

DEMAREST BOARD OF EDUCATION

AGENDA – REGULAR MEETING

May 20, 2014

7:00 P.M.

I. OPENING

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:

Public Budget Hearing Meeting - April 29, 2014.

Regular Meeting - April 29, 2014

Moved by:

Seconded:

Action (v):

F. Review of correspondence.

II. BOARD PRESIDENT'S REPORT

III. SUPERINTENDENT'S REPORT

IV. REVIEW 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 public discussion.

Moved by:

Seconded:

Action (v):

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

3. Move to approve the following resolution in for a technology shared service agreement with Northern Valley Regional High School, as recommended by the Chief School Administrator:

This agreement is made this 1st day of July 2014 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 07627.**

WHEREAS: the boards of education 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 technical services equivalent to five (5) days a week for **Demarest Board of Education**; and.

WHEREAS: Northern Valley will be the primary employer for a network engineer, network specialist, and varying other technology experts; and.

WHEREAS: the **Demarest Board of Education** wishes to take advantage of the staffing opportunities of Northern Valley; and.

WHEREAS: the Northern Valley Business Administrator/Board Secretary will oversee the administration of the Northern Valley technology staff and will designate a technical staff member to provide services five (5) days a week for **Demarest Board of Education**. The designated staff member will be supported by the Northern Valley District's engineer and network specialist; and.

WHEREAS: the Northern Valley Assistant Business Administrator will utilize the technology staff at Northern Valley to interact and gain efficiencies with technology in **Demarest Board of Education**; and

WHEREAS: the **Superintendent of Demarest School District** will evaluate the professional services provided by Northern Valley and recommend to continue services at the end of each school year; and

WHEREAS: each school district will **recommend in April** the continuance of service for July of the subsequent school year; and

NOW THEREFORE, with an intention to be bound Northern Valley and Demarest agree as follows:

1. Services to be performed by Northern Valley:

- a. End user support
- b. Installation of educational and operational software on the appropriate staff and student computers
- c. Support for printers, copiers, fax and other ancillary equipment
- d. Support for the Demarest network
- e. Recommendations for new installations and improvements
- f. Support for network and computer upgrades
- g. Suggested training for staff members
- h. Student information oversight
- i. Video surveillance system
- j. Photocopy management
- k. Telecommunication services

2. **Compensation:** That Northern Valley will be compensated at a rate of \$66,000, for July 1, 2014 to June 30, 2015, for five (5) days per week (40 hours per week) in accordance with the Northern Valley Technical Services Agreement. Ten (10) monthly payments to be made July through April. Annual compensation for July 1, 2015 to June 30, 2016 shall be \$67,320.00; for July 1, 2016 to June 30, 2017 shall be \$68,866.40; for July 1, 2017 to June 30, 2018 shall be \$70,039.73; for July 1, 2018 to June 30, 2019 shall be \$71,440.52.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

10. Move to appoint Philip Nisonoff as Treasurer of School Monies for the 2014/2015 school year.

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

11. Move that facsimile signatures be approved for all school district warrants for the following:

President or Vice President
Board Secretary and
Treasurer of School Monies

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

12. Move that the Treasurer of School Monies facsimile signature be designated to image sealed payroll checks.

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

13. Move to adopt the following resolution:

WHEREAS, Frank G. Chilson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 5:34-5 et seq.; and

WHEREAS, 18A:18A-2 provides that a “Purchasing Agent” for a school district means the Secretary, Business Administrator or the Business Manager of the Board of Education duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education, and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the Purchasing Agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$36,000), may be awarded by the Purchasing Agent without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$5,400) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

NOW THEREFORE, BE IT RESOLVED, that the Demarest Board of Education pursuant to the statutes cited above hereby appoints the Board Secretary/Business Administrator as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Demarest Board of Education,

AND BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is hereby authorized to award contracts on behalf of the Demarest Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$5,400) without soliciting competitive quotations,

AND BE IT FURTHER RESOLVED, that Frank G. Chilson is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when contracts in the aggregate exceed 15% of the bid threshold (currently \$5,400) but less than the bid threshold of \$36,000.

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

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

14. Move to approve Capital One Bank as the official depository bank for the Board of Education's current checking, agency, payroll, lunch, and special accounts for the 2014/2015 school year.

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

15. Move to appoint the Board Secretary/School Business Administrator as the Custodian of Records for the 2014/2015 school year.

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

16. Move to appoint Frank G. Chilson as Board Secretary/School Business Administrator for the Demarest Board of Education for the 2014/2015 school year.

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

17. Move to authorize the Board Secretary/School Business Administrator procurement of goods and services through state agencies (state contracts).

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

18. Move to authorize the Board Secretary/School Business Administrator pay bills between Board Meetings.

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

19. Move to approve Cooperative Agreements with BCSSSD and MRESC for services (transportation, nursing, OT/PT, etc.) or any other Cooperative Purchasing Agreements.

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

20. Move to establish petty cash funds for the 2014/2015 school year in accordance with NJSA: 18A:10-5 as follows:

County Road School-Principal	\$ 200.00
Luther Lee Emerson School-Principal	200.00
Demarest Middle School-Principal	200.00
Business Administrator's Office	200.00
Superintendent's Office	200.00
Total	<u>\$ 1,000.00</u>

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

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

21. Move to appoint Karleen McDermott, RN as Substance Awareness Coordinator for the 2014/2015 school year.

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

22. Move to appoint Christopher Kirkby, Principal Gr. K-4, as Affirmative Action Officer for the 2014/2015 school year.

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

23. Move to appoint Sherri Rinckoff and Danielle DuBois, Guidance Counselors, as 504 Committee Coordinators for the 2013/2014 school year.

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

24. Move to appoint Debra Ginetto of Burton Agency as our Insurance Broker of Record for the 2014/2015 school year.

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

25. Move to approve the Emergency Operations Plan.

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

26. Move to approve the Crisis Intervention Procedures Manual.

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

27. Move to approve the Emergency Management Plan.

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

28. Move to appoint Environmental Remediation & Management Inc. to act as our Designated Person for Asbestos, Hazard Emergency Response Act and Right to Know.

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

29. Move to approve collection and maintenance of Student Records according to 6A:32-7.3.

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

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 EXECUTIVE SESSION (if necessary)

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:

Action (v):

IX. ADJOURNMENT

A. Move to adjourn at _____ P.M.

Moved by:

Seconded:

Action (v):

DEMAREST BOARD OF EDUCATION

ADDENDUM TO AGENDA – REGULAR MEETING

May 20, 2014

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

Amend Resolutions No. 1 and 6

1. Move to award tenure contracts to the following teachers, pending settlement of a Successor Agreement, for the 2014/2015 school year, in accordance with their level and step on the Teachers' Salary Guide, as recommended by the Chief School Administrator.

TEACHER	LEVEL	SEPT 2014- JUNE 2015
Teresa Altman	BA	Step 11
Allison Beckley (.625)	BA	Step 8
Loretta Borghi	MA	Step 13
Suzanne Calegari	MA	Step 9
Isabella Cavalli	MA	Step 16
Lori Cohen	MA	Step 10
Corinne Conti	BA	Step 6
Dana DelCorral	MA	Step 7
Maureen Desmond	MA	Step 17
Bridget DiMartini	MA	Step 9
Sharon Dippolito	MA	Step 12
Shauna DiUbaldo	MA	Step 8
Deborah Duby	MA	Step 17
Jane Ench	MA+60	Step 17
Kristen Erol	MA	Step 14
Allison Feifer	MA+45	Step 10
Melanie Fielder	MA+60	Step 17
Janna Geller	MA+45	Step 16
Anthony Giaconia	MA	Step 12
Walter Gonzales	BA+16	Step 7
Michelle Greenberg	MA	Step 13
Janet Guirguis	BA+16	Step 9
Denise Karrenberg	BA	Step 13
Kristin Konight	BA+16	Step 17
Christina Korines	BA	Step 8
Amanda Kroff	MA	Step 9
Heesun Lew	BA+32	Step 15
Lauren Licameli	MA+16	Step 17
Gina Long	MA+16	Step 17
Osnat Mach	MA	Step 17
Karleen McDermott	MA	Step 13
Amanda Morris	MA+16	Step 7
Chris Nerkizian	MA	Step 8
Dixie Nolan	BA	Step 13
Susan O'Brien	MA+60	Step 17
Cynthia Paspalas	BA	Step 11
Geraldine Petersen	MA+45	Step 17
Jennifer Plunkett	MA	Step 17
Carl Quillen	MA+16	Step 17
Jonathon Regan	MA	Step 10
Ellen Ricciutti	MA+60	Step 17
Jennifer Rilli	MA	Step 11

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

Resolution No.1 Continued

TEACHER	LEVEL	SEPT 2014- JUNE 2015
Leah Rinaldi	MA	Step 10
Sherri Rinckhoff	MA	Step 13
Julie Roessler	MA	Step 10
Adrienne Ross	MA	Step 17
Toby Sorge	MA	Step 9
Kelly Stevens	MA+16	Step 14
Douglas Stokes	MA	Step 11
Sara Stokes	MA	Step 11
Mary Tierney	MA	Step 17
Joanne Werner	MA	Step 11
John Zemba	BA	Step 17
Victoria Zimmerman	BA	Step 17
Stefanie Zitelli	MA	Step 6

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

6. Move to award non-tenure contracts, pending settlement of a Successor Agreement, to the following teachers for the 2014/2015 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 2014- June 2015</u>
Katelyn Bettega *	2	BA	Step 2
Audrena Campagna *	3	MA	Step 7
Christina Cohen *	2.5	BA	Step 2
Danielle DuBois	3	MA	Step 3
Jenni Geer *	2	MA	Step 5
Alexandria Lerner	3	BA	Step 3
Lauren Magnifico	3	MA	Step 7
Heather Mourao *	3	MA	Step 3
Carmelo Sortino *	2	BA	Step 7
Paige Sydoruk *	2	BA	Step 6
Gabriela Torres *	2	BA	Step 3
*Under new Tenure Law			

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

Add Resolutions No. 8 and 9

8. Move to approve the request of Corinne Conti, 6th Grade Social Studies Teacher, for a paid maternity leave of absence from June 2, 2014 through June 24, 2014 and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from September 1 through November 30, 2014, as recommended by the Chief School Administrator.

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

9. Move to accept the notice of resignation from Maria Bachman, Teacher of the Visually Impaired, effective June 30, 2014, as recommended by the Chief School Administrator.

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

