

DEMAREST BOARD OF EDUCATION

MINUTES - COW/REGULAR MEETING

July 16, 2013

I. OPENING

- A. The meeting was called to order at 7:30 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 two newspapers: The Record and The Suburbanite.
- C. Vice President Woods led the flag salute.
- D. Roll Call: Galtieri, Geisenheimer, Geller, Verna and Woods were present. Molina and Holzberg were absent.
- E. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous voice vote to accept minutes of the Regular Public Meeting from June 18, 2013.
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

There was no board president's report this evening.

III. SUPERINTENDENT'S REPORT

Mr. Fox commented that the Middle School graduation and Luther Lee Emerson Moving Up ceremonies went very well. He commended Chris Kirkby on his HIB (Harassment Intimidation & Bullying) investigations and completing the corresponding state report.

Mr. Kirkby presented the annual report for Electronic Violence & Vandalism (EVVRS) and HIB investigations. He spoke about the HIB Grading Report and how three hundred parents from Demarest Middle School and Luther Lee Emerson School responded to an HIB survey. Mr. Kirkby commented that the district investigated 17 cases in the 2012/2013 school year and 5 were determined to be HIB cases.

IV. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous voice vote to open the meeting to public discussion limited to agenda items.
- C. There was no public discussion this evening.
- D. It was moved by Galtieri, seconded by Verna and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONSA. Instruction – Staffing

1. It was moved by Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the following staff assignments and transfers for the 2013-2014 school year, as recommended by the Chief School Administrator:

<u>Name</u>	<u>School</u>	<u>Current Position</u>	<u>New Position</u>
K. Erol	DMS	8 th Grade Math	7 th Grade Math
S. Lew	DMS	7 th Grade Math	6 th Grade Math
J. Rilli	DMS	6 th Grade Math	5 th Grade Math
A. Ross	DMS	5 th Grade Math	Basic Skills Math K-6
S. Diulbaldo	LLE to DMS	4 th Grade	Grades 5-8 Special Ed.
J. Geer	LLE	3 rd Grade	4 th Grade
J. Straub	LLE	2 nd Grade	3 rd Grade

2. It was moved by Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment of Carmelo Sortino, BA Step 6, as Eighth Grade Math 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).

3. It was moved by Verna, seconded by Galtieri and approved by unanimous roll call vote to approve the provisional employment Katelyn Bettega, BA Step 1, as Second Grade 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).

B. Instruction – Pupils/Programs

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve two (2) contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for Student ID #242089 and Student ID #202003 to receive Level One Services in the amount of \$3,500 (\$1,750 per pupil) for the 2013/2014 school year, as recommended by the Child Study Team.

2. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the following lunch price schedule for the 2013/2014 school year, as recommended by the Chief School Administrator:

Lunch CRS/LLE	\$3.40
Lunch DMS	3.60
Adult Lunch	4.45
Soup/Fruit/Vegetable	.65
Milk/Juice	.65

3. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve an annual contract with Bergen County Special Services School District for the continuation of Hospital Instruction for the 2013/2014 school year, as recommended by the Chief School Administrator.

4. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve participation in the NJ Child Assault Prevention/Bergen County CAP Program for the 2013/2014 school year, as recommended by the Chief School Administrator.

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

5. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to adopt the following revised Curriculums for the 2013/2014 school year, as recommended by the Chief School Administrator:

Library Media Curriculum

ESL Curriculum

6. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve an annual contract with West Bergen Mental Health Care for the student assessments and school clearance letters, in conjunction with Region III, for the 2013/2014 school year, as recommended by the Chief School Administrator.

7. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve a K-8 Summer Special Classes Tuition contract with Northern Valley Regional High School District for 4 students (Student ID #'s 252026, 212003, 202013, 242088) at \$1,012 per student for a total amount of \$4,048 for the period July 1, 2013 through July 31, 2013, as recommended by the Child Study Team.

8. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote to approve the Orton-Gillingham Reading Program with Northern Valley Regional High School District for 6 students (Student ID #'s 242056, 222030, 202034, 212022, 20252 and 182053) at \$550 per student for a total amount of \$3,300 for the period July 1, 2013 through July 31, 2013, as recommended by the Child Study Team.

C. Support Services – Staffing

1. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to acknowledge perfect attendance for the following staff for the 2012/2013 school year, as recommended by the Chief School Administrator:

Altman, Teresa
Appelblatt, Colleen
Braunstein, Jody
Del Corral, Dana
Della Fave, Josephine

Doko, Bashkim
Gianconia, Anthony
Licameli, Lauren
Marsich, Sally
Ross, Adrienne

2. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous roll call vote to award a non-tenure contract to Miriam Koopaethes, Step 4, as Principal's Secretary at Luther Lee Emerson School, according to the Level 2 Secretarial Salary Guide, for the 2013/2014 school year effective September 1, 2013, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Shared Service Agreement with the Borough of Demarest for computer services in conjunction with our Northern Valley Regional High School contract, at an hourly rate of \$60.00 plus parts, as recommended by the Chief School Administrator.

2. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to accept and submit the 2013 Annual Electronic Violence and Vandalism Report to the Division of Student Services, Office of Education Support Services, as recommended by the Chief School Administrator.

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

3. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to accept the School Self-Assessment for Determining HIB Grades under the Anti-Bullying Bill of Rights Acts, as prepared by the district's Anti-Bullying Specialist and School Safety Team and submit it to the Department of Education, as recommended by the Chief School Administrator.

4. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve all board members, the Chief School Administrator and the School Business Administrator to attend the NJSBA/NJASA/NJASBO 2013 Workshop in Atlantic City, NJ on October 22-24, 2013. Cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

5. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to approve Frank Chilson, School Business Administrator, to attend the ASBO International 2013 Conference in Boston, MA on October 25-28, 2013. Cost of registration, travel, lodging and food to be based on state statutes and GSA rates, as recommended by the Chief School Administrator.

6. It was moved by Galtieri, seconded by Geisenheimer and approved by unanimous roll call vote to accept MRESC Lease Purchase Finance recommendation to award the financing contract to US Bancorp at a rate of 1.365% as a result of the July 16, 2013 bid with a total amount financed of \$404,644.02, based on the information below of the three lowest bids (and as on file in the Board of Education office), as recommended by the Chief School Administrator.

Lender	<i>US Bancorp Government Leasing & Finance, Inc.</i>	<i>Global Strategic LLC</i>	<i>Municipal Leasing Consultants</i>
Rate Bid	1.365%	1.443%	1.57%
Additional Fee	None	None	\$250 doc. Fee
Purchase Option Penalty	103% of outstanding principal balance	None	None
Index	.81/1.685 (rate held until 9/11/13)	.84/1.71	.84/65% change in swap rate

E. Support Services –Fiscal Management

1. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to accept notification of the 2012/2013 Extraordinary Aid in the amount of \$293,825 as recommended by the Chief School Administrator.

2. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to confirm June 16th – 30th payroll in the amount of \$357,050.84.

3. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to confirm June 30th supplemental payroll in the amount of \$92,554.44.

4. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to confirm July 1st – 15th payroll in the amount of \$61,614.32.

V. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

5. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the June 2013 bills in the amount of \$1,622,499.71.

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$ 342,478.19
20 Special Revenue Funds	1,264,601.22
30 Capital Project Funds	61,401.00
60 Enterprise Funds	<u>8,210.04</u>
Total	\$ 1,622,499.71

6. It was moved by Verna, seconded by Geisenheimer 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 June 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.

7. It was moved by Verna, seconded by Geisenheimer 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 June 30, 2013, 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.

8. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of the May 31, 2013 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

9. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following budget transfers for June 2013:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-120-100-101-1-0000-10	Reading	3,700
11-000-251-590-0-0000-27	Fiscal Services	20
11-000-219-320-0-0000-31	Child Study Team	<u>8,000</u>
	\$	<u>11,720</u>
<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-251-610-0-6190-27	Fiscal Services	20
11-000-219-104-0-0000-31	Child Study Team	8,000
11-110-100-101-1-0000-40	Kindergarten	<u>3,700</u>
	\$	<u>11,720</u>

V. ACTIONS (Continued)

F. Other

1. It was moved by Geller, seconded by Geisenheimer 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, August 20, 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.

VI. REPORTS

Mr. Chilson informed the board that the district would be removing the dead trees at Luther Lee Emerson School, which were killed by the wood chips and mulch placed there previously.

Mr. Chilson also spoke about installing LED lights at each school, possibly including drop ceilings and fixtures in 9 classrooms at Luther Lee Emerson School. He hopes to present a program to the board for consideration in August or September.

VII. PUBLIC DISCUSSION

A. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous voice vote to open the meeting to public discussion.

There was no public discussion this evening.

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

VIII. EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed this evening.

IX. ADJOURNMENT

A. It was moved by Galtieri, seconded by Woods and approved by unanimous voice vote to adjourn at 8:12 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary