

# DEMAREST BOARD OF EDUCATION

## AGENDA – COW/REGULAR MEETING

December 21<sup>st</sup>, 2010

8:00 P.M.

### I. OPENING

A. Meeting called to order.

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. Flag Salute.

D. Roll Call: Galtieri, Geisenheimer, Majeski, Molina, Schwartzman, Woods and Holzberg

E. Move to accept the minutes of the:

Regular Meeting – November 16, 2010

*Moved by:*

*Seconded:*

*Action (v):*

f. Review of correspondence.

### II. BOARD PRESIDENT'S REPORT

### III. SUPERINTENDENT'S REPORT

Presentation of the CAFR

### IV. REVIEW OF AGENDA

A. Board members review the items.

*Moved by:*

*Seconded:*

*Action (v):*

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 discussion.

*Moved by:*

*Seconded:*

*Action (v):*

V. ACTIONS (Continued)

A. Instruction – Staffing

1. Move to approve the employment of the following substitute teachers for the 2010-2011 school year, as recommended by the Chief School Administrator.

Brian Schwartz	Maria Couri	Lyndsey Slodnick	Naomi Blank
<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

2. Move to approve the employment of Carmelo Sortino, BA Step 3, as a long term substitute teacher (Maternity leave replacement for J. Rilli), effective November 24, 2010 to May 13, 2011, as recommended by the Chief School Administrator.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

B. Instruction – Pupils/Programs

1. Move to approve a Special Education Tuition Contract with Cornerstone Day Schools, LLC for student #152105, effective November 15, 2010 at a per diem rate of \$310 (Tuition) \$150.75 (1:1 Aide) for 136 days or \$62,551, for the 2010-2011 school year, as recommended by the Child Study Team.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

2. Move to approve the Carry Over from prior years Character Education funds in the amount of \$3,918 and appropriate \$3,918 to 20-432-200-320-0-0000-00 of the 2010-2011 budget, as recommended by the Chief School Administrator.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

3. Move to approve the 2009-2010 IDEA Basic Carry Over in the amount of \$6,277 and appropriate \$6,277 to 20-251-100-562-0-0000-00 of the 2010-2011 budget, as recommended by the Chief School Administrator.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

4. Move to approve the 2009-2010 IDEA Preschool Carry Over in the amount of \$4,996 and appropriate \$4,996 to 20-252-200-562-0-0000-00 of the 2010-2011 budget, as recommended by the Chief School Administrator.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

C. Support Services – Staffing

1. Move to approve the employment of Maria Couri as a substitute Classroom Aide, Step 1, for 2010-2011 school year, as recommended by the Chief School Administrator.

<i>Moved by:</i>			<i>Seconded:</i>
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj M S W H</i>

V. ACTIONS (Continued)

C. Support Services – Staffing (Continued)

2. Move to approve the Provisional employment of Hrant Mekhsian as a substitute Custodian/Bus Driver, at an hourly rate of \$14.85, effective January 3, 2011 for the 2010-2011 school year, recommended by the Chief School Administrator.

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

D. Support Services – Board of Education

1. Move to approve the participation in the State Performance Plan, a federally mandated data collection activity, sponsored by the NJDOE Office of Special Education, as recommended by the Chief School Administrator.

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

2. Move to adopt the following Resolution for the Department of Education, Bergen County, and submit to the State the Comprehensive Maintenance Plan Report (see attachments), as recommended by the Chief School Administrator.

**SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of Demarest are consistent with these requirements, and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**Now Therefore Be It Resolve**, that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest Public Schools in compliance with Department of Education requirements.

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

3. Move to approve the second reading and adoption of the following revised Policies, Regulations, By Laws and/or Exhibits, as recommended by the Chief School Administrator:

1000 Series	2000 Series	3000 Series	4000 Series	5000 Series	6000 Series	9000 Series
1120	2033-R 2131 2240 2255	3100 3516 3516R 3516.1 3516.1R 3570R 3610	4112.8 4133R 4212.8 4233R	5118 5127 5145.12	6114	9126B 9126R 9250R 9273

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

V. ACTIONS (Continued)

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

4. Move to approve the following participants to attend the NJASA Techspo Conference 2011 and present a program on World Language Classroom on January 27-28, 2011 at Bally’s Park Place, Atlantic City, NJ in the amount not to exceed \$349 each for registration, \$99 each for lodging, and travel expenses, reimbursable at \$.31 per mile, as recommended by the Chief School Administrator.

Michael Fox Victoria Zimmerman Christina Korines

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

5. Move to approve Chris Kirkby to attend the New Jersey Association of Gifted Children Conference on March 11, 2011 at a registration cost of \$199 with travel expenses, reimbursable at \$.31 per mile, as recommended by the Chief School Administrator.

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

6. Move to authorize the Sale or Disposal of various audio visual/technology items from Demarest Middle School, as per policy #3260, as recommended by the Chief School Administrator. (See enclosed list).

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

7. Move to authorize the donation of the following items to the Bergen County Health Care Center Rockleigh, NJ, previously approved for sale/donation or disposal by the board on November 16, 2010 as recommended by the Chief School Administrator.

<u>Item</u>	<u>Serial</u>	<u>Model</u>
Sony TV		KP53XBR300
Mitsubishi TV	VS70707	
VHS Player	42533424 B3	FVH2507U
VHS Player	F95A14618	PV-9400
Sony Digital Still Camera	170103	MVC FD85
Sony Camcorder		KP53XBR300
Sony Digital Mavica Camera	170092	

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

**E. Support Services –Fiscal Management**

1. Move to accept the 2009-2010 Comprehensive Annual Finance Report (CAFR) and the Auditors Management Report on Administrative Findings as prepared by Nisivoccia and Company, LLP, as recommended by the Chief School Administrator.

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

2. Move to authorize the School Business Administrator/Board Secretary open an interest bearing account at TD Bank for the Unemployment Trust Fund for employee deductions, as recommended by the Chief School Administrator.

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

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

3. Move to insure the School Business Administrator/Secretary will utilize the Uniform Minimum Chart of Accounts for New Jersey Public Schools, 2008 Edition, to ensure for the proper classification to be in compliance with N.J.A.C. 6A:23-22(f), as recommended by the Chief School Administrator.

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

4. Move to direct School Business Administrator/Secretary reimburses the State for TPAF by October 1<sup>st</sup>, following the fiscal year, as recommended by the Chief School Administrator.

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

5. Move to confirm the November 16<sup>th</sup> – 31<sup>st</sup>, 2010 payroll in the amount of \$329,301.69

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

6. Move to confirm the December 1<sup>st</sup> – 15<sup>th</sup>, 2010 payroll in the amount of \$362,672.83

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

7. Moved to approve the November 2010 bills in the amount of \$701,562.70

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$701,562.70

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

8. Move 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<sup>th</sup>, 2010, 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.

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

9. Move 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<sup>th</sup>, 2010, 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.

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

V. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

10. Move to acknowledge receipt of October 31<sup>st</sup>, 2010 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

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

11. Move to confirm the following transfer.

From	Account No.		Amount
11-000-230-334-0-0000-25	Board of Education	\$	3,000
11-000-230-591-0-0000-25	Board of Education		5,000
11-000-270-161-0-0000-29	Transportation		7,000
11-120-100-110-2-0000-38	Substitute		<u>3,000</u>
		\$	18,000

From	Account No.		Amount
11-000-230-331-0-0000-25	Board of Education	\$	8,000
11-000-270-106-0-0000-29	Transportation		7,000
11-110-100-110-1-0000-38	Substitute		<u>3,000</u>
		\$	18,000

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

F. Other

1. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, January 11<sup>th</sup>, 2011 immediately following the Committee of-the-Whole Meeting 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.

Moved by: Seconded: Action (v):

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, January 18<sup>th</sup>, 2011 immediately following the Regular Meeting 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.

Moved by: Seconded: Action (v):

VI. REPORTS

VII. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

*Moved by:*

*Seconded:*

*Action (v):*

B. Move to close the meeting to public discussion.

*Moved by:*

*Seconded:*

*Action (v):*

VIII. EXECUTIVE SESSION (IF NEEDED)

A. Move to reenter the Executive Session to discuss personnel/legal matters/negotiations.

*Moved by:*

*Seconded:*

*Action (v):*

B. Move to close the Executive Session and reenter the public session.

*Moved by:*

*Seconded:*

*Action (v):*

IX. ADJOURNMENT

A. Move to adjourn at \_\_\_\_\_ P.M.

*Moved by:*

*Seconded:*

*Action (v):*

# DEMAREST BOARD OF EDUCATION

## ADDENDUM TO– COW/REGULAR MEETING

*December 21, 2010*

*8:00 p.m.*

.V. ACTIONS (Continued)

B. Instruction – Pupils/Programs

Add Resolution No. 5-7

5. Move to approve Gabriele Torres, Step 1, effective January 3, 2011, as a Shared Instructional Aide for the following students, for 2010-2011 school year, as recommended by the Chief School Administrator.

182026

182034

Moved by:

Action (RC):

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Gei

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Seconded:

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6. Move to approve Lyndsay Stodnick, Step 1, effective December 22, 2010 as an Instructional Aide at County Road School for Student #230048, for 2010-2011 school year, as recommended by the Chief School Administrator.

Moved by:

Action (RC):

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Seconded:

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7. Move to approve Anne O'Connell and Susan Murphy to continue to perform Home Instruction, not to exceed 10 hours weekly at a rate of \$33/hour for student #83777515679, as recommended by the Chief School Administrator.

Moved by:

Action (RC):

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Seconded:

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D. Support Services

Add Resolution No 8.

8. Move to accept the donation from Mr. and Mrs. Choi of 81 Prescott Street in the amount of \$2,000 to be used exclusively for Luther Lee Emerson School, as recommended by the Chief School Administrator.

Moved by:

Action (RC):

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Seconded:

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Distribution:

w/ Holes

7 board file

- Myriam

- Frank's book

- Agenda book

- superintendent

no holes

5 public

2 DMS

Frank's board file

Board File

LLE

CST

CRS

Maint

Green Folder

Ross

Gina

***Administrative Offices***

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