

1. It was moved by Verna, 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, January 7, 2014 following the Committee of the Whole Meeting, if necessary, 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. ACTIONS (Continued)

F. Other (Continued)

2. It was moved by Geller, seconded by Verna 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, January 21 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.

VII. REPORTS

Dr. Galtieri expressed that he values public education and had a very good experience serving as a board member. He congratulated the board office for a successful audit.

VIII. PUBLIC DISCUSSION

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

There was no public in attendance.

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

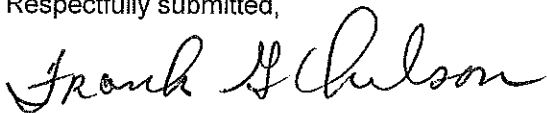
IX. EXECUTIVE SESSION (AS NEEDED)

There was no additional time needed for the executive session.

X. ADJOURNMENT

A. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to adjourn at 6:24 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary