

# DEMAREST BOARD OF EDUCATION

## AGENDA – REGULAR MEETING

January 18, 2011

8:00 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 three newspapers: The Record, The Press Journal and The Suburbanite.

C. Flag Salute.

D. Roll Call: Galtieri, Geisenheimer, Majeski, Molina, Schwartzman, Woods and Holzberg

E. Move to accept the minutes of the:

COW/Regular Meeting – December 21, 2010

*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.

*Moved by:*

*Seconded:*

*Action (v):*

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)

A. Instruction – Staffing

1. Move to adopt the following Resolution:

**Resolution Concerning the attendance of employee L.M.**

**Whereas**, the Board employs L.M. as a Social Worker; and

**Whereas**, L.M. has been absent since on or about September 23<sup>rd</sup>, 2010 through October 29<sup>th</sup>, 2010, utilizing her accrued sick leave and, as of that time, has exhausted her accrued paid sick leave;

**Whereas**, since on or about October 30<sup>th</sup>, 2010, L.M. has been absent without leave; and

**Whereas**, L.M. has indicated that she cannot return to the District until at least March 1<sup>st</sup>, 2011 and

**Whereas**, her continued absence is causing a hardship for the Board related to the continuity of service provided and uncertainty among the staff currently performing L.M.'s duties.

Now, therefore, be it resolved by the Demarest Board of Education that L.M.'s past and continued absence without leave is not approved by this Board.

<i>Moved by:</i>		<i>Seconded:</i>
<i>Action (RC):</i>	G   Gei   Maj   M   S	W   H

2. Move to approve the provisional employment of Helen Bennett a substitute teacher for the 2010/2011 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):

<i>Moved by:</i>		<i>Seconded:</i>
<i>Action (RC):</i>	G   Gei   Maj   M   S	W   H

B. Instruction – Pupils/Programs

1. Move to approve a Tuition Contract with NVRHS for student #230035 effective October 5, 2010 at a prorated cost of \$27,358.04 for an extended TIP Program, as recommended by the Child Study Team.

<i>Moved by:</i>		<i>Seconded:</i>
<i>Action (RC):</i>	G   Gei   Maj   M   S	W   H

2. Move to adopt the 2011/2012 District Student Calendar as recommended by the Chief School Administrator (as distributed).

<i>Moved by:</i>		<i>Seconded:</i>
<i>Action (RC):</i>	G   Gei   Maj   M   S	W   H

C. Support Services – Staffing

None

V. ACTIONS (Continued)

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

1. Move to approve the Annual School Election date of Wednesday, April 27<sup>th</sup>, 2011, 2:00 p.m.–9:00 p.m., as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

2. Move to appoint the Judge of Elections to officially open the annual School Election on Wednesday, April 27<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

3. Move to schedule the annual Reorganization Meeting to be held on Wednesday, May 11, 2011 at 8:00 p.m., as recommended by the Chief School Administrator.

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

4. Move to approve the 1<sup>st</sup> Reading and adoption of the following amended policies, as recommended by the Chief School Administrator.

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*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

**E. Support Services –Fiscal Management**

1. Move to confirm the December 16<sup>th</sup> – 31<sup>st</sup>, 2010 payroll in the amount of \$325,470.49

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

2. Move to confirm the January 1<sup>st</sup> – 15<sup>th</sup>, 2011 payroll in the amount of \$329,457.43

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

3. Move to approve the December 2010 bills in the amount of \$268,338.84

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$268,338.84

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

4. Move to confirm the following transfer for December.

<u>From</u>	<u>Account No.</u>	<u>Amount</u>
11-130-100-110-3-0000-38	Substitutes	\$ 4,000
<u>To</u>	<u>Account No.</u>	<u>Amount</u>
11-110-100-110-1-0000-38	Substitutes	\$ 4,000

*Moved by:*  
*Action (RC):* G Gei Maj M S W H *Seconded:*

V. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

5. Move to adopt the following resolution effective January 1<sup>st</sup>, 2011, as recommended by the Chief School Administrator.

**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):* G Gei H Maj M S W

6. 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 December 31<sup>st</sup>, 2010, 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 Maj M S W H

7. 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 December 31<sup>st</sup>, 2010, 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:* *Seconded:*  
*Action (RC):* G Gei Maj M S W H

V. ACTIONS (Continued)

F. Support Services –Fiscal Management (Continued)

8. Move to acknowledge receipt of November 30<sup>th</sup>, 2010 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

<i>Moved by:</i>					<i>Seconded:</i>		
<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Maj</i>	<i>M</i>	<i>S</i>	<i>W</i>	<i>H</i>

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, February 8<sup>th</sup>, 2011 immediately following the Committee of-the-Whole 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.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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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, February 15<sup>th</sup>, 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.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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VI. REPORTS

VII. PUBLIC DISCUSSION

A. Move to open the meeting to public discussion.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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B. Move to close the meeting to public discussion.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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VIII EXECUTIVE SESSION (IF NEEDED)

A. Move to reenter the Executive Session to discuss personnel/legal matters/negotiations.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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B. Move to close the Executive Session and reenter the public session.

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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IX. ADJOURNMENT

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

<i>Moved by:</i>	<i>Seconded:</i>	<i>Action (v):</i>
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