

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

September 20, 2011

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 three newspapers: The Record, The Press Journal and The Suburbanite.
- C. President Holzberg led the flag salute.
- D. Roll Call: Galtieri, Geisenheimer, Geller, Woods and Holzberg were present. Majeski and Molina were absent.
- E. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to accept the minutes of the COW/Regular Meeting from August 16, 2011.
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone back. She commented that the Back-to-School nights at Demarest Middle School and Luther Lee Emerson were very successful. P. Geisenheimer commented that the Middle School HIB presentation and the Robin Segal presentation were well received. K. Woods attended the Luther Lee Emerson Back-to-School night and commented that the teachers did a great job.

III. SUPERINTENDENT'S REPORT

Mr. Fox discussed the recent fire emergency at Demarest Middle School and infiltration of water/flooding into the Child Study Team office area and boiler room. He stated there is an investigation into the cause of the water. He commented the custodians did a fabulous job in preparing the school for the new year. Mr. Fox thanked Rob Lombardy for preparing the PowerPoint presentation for the HIB Training for the board of education and also for presenting at the Back-to-School night.

Chris Kirkby stated that school openings went well. We had a deluge of rain the first two days. Mr. Kirkby met with all students in grades three and four to review school rules, lunch protocol and mention the new HIB policy. Luther Lee Emerson held Patriotic Day on September 12, 2011 in honor of the September 11th anniversary. Students wore red, white and blue and morning announcements highlighted nationalism for the 10th anniversary of that date. Picture day will be held September 22nd at Luther Lee Emerson and September 23rd at County Road School. Teachers have all begun work on their new webpages. Special educators have begun work with iPads in small group instruction classes. September 21st is International Peace Day and the week of October 3rd is "Week of Respect".

Rob Lombardy commented on his great opening. Nineteen students have placed their names for office of the student council. We are training for the new HIB. Steve Fogarty has provided sample forms. We are meeting to review healthy products for the lunch program.

IV. REVIEW OF AGENDA

- A. The 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.
- D. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONS

A. Instruction – Staffing

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the employment of the following substitute teachers for the 2011/2012 school year, as recommended by the Chief School Administrator:

Gloria Chester Galdi	Shana-Rose Ginley	Kimberly Steimke	Sue Welzer
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2. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of Jason Schoenfelder as a substitute teacher 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).

B. Instruction – Pupils/Programs

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to accept the notification of the 2011/2012 IDEA Basic (\$146,888) and Preschool (\$10,498) Grants, as recommended by the Chief School Administrator.

2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to amend the 2011/2012 IDEA Basic Budget from \$128,157 to \$146,888 as follows, as recommended by the Chief School Administrator.

	<u>From</u>	<u>To</u>
20-251-100-562-0-0000-00	\$ 90,118	\$ 111,448
20-251-100-610-0-0000-00	6,000	9,000
20-251-200-320-0-0000-00	<u>32,039</u>	<u>26,440</u>
	\$ 128,157	\$ 146,888

3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to amend the 2011/2012 IDEA Preschool budget from \$9,059 to \$10,498 as follows, as recommended by the Chief School Administrator.

	<u>From</u>	<u>To</u>
20-252-100-562-0-0000-00	\$ 9,059	\$ 10,498

4. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Closter Board of Education for 2 students (Student ID #'s 260001 and 250005) attending the Preschool Learning/Language Disability Class at Hillside School for the 2011/2012 school year at a cost of \$29,504 (\$14,752 per student) paid semi-annually, as recommended by the Child Study Team.

5. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Non Domiciled Tuition Agreement with Dr. Frank and Michelle Celenza for the 2011/2012 school year in the amount of \$14,856 for student #8903126693 to attend 5th grade at Demarest Middle School, as recommended by the Chief School Administrator.

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

6. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Tuition Agreement, pending domicile, with Mr. & Mrs. Kwak of 1 Highland Avenue, Demarest, NJ for the 2011/2012 school year for student ID # 000192103 attending 5th grade at Demarest Middle School and student ID # 000220084 attending 2nd grade at Luther Lee Emerson School, 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 Anne O'Connell and Susan Murphy to continue to provide Home Instruction, not to exceed two days per week jointly, at a rate of \$33/hour for Student ID# 83777515679, 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 the 2011/2012 Boys and Girls basketball schedules, as recommended by the Chief School Administrator.

2011-2012 Demarest Middle School Boys' Basketball Schedule

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Tuesday	12/06	Harrington Park	Away
Wednesday	12/07	Norwood	Away
Monday	12/12	Old Tappan	Away
Tuesday	12/20	Haworth	Home
Wednesday	12/21	Northvale	Home
Wednesday	01/04	Closter	Away
Thursday	01/05	Harrington Park	Home
Monday	01/09	Norwood	Home
Wednesday	01/11	Old Tappan	Home
Monday	01/23	Haworth	Away
Wednesday	01/25	Northvale	Away
Tuesday	01/31	Closter	Home
Week of	01/31	Make-Up Games	
Week of	02/06	Playoffs	
Week of	02/13	Championship	

2011-2012 Demarest Middle School Girls' Basketball Schedule

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Tuesday	12/06	Harrington Park	Home
Wednesday	12/07	Norwood	Home
Monday	12/12	Old Tappan	Home
Tuesday	12/20	Haworth	Away
Wednesday	12/21	Northvale	Away
Wednesday	01/04	Closter	Home
Thursday	01/05	Harrington Park	Away
Monday	01/09	Norwood	Away
Wednesday	01/11	Old Tappan	Away
Monday	01/23	Haworth	Home
Wednesday	01/25	Northvale	Home
Tuesday	01/31	Closter	Away
Week of	01/31	Make-Up Games	
Week of	02/06	Playoffs	
Week of	02/13	Championship	

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 Amanda Giaimo as Instructional Aide at County Road School, effective August 26, 2011, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)C. Support Services – Staffing (Continued)

2. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of Christina Cohen as a Classroom Aide, Step 1, Grade 1 for student ID # 230004 at County Road School 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).

3. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the employment of Theresa Flannery as a Classroom Aide, Step 4, Grade 2 for student ID #'s 220006, 220027, 220030, 220024, 210082 at Luther Lee Emerson School for the 2011/2012 school year, as recommended by the Chief School Administrator.

4. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve employment of Wendy Heffler as a Classroom Aide, Step 1, Grades 6 and 8 for the students listed below, at Demarest Middle School for the 2011/2012 school year, as recommended by the Chief School Administrator.

Grade 6: Student ID #s 182003, 182034, 182095, 182049, 182050, 182057, 182060

Grade 8: Student ID #s 162088, 162015, 162027, 162112, 162076, 162085, 162030

5. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the following students from Montclair State University to observe at Luther Lee Emerson with Ossi Mach for a total of 12 hours, as recommended by the Chief School Administrator.

Dasom Kim

Cassandra Imperatore

Tom Warren

6. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the employment of Leslie Berkman as a School Bus/Classroom Aide, Step 5, for the 2011/2012 school year as recommended by the Chief School Administrator.

7. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve Classroom Observation at Luther Lee Emerson School for Allison Rossi, student at Montclair State University, for a total of 10 hours beginning September 26 through October 11, 2011, as recommended by the Chief School Administrator.

8. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of Michele Whitney as a One-on-One Classroom Aide, Step 1, Grade 2 for student ID # 210082 at Luther Lee Emerson School 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).

D. Support Services – Board of Education

1. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of Ossi Mach, Music Teacher, at "Link-Up" Workshop held at Carnegie Hall on October 1, 2011 in New York City with reimbursement for mileage at the statutory rate and parking, as recommended by the Chief School Administrator.

2. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of Christopher Kirkby, Principal, at the "District Anti-Bullying Specialist Roles" Workshop held on September 26, 2011 in Parsippany, NJ, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

3. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of Michelle Terzini-Hollar, School Psychologist, and Theresa Wiseman, LDT-C, at "Section 504: An Updated Guide to Identifying and Planning for Students with Disabilities in the School" Workshop held on October 14, 2011 in Parsippany, NJ at a cost of \$190 each, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

4. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve Jennifer Rilli to use the County Road School gymnasium and bathrooms, on October 22, 2011 (rain date October 29, 2011) from 7:30 a.m. – 12:00 p.m. for the purpose of the Breast Cancer Walk, as recommended by the Chief School Administrator.

5. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the Parish of St. Joseph – Korean Soccer Association to use the Demarest Middle School field, on Saturdays between 1:00 p.m. and 3:00 p.m. and Mondays between 4:00 p.m. and 6:00 p.m., beginning September 10, 2011 through November 14, 2011, at a fee of \$630, as recommended by the Chief School Administrator.

6. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to adopt the District and Board Goals for the 2011/2012 school year as follows, as recommended by the Chief School Administrator.

DISTRICT GOALS:

- A. Student Achievement – The alignment of best practices and structures across the 3-5 grade levels in the area of language arts.
- B. Finance - To inform all stakeholders as to the budget process.
- C. General - To maintain a strong and cohesive administrative team.

BOARD GOALS:

- A. To educate stakeholders on new fiscal parameters and the impact on the entire budget process.
- B. To identify and implement successful means of communication to reach all stakeholder groups:
Staff, Parents, Community

7. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve board members participation in the Bergen County School Boards Association meetings as follows, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

<u>Date</u>	<u>Time</u>	<u>Location</u>
October 4, 2011	6:30 Registration	Cherry Hill School, River Edge, NJ
December 1, 2011	6:30 Registration	Pascack Hills H.S., Montvale, NJ
February 23, 2012	6:30 Registration	Union School, Rutherford, NJ

8. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the first reading and adoption of the following revised Policies, Regulations, By Laws and/or Exhibits, as recommended by the Chief School Administrator:

<u>1000 Series</u>	<u>3000 Series</u>	<u>4000 Series</u>	<u>5000 Series</u>	<u>9000 Series</u>
1100	3220/3230	4111	5114	9200
	3230	4131/4131.1	5131	
		4211	5131R	
		4231/4231.1	5131.5	

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

9. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the first reading of the following Policies, Regulations, By Laws and/or Exhibits, as recommended by the Chief School Administrator:

5000	9000
<u>Series</u>	<u>Series</u>
5141.23	9111

10. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the Harassment, Intimidation and Bullying (HIB) Committee organizational structure as follows, as recommended by the Chief School Administrator:

<u>Name</u>	<u>School</u>	<u>Position</u>
Robert Lombardy	DMS	Head Coordinator/ Specialist
Michelle Terzini-Hollar	DMS	Specialist/Psychologist
Elaine Kass/Sherri Rinckhoff	DMS	Specialist/Guidance
Isabelle Cavalli	DMS	Teacher
Debbie Verp	DMS	Parent
Christopher Kirkby	CRS/LLE	Specialist
Krista Grinkin	CRS	Specialist/Social Worker
Arlene Hagendorf	CRS/LLE	Specialist/Guidance
Loretta Borghi	CRS	Teacher
Judy Maisel	CRS/LLE	Parent
Terry Wiseman	LLE	Specialist/LDT-C
Sharon Dippolito	LLE	Teacher

11. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of Robert Lombardy, Vice Principal, at "District Anti-Bullying Specialist Roles" Workshop held on September 21, 2011 in Parsippany, NJ, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

12. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of Christopher Kirkby, Principal, at the Bergen County "Kindergarten Curriculum" Workshop held on September 21, 2011 in Paramus, NJ, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to confirm the August 16th – 31st, 2011 payroll in the amount of \$56,241.83.
2. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to confirm the September 1st – 15th, 2011 payroll in the amount of \$295,937.94.
3. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the August 2011 bills in the amount of \$396,576.01, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$247,638.51
40 Debt Service Funds	148,937.50
	<u>\$396,576.01</u>

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

4. It was moved by Geller, seconded by Galtieri 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 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.

5. It was moved by Geller, seconded by Galtieri 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 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.

6. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to acknowledge receipt of July 31st, 2011 Report of the Board Secretary, 148 and Report of the Treasurer, A-149.

F. Other

1. It was moved by Woods, 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, October 11, 2011 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 Woods, 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, October 18, 2011 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 public at a future date.

3. It was moved by Woods, seconded by Geller and approved by unanimous voice vote to confirm participation in an Open Public Meeting with the Borough of Demarest to discuss shared services on Monday, September 12, 2011 at 7:30 p.m. at the Demarest Borough Hall, as recommended by the Chief School Administrator.

VI. REPORTS

- F. Galtieri commented that the policy committee met and reviewed policy update for HIB and concussions.

VII. PUBLIC DISCUSSION

There was no public discussion.

VIII. EXECUTIVE SESSION (Continuation as needed)

There was none necessary.

IX. ADJOURNMENT

- A. It was moved by Geisenheimer, seconded by Geller and approved by unanimous voice vote to adjourn at 8:20 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary

FGC:dd