

# DEMAREST BOARD OF EDUCATION

## MINUTES – REGULAR MEETING

*May 29, 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: Galtieri, Geisenheimer, Geller, Majeski, Molina, Woods and Holzberg were present.
- E. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous voice vote to accept the minutes of the Regular Meeting from April 17, 2012.
- F. There was a review of correspondence.

### II. BOARD PRESIDENT'S REPORT

President Holzberg stated it was nice to see everyone this evening. Tenure is a milestone for new and veteran teachers of the district. She noted the rigorous evaluation to get to this point. Awarding tenure is taken seriously by the board and administrators. She also announced that the board is accepting retirement of two excellent teachers. Mrs. Holzberg read a letter from R. Eftychiou, after the board accepted her retirement resolution.

### III. SUPERINTENDENT'S REPORT

Mr. Fox commended the board and staff on the district's QSAC evaluation score of 496 out of 500. The only points lost were as a result of our testing scores.

Mr. Lombardy reported that a 5<sup>th</sup> grade student received honorable mention for her contribution to the Species on the Edge Art and Essay Contest. He exhibited pictures of the Day in Clay Presentation. He also spoke about Ryan's Story and noted that about 100 parents attended the evening presentation which provided valuable information about cyber-activity, communication and signs of depression and suicide. Technology Night was also a huge success.

Mr. Kirkby commented on the Luther Lee Emerson School Spring Concert and Health Fair. He noted that the 3<sup>rd</sup> grade class attended Carnegie Hall and the Middle School's Jazz & Rock bands performed at Luther Lee. The field day at Luther Lee was postponed until Thursday, May 31 due to rain. County Road School field day will be Friday, June 1. NJ ASK testing was completed during the week of May 7. Attendance was very high during those days.

### IV. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. It was moved by Majeski, seconded by Molina 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 Woods and approved by unanimous voice vote to close the meeting to public discussion.

**A. Instruction – Staffing**

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call to award tenure contracts to the following teachers for the 2012/2013 school year, in accordance with their level and step on the Teachers' Salary Guide, as recommended by the Chief School Administrator.

<u>TEACHER</u>	<u>LEVEL</u>	<u>SEPT 2012- JAN 2013</u>	<u>FEB 2013- JUNE 2013</u>
Teresa Altman	BA	Step 9	Step 10
Allison Beckley (.625)	BA	Step 6	Step 7
Janice Boettner	BA	Step 17	Step 17
Loretta Borghi	MA	Step 11	Step 12
Patricia Buonocore	BA+32	Step 17	Step 17
Isabella Cavalli	MA	Step 14	Step 15
Lori Cohen	MA	Step 8	Step 9
Maureen Desmond	MA	Step 15	Step 16
Bridget DiMartini	MA	Step 7	Step 8
Sharon Dippolito	MA	Step 10	Step 11
Shauna DiUbaldo	MA	Step 6	Step 7
Deborah Duby	MA	Step 17	Step 17
Jane Ench	MA+60	Step 17	Step 17
Kristen Erol	MA	Step 12	Step 13
Allison Feifer	MA+45	Step 8	Step 9
Melanie Fielder	MA+60	Step 17	Step 17
Kathleen Frazer	MA	Step 17	Step 17
Janna Geller	MA+45	Step 14	Step 15
Anthony Giaconia	BA+32	Step 10	Step 11
Walter Gonzales	BT+16	Step 5	Step 6
Michelle Greenberg	MA	Step 11	Step 12
Janet Guirguis	BA+16	Step 7	Step 8
Arlene Hagendorf	MA+60	Step 17	Step 17
Denise Karrenberg	BA	Step 11	Step 12
Kristin Konight	BA+16	Step 17	Step 17
Christina Korines	BA	Step 6	Step 7
Heesun Lew	BA+32	Step 13	Step 14
Lauren Licameli	MA+16	Step 16	Step 17
Gina Long	MA+16	Step 15	Step 16
Osnat Mach	MA	Step 16	Step 17
Karleen McDermott	MA	Step 11	Step 12
Chris Nerkizian	MA	Step 6	Step 7
Dixie Nolan	BA	Step 11	Step 12
Susan O'Brien	MA+60	Step 17	Step 17
Cynthia Paspalas	BA	Step 9	Step 10
Geraldine Petersen	MA+45	Step 17	Step 17
Jennifer Plunkett	MA	Step 16	Step 17
Jonathon Regan	BA	Step 8	Step 9
Ellen Ricciutti	MA+60	Step 17	Step 17
Jennifer Rilli	MA	Step 9	Step 10
Leah Rinaldi	MA	Step 8	Step 9
Sherri Rinckhoff (.6)	MA	Step 11	Step 12
Julie Roessler	MA	Step 8	Step 9
Adrienne Ross	MA	Step 17	Step 17
Amanda Shore	MA	Step 8	Step 9
Gloria Sims	BA	Step 17	Step 17
Toby Sorge	MA	Step 7	Step 8
Kelly Stevens	MA+16	Step 12	Step 13
Douglas Stokes	MA	Step 9	Step 10
Sara Stokes	MA	Step 9	Step 10
Mary Tierney	MA	Step 15	Step 16
Barbara Weingarden	MA+16	Step 9	Step 10
Joanne Werner	BA+16	Step 9	Step 10
Theresa Wiseman	MA	Step 17	Step 17
John Zemba	BA	Step 17	Step 17
Victoria Zimmerman	BA	Step 16	Step 17

V. ACTIONS (Continued)A. Instruction – Staffing (Continued)

2. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to accept the notice of retirement from Elaine Kass, Guidance Counselor (.4), effective June 30, 2012, as recommended by the Chief School Administrator.
  
3. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept the notice of retirement from Regina Eftychiou, World Language Teacher, effective June 30, 2012, as recommended by the Chief School Administrator.
  
4. It was moved by Geller, seconded by Molina and approved by unanimous roll call vote to award a tenure contract to Olga Johnson, (.5) BA+16, Step 5, World Language Teacher, for the 2012/2013 school year (with a step increase occurring in February 2013), as recommended by the Chief School Administrator.
  
5. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to award a tenure contract to Amanda Morris, MA, Step 5, Resource Room Teacher, for the 2012/2013 school year (with a step increase occurring in February 2013), as recommended by the Chief School Administrator.
  
6. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to award a tenure contract to Suzanne Calegari, MA, Step 7, Resource Room Teacher, for the 2012/2013 school year (with a step increase occurring in February 2013), as recommended by the Chief School Administrator.
  
7. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to award a tenure contract to Dana Cherna, MA, Step 5, Media Center/Gifted and Talented-Multiple Intelligences Coordinator, for the 2012/2013 school year (with a step increase occurring in February 2013), as recommended by the Chief School Administrator.
  
8. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to award a tenure contract to Carl Quillen, MA+16, Step 15, Science Teacher, for the 2012/2013 school year (with a step increase occurring in February 2013), as recommended by the Chief School Administrator.
  
9. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to approve the provisional employment of Lauren Magnifico, BA Step 5, as 1<sup>st</sup> Grade Teacher at County Road School for the 2012/2013 school year (with a step increase will occurring in February 2013), 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. 8A:6-7 et. seq. (revised 6/30/98).
  
10. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to approve the provisional employment of Alexandria Lerner, BA Step 1, as a Kindergarten Teacher at County Road School for the 2012/2013 school year (with a step increase will occurring in February 2013), 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. 8A:6-7 et. seq. (revised 6/30/98).

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

11. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to award non-tenure contracts to the following teachers for the 2012/2013 school year in accordance with their step and level on the Teachers' Salary Guide, as recommended by the Chief School Administrator:

<u>Teacher</u>	<u>Service Year</u>	<u>Level</u>	<u>September 2012- January 2013</u>	<u>February 2013- June 2013</u>
Colleen Appelblatt	2	BA	Step 1	Step 2
Joaquim Casimiro	3	BA	Step 9	Step 10
Corrine Conti	3	BA	Step 4	Step 5
Krista Grinkin	2	MA	Step 6	Step 7
Dana Rossi	3	MA	Step 5	Step 6
Kimberly Steimke	2	MA	Step 1	Step 2
Jennifer Straub	2	BA	Step 3	Step 4
Stefanie Zitelli	3	BA	Step 4	Step 5

12. It was moved by Geller, seconded by Majeski and approved by unanimous roll call vote to approve the request of Shauna DiUbaldo, 4<sup>th</sup> Grade Teacher, for a paid maternity leave of absence from June 4, 2012 through June 21, 2012 and September 4, 2012 through September 21, 2012 and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from September 24, 2012 through January 2, 2013, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Bollinger Insurance for student insurance 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 an Extended Year Tuition contract with Northern Valley Regional High School District for the Valley Program OLV Pre-K Special Classes for Student ID # 262003 effective May 29, 2012 at a prorated cost of \$7,278.86 for the remainder of the 2011/2012 school year, as recommended by the Child Study Team.

3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve an Extended Year Tuition contract with JCC Therapeutic Nursery for Student ID # 262002 effective May 29, 2012 at a prorated cost of \$3,885.76 (\$242.86 per diem) for the remainder of the 2011/2012 school year, 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 amend the job title of the Supervisor of Student Services/School Psychologist, previously approved (April 17, 2012, Res. C-1), to Supervisor of Child Study Team/School Psychologist, as on file in the board office, as recommended by the Chief School Administrator.

2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to award contracts to the following tenured secretaries according to their step and level on the Secretarial Salary Schedule for the 2012/2013 school year, as recommended by the Chief School Administrator:

Level I Secretarial Salary Guide:

Gina Peter (BOE)

Level II Secretarial Salary Guide:

Tina Borello (DMS), Step 17  
 Mary Ann Lucia (LLE), Step 13  
 Sally Marsich (CST), Step 14  
 Nancy Niemira (DMS), Step 10  
 Cheryl Sullivan (CRS), Step 11

V. ACTIONS (Continued)

C. Support Services – Staffing (Continued)

3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to award a non-tenure contract to Dawn Delasandro, Secretary to the Business Administrator, according to the Level 1 Secretarial Salary Guide for the 2012/2013 school year, as recommended by the Chief School Administrator.

4. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Memorandum of Agreement with Myriam Goldfeld, Executive Secretary, for the 2012/2013 school year, as recommended by the Chief School Administrator.

5. It was moved by Geisenheimer, seconded by Majeski and approved by unanimous roll call vote to award tenure and a Memorandum of Agreement to Michelle Terzini-Hollar, Supervisor of Child Study Team/School Psychologist, for the 2012/2013 school year, as recommended by the Chief School Administrator.

6. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve Marianne Bolduc as the District Lunchroom Coordinator for the 2012/2013 school year, 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 Kathleen Coppa, RN, as the in-district Health Aide at an hourly rate of \$26 (not to exceed 2½ hours daily) for the 2012/2013 school year, 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 following Teacher Assistants for the 2012/ 2013 school year (not to exceed 25 hours weekly), as recommended by the Chief School Administrator:

Kathleen Coppa, Step 9 (CRS)

Miriam Koopaethes, Step 5 (LLE)

9. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to award contracts to the following Lunch/Playground Aides according to the Aides Hourly Guide for the 2012/2013 school year, as recommended by the Chief School Administrator:

<u>County Road School</u>	<u>Luther Lee Emerson School</u>	<u>Demarest Middle School</u>
Josephine Della Fave, Step 21	Marilyn Stankiewicz, Step 14	Leilani Belingon, Step 5
Anna Martin, Step 10		Catherine Ciccimarra, Step 7
		Margaret Cioffi, Step 8
		Mary Jean Dresher, Step 21
		Jo Anna Martin, Step 13

10. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following summer custodians, as recommended by the Chief School Administrator:

Kevin Sahraic  
Ali Zigami

May 30, 2012 – August 17, 2012  
May 30, 2012 – August 15, 2012

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

1. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to confirm the Demarest PTO/5K Committee request to use the All Purpose Room at Luther Lee Emerson School for a pasta dinner prior to the 5K Race on Saturday, May 19, 2012 from 4:00 – 8:00 p.m., as recommended by the Chief School Administrator.
  
2. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to direct LAN Associates to update the District Five-Year Facility Plan to include air conditioning in the Luther Lee Emerson School gymnasium, as recommended by the Chief School Administrator.
  
3. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to award Contract No. 20, Air Conditioning Project at Luther Lee Emerson School, to Teo Technologies Inc. as a result of the May 24, 2012 bid for the Base bid (\$62,800), Alternate 1 (\$19,400), Alternate 2 (\$31,000), Alternate 3 (\$5,500) and Alternate 4 (\$6,200) for a total cost of \$124,900 (as on file in the Board of Education office), as recommended by LAN Associates and the Chief School Administrator.
  
4. Move to authorize LAN Associates to complete a Demographic Assessment utilizing a Cohort Survival Method to project for future enrollment at a fee of \$1900, as recommended by the Chief School Administrator.
  
5. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to approve the St. Joseph's Enrichment/BSM request to use the Demarest Middle School field on Mondays, Tuesdays and Thursdays (12:45 – 2:45 p.m.) beginning July 9, 2012 through August 16, 2012 and on Mondays and Thursdays (5:45 – 7:45 p.m.) and Saturdays (9:30 – 11:30 a.m.) beginning June 23, 2012 through August 30, 2012, for the agreed upon fee of \$1,920, as recommended by the Chief School Administrator.
  
6. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to approve the Classroom Rental Agreement with Northern Valley Regional High School District in the amount of \$30,000 per classroom and \$50,000 for educational services for the 2012/2013 school year, as recommended by the Chief School Administrator.
  
7. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to approve the Technology Shared Services Agreement with Northern Valley Regional High School District in the amount of \$40,500 to provide services three (3) days per week for the 2012/2013 school year, as recommended by the Chief School Administrator.
  
8. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to approve an agreement with Genesis Educational Services for the Student Information System for the 2012/2013 school year, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

9. It was moved by Molina, seconded by Majeski and approved by unanimous roll call vote to approve the following resolution:

**APPROVAL OF LEGAL DEPOSITORIES – BANK FOR DEPOSITS/WITHDRAWALS**

**BE IT RESOLVED** that the Demarest Board of Education authorizes the Business Administrator to invest school district funds within statutory limitations.

**BE IT FURTHER RESOLVED** that the Demarest Board of Education approves the district's participation in the Bergen County Banking Consortium (BCBANC) from July 1<sup>st</sup>, 2012 through June 30<sup>th</sup>, 2013 and authorizes the School Business Administrator to serve as a trustee.

**BE IT FURTHER RESOLVED** that the Demarest Board of Education designates Capital One as the bank for deposits and withdrawals for the Warrant Account, Payroll Account, Payroll Agency Account, Unemployment Account, Capital Reserve Account, Student Activities Account, and Athletics Student Activities Account and approves Capital One, from July 1<sup>st</sup>, 2012 through June 30<sup>th</sup>, 2013.

**BE IT FURTHER RESOLVED** that the Demarest Board of Education approves the designated signatures on the above accounts as outlined at the Annual Reorganization Meeting, as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

1. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote to confirm the April 16 – 30, 2012 payroll in the amount of \$304,857.90.

2. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote to confirm the May 1 – 15, 2012 payroll in the amount of \$334,589.46.

3. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote to approve the April 2012 bills in the amount of \$552,375.46, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$494,929.16
12 Capital Outlay Funds	43,095.00
20 Special Revenue Funds	14,351.30

4. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote to confirm the following transfers for April 2012:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-262-621-0-0000-28	Operations	18,000
12-000-400-334-0-0000-00	Capital Outlay	2,600
12-120-100-730-2-0000-00	Capital Outlay	1,689
12-130-100-730-3-0000-00	Capital Outlay	4,400
		\$ <u>26,689</u>
<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-262-610-2-6190-28	Operations	6,000
11-000-262-610-3-6190-28	Operations	12,000
12-000-400-450-3-0000-00	Capital Outlay	8,689
		\$ <u>26,689</u>

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

5. It was moved by Majeski, 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 April 30, 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.

6. It was moved by Majeski, 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 April 30, 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.

7. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote to acknowledge receipt of the March 31, 2012 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

F. Other

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

BE IT RESOLVED THAT the Demarest Board of Education will convene in a public Board Self Evaluation on Tuesday, June 12, 2012 at 6:00 p.m. to discuss board goals, followed by a closed Executive Session at 7:00 p.m. to discuss negotiations, 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.

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

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, June 19, 2012 at 7:00 p.m. to discuss negotiations, 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

There were no reports given this evening.

VII. PUBLIC DISCUSSION

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

VIII EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed.

IX. ADJOURNMENT

A. It was moved by Galtieri, seconded by Majeski and approved by unanimous voice vote to adjourn at 9:03 p.m.

Respectfully submitted,



Frank G. Chilson  
School Business Administrator/Board Secretary

