**DEMAREST BOARD OF EDUCATION** 

# **AGENDA – REGULAR MEETING**

March 25, 2014

6:00 P.M.

### I. <u>OPENING</u>

- 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 two newspapers: The Record and The Suburbanite.

- C. Flag Salute.
- D. Roll Call: Geisenheimer, Geller, Kirtane, Molina, Verna, Woods and Holzberg.
- E. Move to accept the minutes of the Regular Meeting from February 25, 2014

Moved by:

Seconded:

Action (v):

- F. Review of correspondence.
- II. <u>BOARD PRESIDENT'S REPORT</u>
- III. <u>SUPERINTENDENT'S REPORT</u>

Presentation by the EI Associates to the Ad Hoc Committee.

### IV. <u>REVIEW OF AGENDA</u>

- 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 public discussion.

Moved by: Seconded: Action (v):

#### V. <u>ACTIONS</u>

#### A. Instruction – Staffing

1. Move to approve the provisional employment of the following substitute teachers for the 2013/2014 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):

Danielle Spina		Jenn	ifer Ro	SS			Donna Kahan
Moved by: Action (RC):	Gei	Gel	к	М	V	Seco W	onded: H

2. Move to approve placement of Tara Kelly, substitute (temporary leave replacement for Grade K-1 Resource Room), on the Teachers' Salary Guide at BA, Step 1, effective March 13, 2014 for the 2013/2014 school year, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	Κ	М	V	W	Н

3. Move to approve the request of Joanne Werner, Grade 8 Science Teacher, for a paid maternity leave of absence from April 14, 2014 through April 30, 2014 and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from June 2, 2014 through June 24, 2014, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	Κ	М	V	W	Н

#### B. Instruction – Pupils/Programs

1. Move to approve the Northern Valley 2014 Track schedule as follows, as recommended by the Chief School Administrator:

Date	Host	Schools	Site
May 12, 2014	Demarest	Demarest, Closter, Haworth, Norwood	NVRHS-Demarest
May 29, 2014	Haworth	Demarest, Northvale, Closter, Haworth	NVRHS-Old Tappan
June 4, 2014	Old Tappan	Demarest, Haworth, Northvale, Harrington Park	Harrington Park
June 10, 2014	NVRHS-	Demarest side Championship Meet	NVRHS-Demarest
	Demarest		

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

#### C. Support Services - Staffing

None

#### D. Support Services – Board of Education

1. Move to approve the field use request of St. Joseph's Enrichment/Soccer League at Luther Lee Emerson School fields on Mondays and Thursdays from 4:00 – 7:00 pm and Demarest Middle School on Saturdays from 1:30 – 3:30 pm, beginning March 31 through June 14, 2014, for a total of 31 sessions, for an agreed upon fee of \$1,240, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	K	М	V	W	Н

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

#### D. <u>Support Services – Board of Education (Continued)</u>

2. Move to approve the building use request of the N.V. Tech Champs to use the Luther Lee Emerson School technology lab on July 7 – 18, 2014, Monday through Friday from 9:00 am – 1:00 pm for an agreed upon fee of \$100 per day, as recommended by the Chief School Administrator.

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

3. Move to approve the professional development plan for the 2014/2015 school year, as recommended by the Chief School Administrator.

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

4. Move to approve the attendance of Frank Chilson, School Business Administrator, at the 52<sup>nd</sup> Annual NJASBO Conference held on June 4-6, 2014 at the Borgata Hotel 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.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	κ	М	V	W	Н

5. Move to approve the attendance of Mary Ellen Portera, lunch employee, at mandatory food service training in Hackensack, NJ at a cost of \$40 for registration and reimbursement of mileage at the statutory rate, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:	
Action (RC):	Gei	Gel	K	М	V	W	Н	

6. Move to approve the attendance of Heather Mourao, School Social Worker, at the Rutgers University 'Violence, Mental Health and Communities' workshop held on April 25, 2014 in New Brunswick, NJ at a cost of \$125 for registration and reimbursement for travel based on state statutes, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:	
Action (RC):	Gei	Gel	κ	М	V	W	Н	

7. Move to approve the attendance of Michelle Terzini-Hollar, School Psychologist, at the Cross Country 'Happiness: How Positive Energy Changes Our Lives' workshop held on April 25, 2014 in Newark, NJ at a cost of \$169 for registration and reimbursement for travel based on state statutes, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	K	М	V	W	Н

8. Move to approve the first reading and adoption of the following revised Policies/Regulations/Bylaws, as recommended by the Chief School Administrator:

Policy 6142.10 – Telecommunications/Technology Policy/Regulation 5113 – Absences and Excuses Policy 6145.10/6145.2 – Intramural Competition/Interscholastic Competition Bylaw 9321 – Time, Place Notification of Meetings

Moved by:						Seco	onded:
Action (RC):	Gei	Gel	Κ	М	V	W	Н

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

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

9. Move to approve the first reading and adoption of the following revised Policies and Regulations to reflect the change in the name of DYFS to DCP&P (Division of Child Protection and Permanency) which is the only revision in the policies, as recommended by the Chief School Administrator:

Policy/Regulation 1410 – Local Units Policy/Regulation 5141.4 – Child Abuse and Neglect Policy 5145.5 – Photographs of Pupils Policy 5145.11 – Questioning and Apprehension

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

10. Move to approve the first reading of the following new Policies/Regulations, as recommended by the Chief School Administrator:

Policy 6000 – School Clearance following Crisis Situation Policy 7438 – Lightning Safety Regulation 6142.10 – Telecommunications/Technology

Moved by:						Seco	nded:
Action (RC):	Gei	Gel	Κ	Μ	V	W	Н

11. Move to authorize El Associates to complete schematic designs for the Luther Lee Emerson School and the Demarest Middle School projects and submit the designs to the New Jersey Department of Education for approval, at a fee not to exceed \$15,000, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	Κ	М	V	W	Н

12. Move to approve Zander Consulting LLC to perform Referendum Communication Services at a cost of \$12,100, as recommended by the Chief School Administrator.

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

13. Move to award the contract for Classroom Upgrades at County Road School to the lowest responsible bidder, TM Brennan of Hamburg, NJ, as a result of the public bid of March 13, 2014, for a total cost of \$373,300 based on the information below (and as on file in the Board of Education office), as reviewed by the district attorney M. Giacobbe and as recommended by EI Associates and the Chief School Administrator.

Contractor	Total Bid	Base Bid	Allowances, 2%
Bismark Construction	467,000	464,000	5,000
Brahma Construction	405,477	398,877	6,600
DiCarolis Associates	587,288	582,288	5,000
Jacobs Construction	493,020	488,020	5,000
Molba Construction	387,450	382,450	5,000
Northeastern Interior Services	404,000	399,000	5,000
Salazar & Associates	604,000	599,000	5,000
Stone Creek Inc.	454,600	449,600	5,000
TM Brennan	373,300	368,300	5,000

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	K	М	V	W	Н

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

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

14. Move to schedule the Public Budget Hearing Meeting on April 29 2014 at 7:00 p.m., followed by the Regular Board of Education meeting, which was previously scheduled for April 22, 2014, as recommended by the Chief School Administrator.

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

#### E. Support Services – Fiscal Management

1. Move to confirm the February  $16^{th} - 28^{th}$ , 2014 payroll in the amount of \$328,639.19.

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

2. Move to confirm the March  $1^{st} - 15^{th}$ , 2014 payroll in the amount of \$330,235.54.

Moved by:						Sec	onded:	•
Action (RC):	Gei	Gel	K	М	V	W	Н	

3. Move to approve the February 2014 bills in the amount of \$984,988.49 as follows:

Subtotal Per Fund		Amount			
10 General Current Fund Ex		\$348,509.86			
12 Capital Outlay		500.00			
20 Special Revenue Funds		131,541.13			
40 Debt Service Funds		504,437.50			
Moved by:	- ·				Seconded:
Action (RC): Gei	Gel	K	М	V	W H

4. Move to approve transfers for February 2014, to be distributed:

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	κ	М	V	W	Н

5. Move to approve the following resolution:

<u>Receipt of Certification from Board Secretary</u> Pursuant to N.J.A.C 6:20-2.13 (d), I, Frank G. Chilson certify that as of February 28, 2014, 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:						Sec	onded:
Action (RC):	Gei	Gel	Κ	М	V	W	Н

6. 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 February 28, 2014, 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:						Sec	onded:
Action (RC):	Gei	Gel	ĸ	М	V	W	Н

#### V. ACTIONS (Continued)

### E. Support Services – Fiscal Management (Continued)

7. Move to acknowledge receipt of the January 31, 2014 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

Moved by: Seconded: Action (RC): Gei Gel K 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, April 8, 2014 at 6:30 p.m. 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:

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, April 29, 2014 at 6:30 p.m. 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. <u>REPORTS</u>

- 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 <u>EXECUTIVE SESSION (if necessary)</u>

A. Move to enter 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:

IX. ADJOURNMENT

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

Moved by:

Action (v):

Action (v):

# **DEMAREST BOARD OF EDUCATION**

## ADDENDUM TO AGENDA – REGULAR MEETING

# March 25, 2014

#### V. ACTIONS (Continued)

#### A. <u>Instruction – Staffing (Continued)</u>

#### Add Resolutions No. 4 and 5

4. Move to approve the provisional employment of Jonathan Weber as a substitute teacher for the 2013/2014 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).

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

5. Move to approve the following resolution regarding an unpaid leave of absence, as recommended by the Chief School Administrator:

**WHEREAS**, the Board and the DEA are parties to a Collective Negotiations Agreement ("Agreement"); and

WHEREAS, that Agreement provides for leaves of absence; and

WHEREAS, a teaching staff member, Employee # 98581697, has exhausted her accrued leave and remains unable to return to work; however, the Board wishes to provide Employee # 98581697 with an unpaid leave of absence.

NOW, THEREFORE, in consideration of the foregoing, the Parties agree as follows:

1. Employee # 98581697 has exhausted her leave entitlement pursuant to contract and any applicable statutes, including, but not limited to the Family and Medical Leave Act. Notwithstanding the foregoing, the Board agrees to grant Employee # 98581697 an unpaid leave of absence until June 30, 2014;

2. During the aforementioned unpaid leave of absence, Employee # 98581697 shall not be entitled to health insurance, unless pursuant to COBRA, for which she shall be responsible for the entire cost;

3. This Agreement shall not be precedent setting nor shall it be used to establish past practice in any proceeding of any kind, formal or informal, between the parties. The terms of this Agreement are limited to the unique facts of this matter and shall not be applicable to any other matter involving the parties or any member of the Association.

#### B. Instruction – Pupils/Programs (Continued)

#### Add Resolution No. 2

2. Move to approve the Eighth (8<sup>th</sup>) Grade Graduation to be held\_\_\_\_\_, June \_\_\_, 2014 at \_:00 p.m., as recommended by the Chief School Administrator.

Moved by:						Sec	conded:	
Action (RC):	Gei	Gel	Κ	М	V	W	Н	

#### V. ACTIONS (Continued)

#### D. Support Services - Board of Education (Continued)

#### Add Resolutions No.15 and 16

15. Move to approve an agreement with Data Network Solutions for T1 Circuit for internet services (connection from CRS to NVRHS)

for a term of 28 months at a monthly rate of \$265.90 through the Middlesex Regional Educational Services Commission (MRESC) co-operative purchasing agreement, as recommended by the Chief School Administrator.

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

16. Move to approve the building use request of Skills Academy of River Vale, NJ at Luther Lee Emerson School gymnasium on Saturdays from 10:30 - 5:30, beginning April 5 through June 28, 2014, for an agreed upon fee of \$125 per hour, as recommended by the Chief School Administrator.

Moved by:						Sec	onded:
Action (RC):	Gei	Gel	K	М	V	W	Н

#### Ε. Support Services – Fiscal Management (Continued)

#### Amend Resolution No.4

4. Move to approve the following transfers for February 2014:

12-000-400-334-0-0000-00

From:	Account No.	\$ <u>Amount</u>
12-000-400-450-2-0000-00	Capital	20,000
То	Account No.	Amount

Capital

\$

20,000

Moved by:						Sec	onded:	
Action (RC):	Gei	Gel	Κ	М	V	W	Н	