

# DEMAREST BOARD OF EDUCATION

## MINUTES – COW/REGULAR MEETING

*April 17, 2012*

### 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: Geisenheimer, Geller, Majeski, Woods and Holzberg were present. Galtieri and Molina were absent.

E. It was moved by Majeski, seconded by Woods and approved by unanimous voice vote to accept the minutes of the Budget Hearing Meeting from March 27, 2012 and the Regular Meeting from March 27, 2012.

F. There was a review of correspondence.

### II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone. She stated that the board was excited that students came to present their work.

### III. SUPERINTENDENT'S REPORT

Mr. Fox spoke about the Demarest Technology Night scheduled for May 10<sup>th</sup>. He congratulated D. Reinke, 8<sup>th</sup> grade student, for participating in the National Geography Bee and J. Park, 8<sup>th</sup> grade student, for placing 14<sup>th</sup> out of the 59,000 contestants in Letters for Literature. He reminded the board that the school's QSAC monitoring will take place on April 23<sup>rd</sup>. Mr. Fox also noted we received 650 applicants for the 1<sup>st</sup> grade teacher position.

Mr. Lombardy introduced Ms. Roessler, Ms. Calegari and Mrs. Conti, the advisors of the K.A.R.E. Club. With a group of students, they presented to the board a variety of visual presentations highlighting their altruistic efforts. These efforts included the Jean Drive, Goody Bags for the local police and visits to the local nursing home. Ms. Roessler also shared the work from her Skills Enhancement class.

### 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 this evening.

D. It was moved by Majeski, 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 Geller, seconded by Geisenheimer and approved by unanimous roll call vote 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

2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Allison Feifer, Grade 5 Resource Room Teacher, for a paid maternity leave of absence from June 4, 2012 through June 21, 2012, and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from September 1, 2012 through November 23, 2012, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Woods, seconded by Majeski and approved by unanimous roll call vote to approve the following Out of District tuition rates for the 2012/2013 school year, as recommended by the Chief School Administrator:

<u>Grade Level</u>	<u>Annual Tuition Rate</u>
Kindergarten	\$14,864
1 <sup>st</sup> – 5 <sup>th</sup>	\$14,494
6 <sup>th</sup> – 8 <sup>th</sup>	\$16,685

2. It was moved by Woods, seconded by Majeski and approved by unanimous roll call vote 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 School

Andrew Battaglino  
Ben Carlin  
Darren Fial  
Insoo Kim  
Danny Lee  
Jonathan Rothman  
Michael Cechura

Luther Lee Emerson School

Paul Torres  
Shane Altman  
Elizabeth Kim  
Kristin Kim

County Road School

Melissa Neustein

3. It was moved by Woods, seconded by Majeski and approved by unanimous roll call vote to approve the Eighth (8<sup>th</sup>) Grade Graduation to be held Wednesday, June 20, 2012 at 6:00 p.m., as recommended by the Chief School Administrator.

4. It was moved by Woods, seconded by Majeski and approved by unanimous roll call vote 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.

5. It was moved by Woods, seconded by Majeski and approved by unanimous roll call vote to approve a Non Domiciled Tuition Agreement with Beth Gewirtz of Englewood, NJ for her child, ID # 000242017, to attend 1<sup>st</sup> Grade at County Road School for the 2012/2013 school year at a cost of \$14,494, as recommended by the Chief School Administrator.

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

1. It was moved by Geisenheimer, seconded by Majeski and approved by unanimous roll call vote 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.

D. Support Services – Board of Education

1. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of all board members, the Chief School Administrator and the School Business Administrator at the 30<sup>th</sup> 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.

2. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote 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.

3. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote 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.

4. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote 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.

5. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote to approve the attendance of F. Chilson, School Business Administrator, at the 50<sup>th</sup> 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 the costs for registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

6. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following resolution seeking amendment to Senate Bill 1455, as recommended by the Chief School Administrator:

*Continued Next Page*

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)*Resolution #6 (Continued)***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 Chris 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 39<sup>th</sup> 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.

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

7. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote to adopt the following resolution:

**BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT**

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

V. ACTIONS (Continued)D. **Support Services – Board of Education (Continued)**  
**Resolution #7 (Continued)**

- c. Assigning and supervising all custodial and maintenance staff workers.
- 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.
- f. 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.
- i. 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.
- l. 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.
- n. Assist in administering the custodial and maintenance service budget.
- o. 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.

4. Duration: 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.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)  
Resolution #7 (Continued)

5. Entire Agreement: 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. Governing Law: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.

7. Severability: 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. Public Inspection: Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.

9. Notices: 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 roll 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: \_\_\_\_\_

8. It was moved by Majeski, seconded by Geisenheimer and approved by unanimous roll call vote to approve the submittal of an application for funds to support the implementation of the Anti-Bullying Bill of Rights Act, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

E. Support Services –Fiscal Management

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the March 16<sup>th</sup> – 31<sup>st</sup>, 2012 payroll in the amount of \$326,530.45.
2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the April 1<sup>st</sup> – 15<sup>th</sup>, 2012 payroll in the amount of \$340,281.72.
3. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the March 2012 bills in the amount of \$261,093.73, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$261,093.73

4. It was moved by Geller, 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 March 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.

5. It was moved by Geller, 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 March 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 Geller, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of the February 29, 2012 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

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

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-262-330-0-0000-28	Operations	\$ 2,000
<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-262-626-0-0000-28	Operations	\$ 2,000

F. Other

1. It was moved by Woods, seconded by Majeski 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, May 15, 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.



V. ACTIONS (Continued)

F. Other (Continued)

2. It was moved by Woods, seconded by Majeski 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, 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.

VI. REPORTS

President Holzberg addressed the board about creating an Ad Hoc Committee to review the district school structure and evaluate our needs for the future. She recommended that we begin by authorizing a demographic study to determine our community needs.

The board scheduled the annual staff evaluation meeting for May 1, 2012 at 6:00 p.m.

VII. PUBLIC DISCUSSION

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

There was no public discussion this evening.

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

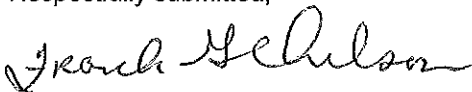
VIII. EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed for the executive session.

IX. ADJOURNMENT

A. It was moved by Geisenheimer, seconded by Majeski and approved by unanimous voice vote to adjourn at 8:27 p.m.

Respectfully submitted,



Frank G. Chilson  
School Business Administrator/Board Secretary

