

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

April 27th, 2011

I. OPENING

A. The meeting was called to order 8:00 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, Majeski, Molina, Schwartzman, Woods and Holzberg were all present.

E. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to accept the following minutes:

Special Meeting	March 1 st , 2011
COW Meeting	March 15 th , 2011
Public Hearing Budget	March 29 th , 2011
Regular Meeting	March 29 th , 2011

F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone. She expressed the hope that the community would support our budget as the schools and our educational programs are the reason for maintaining our high home values.

III. SUPERINTENDENT'S REPORT

Mr. Fox commented on a proposal from Mr. Verp, Borough Council Member and parent, to initiate a program called Homework Heroes. Mr. Fox stated that the new social worker has started working.

Mr. Lombardy commented on the 5th graders attending the Art School Outreach program and the NJ Batman visited 6th graders to celebrate Earth Day 2011. Chief Bailey presented to the winners of the Fire Prevention Poster Contest. Mr. Lombardy and Mr. Fox attended the SNAP Conference where local police shared the dangers associated with the ingestion of "Bath Salts" and how our students are using them to get high.

Mr. Kirkby informed the board that the Report Cards were distributed online on April 8th, with great success. The 4th grade participated in a Living Voices assembly for the social studies curriculum. The 3rd grade and 4th grade participated in the BCPO Anti-Bullying Poster Contest. The 2nd grade play "The Carnival of Animals" will be held on Friday, April 29th, 2011. Our "Join for Japan" fundraiser spear headed by our 4th grade teachers and students, raised almost \$1,700. The Mothers Day breakfast for Kindergarten moms will be held Friday, May 6th, 2011. The NJASK begins for grades 3-4 on May 9th, 2011.

V. ACTIONS (Continued)IV. REVIEW OF AGENDA

- A. The Board members reviewed the items.
- B. It was moved by Majeski, seconded by Woods and approved by unanimous voice vote to open the meeting to open the meeting to public discussion limited to agenda items.
- C. There was no public discussion.
- 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

None.

B. Instruction – Pupils/Programs

1. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve the following students to participate in senior service for the 2010/2011 school year, as recommended by the Chief School Administrator:

Demarest Middle School
Robert Kligman
Christina Zois
Eujin Kim

Luther Lee Emerson School
Gianna Nebbia
Cheryn Park
Scott Schachter
Emily Spivack
Mary Longest

County Road School
MaryCate Corso
Danielle Sheinma

2. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve a Special Education tuition contract with Closter Board of Education for Student ID #260002 in the amount of \$5,919.60 effective February 28, 2011 for the remainder of 2011 school year, as recommended by the Child Study Team.

3. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve the use of the outdoor field at Demarest Middle School on April 2, 2011 through June 11, 2011 at 1:00 p.m. through 5:00 p.m., for St. Joe's Youth Soccer, at a rental fee of \$750, as recommended by the Chief School Administrator.

4. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve the following Resolution:

BE IT RESOLVED by the Demarest Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and S.S. and R.S. o/b/o T.S. which is annexed to this Resolution, are hereby adopted and approved by the Board,. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, ad any other documents necessary to effectuate the settlement.

5. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve a Tuition Contract with Little Keswick School for Student #162083 effective January 24th, 2011 for the 2010-2011 school year at a prorated cost not to exceed \$55,967, as recommended by the Chief School Administrator.

6. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve a Non Domiciled Tuition Agreement with Geoffrey and Noa Artzi-Weil, for their daughter #032106, to attend Kindergarten for the 2011-2012 school year at a cost of \$14,612, as recommended by the Chief School Administrator.

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

7. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve a Non Domiciled Tuition Agreement with Ian and Beth Gerwitz for their son #121805, to attend Kindergarten for the 2011-2012 school year at a cost of \$14,612, as recommended by the Chief School Administrator.

8. It was moved By Woods, seconded by Galtieri and approved by unanimous roll call vote to approve the Eighth (8th) Grade Graduation to be held on Monday, June 20, 2011 at 6:00 p.m., as recommended by the Chief School Administrator.

C. Support Services – Staffing

None.

D. Support Services – Board of Education

1. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve the 2011/2012 Generally Accepted Accounting Principles (GAAP) Agreement with the Asbury Park Board of Education, Information Technology Center (APITC) in the amount \$15,525, (\$6,675 for Budgetary Accounting System and \$8,850 Payroll/Personnel System) effective July 1, 2011 through June 30, 2012, 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 M. Fox, to attend the Annual Spring Conference hosted by NJASA and NJSBA, on May 23-24, 2011 to be held at Ocean Place, Long Branch, NJ with cost for registration, hotel, plus statutory mileage reimbursement, 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 F. Chilson attend the 49th Annual Conference hosted by New Jersey School Business Officials (NJSBO), on June 1 - 3, 2011 to be held at Atlantic City, New Jersey with cost for registration, hotel, plus statutory mileage reimbursement, 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 a Renewal Contract with Delta Dental for the 2011-2014 school years at a cost of \$43.52 for single and \$115.36 for family coverage, as recommended by the Chief School Administrator.

5. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to approve K. Konight attend the Book Expo America on May 24th, 2011 to be held at Jacob Javitz Center at New York City with cost for registration, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

6. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to table the following Buildings and Grounds Shared Services Agreement for further discussion, as recommended by the Chief School Administrator.

BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT

This agreement is made this 27th day of April, 2011 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.

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

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 Building 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 Building 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 assist 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. Assist in recruiting, screening and recommending applicants for hiring.
- c. Assist in assigning and supervising all custodial and maintenance staff workers.
- d. Assist in 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. Assist in establishing and supervising summer cleaning programs and maintaining the schedule.
- g. Examine school buildings on a regular basis for needed repairs, maintenance and safety.
- h. Assist in assigning and supervising outside contracted services.
- i. Lay out and inspect work and assist crew members.
- j. Develop a process to deal with emergency repair problems.

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

- 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.
 - p. Assist in the evaluation of the custodial and maintenance staff performance.
 - q. Based on Demarest Elementary School needs, the Supervisor of Building 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.
2. That Northern Valley will be compensated at a rate of \$52,000 for Northern Valley Buildings and Grounds Services.
 3. Duration: This Agreement shall commence on July 1, 2011 and end on June 30, 2012. 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.
 4. 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.
 5. Governing Law: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.
 6. 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.
 7. 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.
 8. 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

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

AGREEMENT (Continued)

To Demarest: Demarest Board of Education
568 Piermont Road
Demarest, New Jersey 07627

9. 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:

NVRHS BOARD OF EDUCATION

By: _____
Board President

Dated: _____

WITNESS:

DEMAREST BOARD OF EDUCATION

By: _____
Board President

Dated: _____

E. Support Services –Fiscal Management

1. It was moved by Schwartzman, seconded by Galtieri and approved by unanimous roll call vote to confirm the March 16th – 31st, 2011 payroll in the amount of \$333,584.60.
2. It was moved by Schwartzman, seconded by Galtieri and approved by unanimous roll call vote to confirm the April 1st – 15th, 2011 payroll in the amount of \$357,710.48.
3. It was moved by Schwartzman, seconded by Galtieri and approved by unanimous roll call vote to approve the March 2011 bills in the amount of \$305,732.70

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$281,694.70
20 Special Revenue Funds	<u>24,038.00</u>
Total	\$305,732.70

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

4. It was moved by Schwartzman, seconded by Galtieri and approved by unanimous roll call vote to confirm the following transfers for March 2011 as follows:

<u>From:</u>	<u>Account:</u>	<u>Amount:</u>
11-120-100-101-1-0000-04	Health Physical Education	\$ 2,000
11-000-230-104-0-0000-26	Executive Admin	6,000
11-000-262-108-3-0000-28	Operations	3,000
	Total	\$ 11,000

<u>To:</u>	<u>Account:</u>	<u>Amount:</u>
11-000-230-331-0-0000-25	Board of Education	\$ 6,000
11-000-262-620-0-0000-28	Operations	3,000
11-110-100-110-1-0000-38	Substitutes	2,000
	Total	\$ 11,000

5. It was moved by Schwartzman, 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 March 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.

6. It was moved by Schwartzman, 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 March 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.

7. It was moved by Schwartzman, seconded by Galtieri and approved by unanimous roll call vote to acknowledge receipt of February 28th, 2011 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

F. Other

1. It was moved by Molina, 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 Wednesday, May 11th, 2011 immediately following the Reorganization 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.

2. It was moved by Molina, 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, May 17th, 2011 immediately following the Committee-of-the-Whole Meeting to discuss personnel, negotiations and/or legal matters.

V. ACTIONS (Continued)

F. Other (Continued)

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the public at a future date.

3. It was moved by Molina, 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, May 24th, 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.

VI. REPORTS

Mr. Fox scheduled a Policy Committee Meeting on May 17th, 2011 at 7:00 p.m. prior to the Committee of the Whole.

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

VIII EXECUTIVE SESSION (IF NEEDED)

- A. It was moved by Woods, seconded by Galtieri and approved by unanimous voice vote to reenter the Executive Session to discuss personnel/legal matters/negotiations.
- B. It was moved by Galtieri, seconded by Majeski and approved by unanimous voice vote to close the Executive Session and reenter the public session.

IX. ADJOURNMENT

- A. It was moved by Woods, seconded by Galtieri and approved by unanimous voice vote to adjourn at 9:17 P.M.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary

FGC:mb