DEMAREST BOARD OF EDUCATION

AGENDA - REGULAR MEETING

October 15, 2013

7:30 P.M.

I.	<u>OPEN</u>	<u>IING</u>									
	A.	Meeting called to order.									
	B.		pen Public Meetings Law was enaded to attend the meetings of public l	en Public Meetings Law was enacted to insure the right of the public to to attend the meetings of public bodies at which any business affecting							
		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 two newspapers: The Record and The Suburbanite.									
	C.	Flag Salute.									
	D.	Roll Call: Galtieri, Geisenheimer, Geller, Molina, Verna, Woods and Holzberg									
	E.	Move to accept the minutes of the:									
		Regular Meeting – September 17, 2013									
		Moved by:	Seconded:	Action (v):							
	F.	Review of correspondence.									
II.	<u>BOAR</u>	D PRESIDENT'S REPORT									
III.	SUPE	RINTENDENT'S REPORT									
IV.	REVIE	EW OF AGENDA									
	A.	Board members review the	items.								
	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	o public discussion.								
		Moved by:	Seconded:	Action (v):							

V. <u>ACTIONS</u>

A. <u>Instruction – Staffing</u>

1. Move to approve the following stipend position and amounts for the 2013/2014 school year, as recommended by the Chief School Administrator:

STIPEND POSITION		<u>TE</u>	<u>ACHER</u>				AMC	<u>UNT</u>	
Boys/Girls Track	H. Mourao				\$2,000.00				
•									
Moved by:						Secor	nded:		
Action (RC):	G	Gei	Gel	Μ	V	W	Н		

B. <u>Instruction – Pupils/Programs</u>

1. Move to approve the 2013/2014 Demarest Middle School **Boys' Basketball** Schedule program for the 2013/2014 school year, as recommended by the Chief School Administrator.

Day	Date	Э		0	ppone	ent	Home/Away	
Wednesday	12/0)4		H	arring	ton Pa	Away	
Monday	12/0)9		N	orwoo	d		Away
Wednesday	12/1	1		0	ld Tap	pan		Away
Monday	12/1	6		H	aworth	า		Home
Wednesday	12/1	8		N	orthva	ıle		Home
Monday	01/0)6		C	loster			Away
Wednesday	01/08			H	arring	ton Pa	Home	
Monday	01/13			N	orwoo	Home		
Wednesday	01/15			0	ld Tap		Home	
Wednesday	01/22			H	aworth		Away	
Monday	01/27			N	orthva		Away	
Wednesday	01/29			C	loster	Home		
Week of	02/03		To	Tournament				
Moved by:						Secor	nded:	
Action (RC):	G	Gei	Gel	Μ	V	W	Н	

2. Move to approve the 2013/2014 Demarest Middle School **Girls' Basketball** Schedule program for the 2013/2014 school year, as recommended by the Chief School Administrator.

Day	Date	Opponent	Home/Away
Wednesday	12/04	Harrington Park	Home
Monday	12/09	Norwood	Home
Wednesday	12/11	Old Tappan	Home
Monday	12/16	Haworth	Away
Wednesday	12/18	Northvale	Away
Monday	01/06	Closter	Home
Wednesday	01/08	Harrington Park	Away
Monday	01/13	Norwood	Away
Wednesday	01/15	Old Tappan	Away
Wednesday	01/22	Haworth	Home
Monday	01/27	Northvale	Home
Wednesday	01/29	Closter	Away
Week of	02/03	Tournament	•

V. ACTIONS (Continued)

3. Move to approve the 6th grade Class Trip to Fairview Lake on March 19, 2014 to March 21, 2014, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

4. Move to approve the 8th grade Class Trip to Washington, D.C. on May 20, 2014 to May 22, 2014, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

5. Move to approve Home Instruction for Student ID# 000202044 at a rate of \$33 per hour, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

6. Move to approve Jamie Vinolas, St. Thomas Aquinas College student, to observe classes in County Road and Luther Lee Emerson Schools for a total of twenty (20) hours on Fridays, beginning October 18, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

7. Move to approve Christine Lee, college student, to observe music classes at Luther Lee Emerson Schools for a total of eight (8) hours, beginning October 11, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

C. Support Services - Staffing

1. Move to accept the resignation of Mary Portera for the part-time position of Teacher's Aide at Luther Lee Emerson School, effective October 12, 2013, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

2. Move to accept the resignation of Marilyn Stankiewicz for the part-time position of Teacher's Aide at Luther Lee Emerson School, effective October 12, 2013, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

3. Move to approve Resat Cazimoski, Custodian-in-Charge at Demarest Middle School, to receive a Longevity Stipend in the amount of \$1,000 prorated, effective November 1, 2013, for the 2013/2014 school year, as recommended by the Chief School Administrator.

D. Support S	ervices – E	3oard of	Education
--------------	-------------	----------	-----------

1.	Move	to	accept	the	2013	Annual	Facilities	Checklist	and	submit	it	to	the	Executive	County
1. Move to accept the 2013 Annual Facilities Checklist and submit it to the Executive Cou Superintendent, as recommended by the Chief School Administrator.															

Moved by: Seconded: Action (RC): G Gei Gel M V W H

2. Move to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator.

WHEREAS, the Department of Education requires New Jersey School Districts to submit threeyear 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 School District 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 THERRFORE, BE IT RESOLVED that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with Department of Education requirements.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

3. Move to approve the continued participation in the Middlesex Regional Education Services Commission (MRESC) Cooperative Price Agreement, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

4. Move to adopt the Demarest School District Nursing Plan for the 2013/2014 school year and submit it to the Bergen County Department of Education, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

5. Move to approve the Demarest PTO to use the Demarest Middle School gym on Friday, January 31, 2014 and February 1, 2014 between 3:00 p.m. and 10:00 p.m. for performance of the musical Grease, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

6. Move to approve the Demarest KARE Club to use the Demarest Middle School courtyard and cafeteria on Thursday, October 24, 2013 between 3:00 p.m. and 6:00 p.m. for the Breast Cancer Awareness fundraising carnival, as recommended by the Chief School Administrator.

-5-

V. ACTIONS (Continued)

D. <u>Support Services – Board of Education (Continue</u>

7. Move to approve the Girl Scouts of Northern New Jersey to use the County Road School gym on Wednesday, October 23, 2013 between 4:30 p.m. and 7:30 p.m. for recruiting, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

8. Move to accept the State of New Jersey Department of Education approval of State Project # 1070-050-14-1000, authorizing a waiver for the classroom ceiling height in Rooms 101-109 at Luther Lee Emerson School, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

9. Move to authorize the School Business Administrator/Board Secretary to enter into a contract with F. H. Paschen under Bid # MRESC 13/14-12 and 13/14-13 for State Project # 1070-050-14-1000 in an amount not to exceed \$109,569.67, as approved by the State of New Jersey Department of Education, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

10. Move to participate in the PSE&G Direct Install Program for Government and Non-Public Facilities for energy efficiency upgrades at County Road School (Project # 1428231), Luther Lee Emerson School (Project # 1428229) and Demarest Middle School (Project # 1427787) at an investment cost of \$46,319, with the Demarest Board of Education paying \$9,264 (or \$386 per month for 24 months), with a projected 5-years savings of \$44,895, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

11. Move to approve the attendance of Toby Sorge and Stefanie Zitelli, Demarest Middle School Teachers, at the NCTE (National Council of Teachers of English) Annual Convention held on November 21-24, 2013 in Boston, MA at a cost of \$250 each for registration, with statutory mileage reimbursement for one person, as recommended by the Chief School Administrator:

Moved by: Seconded: Action (RC): G Gei Gel M V W H

E. Support Services - Fiscal Management

1. Move to confirm the September 16th – 30th, 2013 payroll in the amount of \$333,320.63.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

2. Move to confirm the October 1st – 15th, 2013 payroll in the amount of \$345,406.10.

V. <u>ACTIONS (Continued)</u>

E. \$	Support	Services -	Fiscal	Management ((Continued)
-------	---------	------------	--------	--------------	-------------

3.	Moved to approve the	September 2013 bills in	the amount of \$523,800.70 as follows:
----	----------------------	-------------------------	--

Subtotal Per Fund					Amo	<u>ount</u>
10 General Curren	\$ 4	431,339	9.70			
12 Capital Outlay		101,46	1.00			
				\$ 5	532,80	0.70
Moved by:					Secor	nded:
Action (RC	Gei	Gel	Μ	V	W	H

4. 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 September 30, 2013, 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 Gel M V W H

5. 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 September 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 overextended 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 Gel M V W H

6. Move to acknowledge receipt of August 31, 2013 Report of the Board Secretary, A-148 and Report of the Treasurer, A-149.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

7. Move to approve transfers for September 2013 (to be distributed).

Moved by: Seconded: Action (RC): G Gei Gel M V 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, November 12, 2013 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.

Moved by: Seconded: Action (v):

V. ACTIONS (Continued)

F. Other (Continued)

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, November 19, 2013 at 7:00 p.m. to discuss personnel and/or legal matters.

isclosed to public

		BE IT FURTHER RESOLVED THAT th at a future date.	e nature of the discussion is exp	ected to be dis				
		Moved by:	Seconded:	Action (v):				
VI.	<u>REPO</u>	<u>RTS</u>						
VII.	<u>PUBLI</u>	BLIC DISCUSSION						
	A.	Move to open the meeting to public discussion.						
		Moved by:	Seconded:	Action (v):				
	B.	Move to close the meeting to public disc	cussion.					
		Moved by:	Seconded:	Action (v):				
VIII	EXECUTIVE SESSION (Continuation as needed)							
	A.	Move to reenter the Executive Session	to discuss personnel and/or lega	l matters.				
		Moved by:	Seconded:	Action (v):				
	B.	Move to close the Executive Session ar	nd reenter the public session.					
		Moved by:	Seconded:	Action (v):				
IX.	<u>ADJOURNMENT</u>							
	A.	Move to adjourn at P.M.						
		Moved by:	Seconded:	Action (v):				

DEMAREST BOARD OF EDUCATION

ADDENDUM TO AGENDA – REGULAR MEETING

October 15, 2013

7:30 P.M.

V.	ACTIONS	(Continued)
ν.	ACTIONS	COHILITIAGA	,

B. Instruction - Pupils/Programs (Continued)

Amend Resolutions No. 5

5. Move to approve Corrine Conti to provide Home Instruction for Student ID# 000202044 at a rate of \$33 per hour, not to exceed 10 hours per week, as recommended by the Chief School Administrator.

Moved by: Seconded: Action (RC): G Gei Gel M V W H

C. Support Services – Staffing (Continued)

Add Resolution No. 4

4 Move to approve the provisional employment of Arlene Cabrera, Step 1, as a Teacher's Assistant at Luther Lee Emerson School for the 2013/2014 school year, not to exceed 25 hours weekly, 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 seg. (revised 6/30/98).

Moved by: Seconded: Action (RC): G Gei Gel M V W H

D. Support Services - Board of Education (Continued)

Add Resolutions No. 12 - 14

12. Move to approve the second and final payment in the amount of \$8,390 to Cifelli & Son General Construction for the County Road and Luther Lee Emerson Schools sidewalk project, as reviewed by LAN Associates and as recommended by the Chief School Administrator.

V. <u>ACTIONS (Continued)</u>

D. Support Services – Board of Education (Continued)

Add Resolutions No. 12 – 14 (Continued)

13. Move to adopt the District and Board Goals for the 2013/2014 school year as follows, as recommended by the Chief School Administrator.

DISTRICT GOALS:

- A. Successfully implement Marshall Educator Evaluation Program in accordance with state mandates.
- B. Improve student achievement through creation of school based assessments (Student Growth Objectives -SGOs).
- C. Implement in-house special education program for visually impaired students.
- D. Investigate and recommend to the board an administrative structure for 2014-2015.

BOARD GOALS:

- A. Review Facility Ad-hoc report and act on recommendations.
- B. Successfully negotiate a new contract agreement with the DEA, support staff and other administrators.
- C. Continue to build trust and engagement with community outreach initiatives that improve regular community communications.
- D. Achieve NJSBA Board Certification status.

Moved by:						Secor	nded:
Action (RC):	G	Gei	Gel	Μ	V	W	Н

14. Move to adopt the following resolution:

WHEREAS, there exists a need for architectural services related to the potential construction project at Luther Lee Emerson School and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

a) That	_ be retained as architectural r	management advisors for the
potential construction project.		-

b) This contract is awarded without competitive bidding as a *Professional Service* under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to provide architectural management services.

Moved by:						Secor	nded:
Action (RC):	G	Gei	Gel	Μ	V	W	Η

V. <u>ACTIONS (Continued)</u>

E. Support Services - Fiscal Management (Continued)

Amend Resolution No. 7

7. Move to confirm the transfers for September 2013 as follows:

From:	Account No.		Amount
11-120-100-101-2-0000-02	Language Arts	\$	12,000
11-120-100-101-1-0000-04	Health & Phys. Ed.		12,972
11-120-100-101-2-0000-05	Mathematics		14,000
11-120-100-101-3-0000-05	Mathematics		32,000
11-120-100-101-2-0000-07	Science		4,000
11-130-100-101-3-0000-07	Science		12,000
11-120-100-101-2-0000-08	Social Studies		5,000
11-120-100-101-2-0000-10	Reading		14,000
11-130-100-101-3-0000-10	Reading		10,000
11-230-100-101-3-0000-21	Basic Skills-LA		12,000
11-000-251-836-0-0000-27	Finance		12,000
11-000-261-104-0-0000-28	Operations		8,000
11-000-230-105-0-0000-26	Executive Admin. S	Services	16,000
11-000-100-566-0-0000-36	Tuition		70,000
		\$	233,972
To	Account No.		<u>Amount</u>
11-120-100-101-2-0000-04	Health & Phys.	\$	12,792
11-213-100-101-3-0000-15	Resource Room		47,642
11-240-100-101-3-0000-17	ESL		700
11-230-100-101-1-0000-22	Basic Skills-Math		30,600
11-230-100-101-2-0000-22	Basic Skills-Math		30,600
11-230-100-101-3-0000-22	Basic Skills-Math		28,000
11-000-100-562-0-0000-36	Tuition		83,638
		\$	233,972