

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

January 15, 2013

I. OPENING

- A. The meeting was called to order at 7:30 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, Verna, Woods and Holzberg were present. Molina was absent.
- E. It was moved by Woods, seconded by Galtieri and approved by unanimous voice vote to accept the minutes of the COW/Regular Meeting from December 18, 2012.
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg wished everyone a happy and healthy new year. She acknowledged that January is School Board Recognition month. She expressed her appreciation to the board for their love of the kids.

III. SUPERINTENDENT'S REPORT

Mr. Fox wished everyone a happy new year and commended the board for their work. He spoke about building security and the practices the district will implement. He stated that Bill Stellone will review and analyze school safety. Mr. Fox noted that Demarest Police Chief Powderly recommends phones inside the classrooms and also that police officers will begin walk-throughs of our buildings on an unannounced, regular basis. Mr. Fox commented vigilance is important when maintaining school safety. He also noted that today was the first Marshall training. Lastly, he mentioned that the Executive County Superintendent, Mr. Gilmartin, is retiring as of January 17, 2013.

Mr. Kirkby shared students' work. He then spoke about safety and lockdown drills. He noted that kindergarten registration is scheduled for January 23, 2013. He also spoke about PTO assemblies and the Lunar New Year of the Snake celebrations.

Ms. Codey spoke about the Gifted & Talented program and utilization of apps on the iPad. She mentioned the PTO Book Fair will be held on January 23rd – 24th and the Footloose Musical will be presented on February 1st and 2nd in the Demarest Middle School gymnasium. She noted that Franklin Institute would be in the district tomorrow and that Demarest will hold a curriculum workshop for the Valley. Lastly, she stated that Gradebook is open to all parents.

IV. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous voice vote to open the meeting to public discussion limited to agenda items.
- C. Public discussion.
 - 1. R. Schwartzman of 9 Grove Street commented on school security. He explained the high school is considering strobe lights, inside door locks and bullet proof glass.
- D. It was moved by Geller, 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 Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the guide movement for Jonathon Regan, Grade 7 Social Studies Teacher, from BA to BA+16, Step 9, for the 2012/2013 school year, effective February 1, 2013, as recommended by the Chief School Administrator.
- 2. It was moved by Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the guide movement for Stefanie Zitelli, Grade 7 Language Arts Teacher, from BA to BA+16, Step 5, for the 2012/2013 school year, effective February 1, 2013, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

- 1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to adopt the 2013/2014 District Student Calendar, as recommended by the Chief School Administrator (as distributed).

C. Support Services – Staffing

- 1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Dritar Ameti, Custodian, to receive a CDL-S School Bus Stipend in the amount of \$1,250, prorated effective January 1, 2013, for the 2012/2013 school year, 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 transfer of work location for Dritar Ameti, Custodian, Step 2, from the part-time evening shift at County Road School to full-time day shift at Luther Lee Emerson School, effective January 14, 2013, 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 the provisional employment of Jodi Braunstein, Step 1, as a substitute classroom aide for the 2012/2013 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 Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve Michael Fox, Superintendent, and Chris Kirkby, Principal, to attend the 2013 Techspo Conference in Atlantic City, New Jersey at a cost of \$375 each for registration on January 31 – February 1, 2013 with the cost of travel, lodging and food to be reimbursed based on state statutes and GSA rates, as recommended by the Chief School Administrator.

2. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the attendance of Audrena Campagna, Librarian, at the 22nd Annual NJAGC Conference held on March 8, 2013 in Somerset, New Jersey, with registration in the amount of \$149 and reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

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

RESOLUTION

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2013 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Demarest Board of Education is one of 586 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Demarest Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores.

NOW, THEREFORE, BE IT RESOLVED, That the Demarest Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2013 as SCHOOL BOARD RECOGNITION MONTH; and

BE IT FURTHER RESOLVED, That the Demarest Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

4. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve Change Order No. 001 for Contract No. 18, Boiler Replacement Project at Demarest Middle School, in the amount of \$1,970, as reviewed by LAN Associates, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

5. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve Change Order No. 002 for Contract No. 18, Boiler Replacement Project at Demarest Middle School, in the amount of \$24,130, as reviewed by LAN Associates, as recommended by the Chief School Administrator.

6. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the attendance of the following staff at “Crisis Management: Safe Room in Schools” Workshop held on February 5, 2013 in Glen Rock, NJ at a cost of \$60 each for registration, with statutory mileage reimbursement, originally approved in resolution D-6 on October 16, 2012, as recommended by the Chief School Administrator:

Danielle DuBois Anthony Giaconia Heather Mourao Stephanie Zitelli

7. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the request of the Parent Teacher Organization/Lunar New Year Group to use the library at Luther Lee Emerson School for the setup for the Lunar New Year festivities on Saturdays January 19, January 26 and February 2, 2013 from 9 a.m. to 12:00 p.m., as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

1. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the December 16th – 31st, 2012 payroll in the amount of \$325,565.61.

2. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the January 1st – 15th, 2013 payroll in the amount of \$324,564.02.

3. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the December 2012 bills in the amount of \$654,175.60.

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$636,509.24
12 Capital Outlay	7,530.60
60 Enterprise Funds	10,135.76

Sheila Verna, Board Member, does hereby abstain as to her own payment for reimbursement of fingerprinting fees. Her vote herein shall constitute a vote as to payment of all other bills.

4. 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 December 31, 2012, 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.

V. 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:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of December 31, 2012, 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.

6. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of November 30, 2012 Report of the Board Secretary, A-148 and Report of the Treasurer, A-149.

7. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for December 2012:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-291-270-0-0000-37	Benefits	\$ 190,000
12-000-400-334-0-0000-00	Capital	36,000
12-000-400-450-2-0000-00	Capital	<u>17,385</u>
		\$ 243,385
<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-230-104-0-0000-26	Executive Administration	\$ 4,000
11-000-240-103-2-0000-35	Office of the Principal	6,000
11-000-100-562-0-0000-36	Tuition	97,285
11-000-291-290-0-0000-37	Benefits	30,000
12-000-400-450-3-0000-00	Capital	26,100
12-000-400-800-0-0000-00	Capital	<u>80,000</u>
		\$ 243,385

F. Other

1. It was moved by Verna, seconded by Galtieri 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, February 12, 2013 at 7:00 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 the public at a future date.

2. It was moved by Verna, seconded by Galtieri 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, February 26, 2013 at 7:00 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 the public at a future date.

VI. REPORTS

P. Geisenheimer reported that the PTO website has been updated. She also reminded everyone of the PTO March 1st dinner dance.

D. Holzberg reported that the Ad Hoc Facilities Committee has met two times and that Mr. Donnelly is doing a great job.

VII. PUBLIC DISCUSSION

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

1. R. Schwartzman of 9 Grove Street commented on the Northern Valley Regional Information Technology (IT) project to give all students an iPad. The board may require a \$50 insurance coverage fee. A meeting will be held by NVR on January 29 to discuss the IT project. He wished everyone a happy new year.

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

VIII. ADJOURNMENT

A. It was moved by Geisenheimer, seconded by Geller and approved by unanimous voice vote to adjourn at 8:43 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary