

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

May 21, 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. President Holzberg led the flag salute.
- D. Roll Call: Geisenheimer, Geller, Molina, Woods and Holzberg were present. Galtieri and Verna were absent.
- E. It was moved by Geisenheimer, seconded by Molina and approved by unanimous voice vote to accept the minutes of the Regular Meeting from April 23, 2013
- F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone. She commented this is a very important evening as three teachers will receive tenure and their coworkers are present to welcome them into the Demarest family.

III. SUPERINTENDENT'S REPORT

Mr. Fox discussed the district's plan to enter into a new lease for the 2013/2014 technology equipment and supplies. He explained that the Multiple Intelligences program at Demarest Middle School is applying for a grant from the Bergen County Utilities Authority. He also commented this is an exciting time of year with our concerts, health fairs, NJ Ask testing and three outstanding teachers receiving tenure.

Mr. Kirkby introduced Kelly Stevens and Mary Tierney, who presented The Writing Program from Luther Lee Emerson School. Then Mr. Kirkby spoke about the 5K run, star lab, Carol Roth's visit (author of "Are You My Mother?") and the Mother's Day breakfast. He also noted that the students participated in the Second Grade play and Canine Story time. Finally, he stated the students have completed the NJ Ask testing for the year.

Dr. Codey spoke about the 5K run, the 5th Grade trip to the Duck Pond, the Zumba fundraiser, K.A.R.E Club's activities, the Spring Concert and the Health Fair.

IV. REVIEW OF AGENDA

- A. The board members reviewed the items.
- B. It was moved by Geisenheimer, seconded by Woods 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 Woods, seconded by Geller and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONSA. Instruction – Staffing

1. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to award tenure contracts to the following teachers for the 2013/2014 school year, in accordance with their level and step on the Teachers' Salary Guide, as recommended by the Chief School Administrator.

<u>TEACHER</u>	<u>LEVEL</u>	<u>SEPT 2013- JUNE 2014</u>
Teresa Altman	BA	Step 10
Allison Beckley (.625)	BA	Step 7
Janice Boettner	BA	Step 17
Loretta Borghi	MA	Step 12
Patricia Buonocore	BA+32	Step 17
Suzanne Calegari	MA	Step 8
Isabella Cavalli	MA	Step 15
Lori Cohen	MA	Step 9
Maureen Desmond	MA	Step 16
Bridget DiMartini	MA	Step 8
Sharon Dippolito	MA	Step 11
Shauna DiUbaldo	MA	Step 7
Deborah Duby	MA	Step 17
Jane Ench	MA+60	Step 17
Kristen Erol	MA	Step 13
Allison Feifer	MA+45	Step 9
Melanie Fielder	MA+60	Step 17
Janna Geller	MA+45	Step 15
Anthony Giaconia	BA+32	Step 11
Walter Gonzales	BA+16	Step 6
Michelle Greenberg	MA	Step 12
Janet Guirguis	BA+16	Step 8
Olga Johnson (.5)	BA+16	Step 6
Denise Karrenberg	BA	Step 12
Kristin Konight	BA+16	Step 17
Christina Korines	BA	Step 7
Heesun Lew	BA+32	Step 14
Lauren Licameli	MA+16	Step 17
Gina Long	MA+16	Step 16
Osnat Mach	MA	Step 17
Karleen McDermott	MA	Step 12
Amanda Morris	MA	Step 6
Chris Nerkizian	MA	Step 7
Dixie Nolan	BA	Step 12
Susan O'Brien	MA+60	Step 17
Cynthia Paspalas	BA	Step 10
Geraldine Petersen	MA+45	Step 17
Jennifer Plunkett	MA	Step 17
Carl Quillen	MA+16	Step 16
Jonathon Regan	BA+16	Step 9
Ellen Ricciutti	MA+60	Step 17
Jennifer Rilli	MA	Step 10
Leah Rinaldi	MA	Step 9
Sherri Rinckhoff	MA	Step 12
Julie Roesler	MA	Step 9
Adrienne Ross	MA	Step 17
Amanda Shore	MA	Step 9
Toby Sorge	MA	Step 8
Kelly Stevens	MA+16	Step 13
Douglas Stokes	MA	Step 10
Sara Stokes	MA	Step 10
Mary Tierney	MA	Step 16
Barbara Weingarden	MA+16	Step 10
Joanne Werner	MA	Step 10
Theresa Wiseman	MA	Step 17
John Zemba	BA	Step 17
Victoria Zimmerman	BA	Step 17

V. ACTIONS (Continued)) A. Instruction – Staffing (Continued)

2. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to accept the notice of retirement from Gloria Sims, 3rd Grade Teacher, effective June 30, 2013, as recommended by the Chief School Administrator.

3. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to accept the resignation of Joaquim Casimiro, BA, Step 10, Science Teacher, effective June 30, 2013, as recommended by the Chief School Administrator.

4. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to award a tenure contract to Corrine Conti, BA, Step 5, Social Studies Teacher, for the 2013/2014 school year, as recommended by the Chief School Administrator.

5. It was moved by Molina, seconded by Geisenheimer and approved unanimous roll call vote to award a tenure contract to Dana Del Corral, MA, Step 6, Fourth Grade Teacher, for the 2013/2014 school year, as recommended by the Chief School Administrator.

6. It was moved by Woods, seconded by Geisenheimer and approved unanimous roll call vote to award a tenure contract to Stefanie Zitelli, BA+16, Step 5, Language Arts Teacher, for the 2013/2014 school year, as recommended by the Chief School Administrator.

7. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to award non-tenure contracts to the following teachers for the 2013/2014 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 2013- June 2014</u>
Colleen Appelblatt	3	BA	Step 2
Audrena Campagna *	2	MA	Step 6
Christina Cohen	1.5	BA	Step 1
Danielle DuBois	2	MA	Step 2
Maria Garcia	2	MA+16	Step 6
Alexandria Lerner	2	BA	Step 2
Lauren Magnifico	2	BA	Step 6
Heather Mourao *	2	MA	Step 2
Kimberly Steimke	3	MA	Step 2
Jennifer Straub	3	BA	Step 4
*Under new Tenure Law			

P. Geisenheimer moved to take a momentary break to congratulate the teachers that received tenure at 8:17 p.m., seconded by K. Woods and approved by unanimous voice vote. The meeting reconvened at 8:27 p.m.

B. Instruction – Pupils/Programs

1. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to approve Bollinger Insurance for student insurance for the 2013/2014 school year, as recommended by the Chief School Administrator.

2. It was moved by Geller, seconded by Geisenheimer and approved unanimous roll call vote to accept a donation of professional grade camera equipment from Nancy Winters, for use in the Middle School, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)C. Support Services – Staffing

1. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to accept the notice of retirement from Christine Borello, Middle School Principal's Secretary, effective June 30, 2013, as recommended by the Chief School Administrator.

2. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to accept the notice of retirement from Mary Ann Lucia, Elementary School Principal's Secretary, effective August 31, 2013, as recommended by the Chief School Administrator.

3. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to approve a Memorandum of Agreement with Dr. Emily Codey, Demarest Middle School Assistant Principal, for the 2013/2014 school year, as recommended by the Chief School Administrator.

4. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to approve a Memorandum of Agreement with Dr. Michelle Terzini-Hollar, Supervisor of Child Study Team/School Psychologist, for the 2013/2014 school year, as recommended by the Chief School Administrator.

5. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to approve the following temporary summer custodians, as recommended by the Chief School Administrator:

<u>Name:</u>	<u>Dates:</u>	<u>Rate/Hr.:</u>
Andrew Buck	June 10, 2013 – August 30, 2013	\$10.25
Patrick Daly	June 10, 2013 – August 21, 2013	\$10.25
Michael Leone	May 28, 2013 – August 30, 2013	\$ 9.25
Nicolas Lorras	June 10, 2013 – August 16, 2013	\$ 9.25
Connor Morgan	May 28, 2013 – August 16, 2013	\$ 9.25

6. It was moved by Geisenheimer, seconded by Woods and approved unanimous roll call vote to approve the provisional employment of Rosejean Peter, as a substitute Lunch Aide, Step 1, 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. 8A:6-7 et. seq. (revised 6/30/98).

D. Support Services – Board of Education

1. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to confirm the Demarest PTO/5K Committee request to use the All Purpose Room at Luther Lee Emerson School for a pasta dinner prior to the 5K Race on Saturday, May 18, 2013 from 5:00 – 8:00 p.m., as recommended by the Chief School Administrator.

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

2. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to award Contract No. 25, Air Conditioning Project at Demarest Middle School to Teo Technologies, Inc. as a result of the April 18, 2013 bid, for a total cost of \$211,600, based on the information below of the three lowest bids (and as on file in the Board of Education office), as recommended by LAN Associates and the Chief School Administrator.

Contractor	Teo Technologies, Inc.	ACP Contracting	Direct Digital Control Systems, Inc.
Base Bid	\$157,600	\$179,564	\$182,400
Alternate 1-A/C Computer Room	\$36,600	\$33,700	\$29,850
Alternate 2-A/C Media Center	\$17,400	\$13,300	\$17,500
TOTAL	\$211,600	\$226,564	\$229,750

3. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to award Contract No. 24, Sidewalk Replacement at County Road and Luther Lee Emerson Schools to Cifelli & Son General Construction, Inc. as a result of the May 14, 2013 bid for a total cost of \$86,200, based on the information below of the three lowest bids (and as on file in the Board of Education office), as recommended by LAN Associates and the Chief School Administrator.

Contractor	Cifelli & Son General Construction, Inc.	Diamond Construction	P.A. Contractors, Inc.
Base Bid-Sidewalk Replacement at CRS	\$31,000	\$38,711	\$39,250
Alternate 1-Concrete Replacement	\$10/SF	\$6/SF	\$8/SF
TOTAL CRS	\$32,000	\$39,311	\$40,050
Base Bid-Sidewalk Replacement at LLE	\$13,900	\$16,500	\$26,550
Alternate 1-Concrete Replacement	\$10/SF	\$6/SF	\$8/SF
Alternate 2- Curb, Sidewalk, Storm Grate	\$34,800	\$43,550	\$24,350
Alternate 3- Trench Drain	\$4,500	\$7,100	\$38,711
TOTAL LLE	\$54,200	\$67,750	\$90,411

4. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Classroom Rental Agreement with Northern Valley Regional High School District in the amount of \$30,000 per classroom and \$50,000 for educational services for the 2013/2014 school year, as recommended by the Chief School Administrator.

5. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Technology Shared Services Agreement with Northern Valley Regional High School District at a cost of \$40,500 to provide services three (3) days per week for the 2013/2014 school year, as recommended by the Chief School Administrator.

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

6. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the following resolution:

APPROVAL OF LEGAL DEPOSITORIES – BANK FOR DEPOSITS/WITHDRAWALS

BE IT RESOLVED that the Demarest Board of Education authorizes the Business Administrator to invest school district funds within statutory limitations.

BE IT FURTHER RESOLVED that the Demarest Board of Education approves the district's participation in the Bergen County Banking Consortium (BCBANC) from July 1st, 2013 through June 30th, 2014 and authorizes the School Business Administrator to serve as a trustee.

BE IT FURTHER RESOLVED that the Demarest Board of Education designates Capital One as the bank for deposits and withdrawals for the General Account, Payroll Account, Payroll Agency Account, Unemployment Account, Capital Reserve Account, Student Activities Account, and Athletics Student Activities Account and approves Capital One, from July 1st, 2013 through June 30th, 2014.

BE IT FURTHER RESOLVED that the Demarest Board of Education approves the designated signatures on the above accounts as outlined at the Annual Reorganization Meeting, as recommended by the Chief School Administrator.

7. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to amend the required weekly work hours for part-time employees from 28.5 to 30 hours per week for benefits eligibility, to meet federal guidelines of the Affordable Care Act, as recommended by the Chief School Administrator.

8. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Borough of Demarest request to use the All Purpose Room at County Road School for elections on Tuesdays, June 4 and November 5, 2013 from 5:45 a.m. – 9:00 p.m., as recommended by the Chief School Administrator.

9. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for bond counsel services for 2013/2014 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 Wilentz, Goldman & Spitzer, P.A., be retained as bond counsel advisors for the 2013/2014 school year.

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 practice law.

V. ACTIONS (Continued)

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

10. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for legal services for 2013/2014 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 Cleary Giacobbe Alfieri Jacobs, LLC, be retained as legal counsel for the 2013/2014 school year at a fee not to exceed \$140.00 per hour.

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 practice law.

11. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for special counsel for special education matters for the 2013/2014 school year, 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 Fogarty & Hara, Counselors at Law, be retained as Special Legal Counsel for Special Education matters for the 2013/2014 school year at a fee not to exceed \$165.00 per hour.

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 practice law.

12. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for architectural services for 2013/2014 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 LAN Associates be retained as architectural management advisors for the 2013/2014 school year.

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.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

13. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for professional medical services for the 2013/2014 school year, 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 Michelle deAntonio, M.D., be retained as the School Physician/Medical Inspector for the 2013/2014 school year at a cost of \$3,500.

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 performed by a firm authorized to practice medicine.

14. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Philip Nisonoff as Treasurer of School Monies for the 2013/2014 school year, as recommended by the Chief School Administrator.

15. It was moved by Molina, seconded by Woods and approved unanimous roll call vote that facsimile signatures be approved for all school district warrants for the following, as recommended by the Chief School Administrator:

President or Vice President Board Secretary Treasurer of School Monies

16. It was moved by Molina, seconded by Woods and approved unanimous roll call vote that the Treasurer of School Monies facsimile signature be designated to image sealed payroll checks, as recommended by the Chief School Administrator.

17. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to adopt the following resolution, 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.

V. ACTIONS (Continued)

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

18. It was moved by Molina, seconded by Woods and approved unanimous roll call vote 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 2013/2014 school year, as recommended by the Chief School Administrator.

19. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint the Board Secretary/School Business Administrator as the Custodian of Records for the 2013/2014 school year, as recommended by the Chief School Administrator.

20. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Frank G. Chilson as Board Secretary/School Business Administrator for the Demarest Board of Education for the 2013/2014 school year, as recommended by the Chief School Administrator.

21. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to authorize the Board Secretary/School Business Administrator procurement of goods and services through state agencies (state contracts), as recommended by the Chief School Administrator.

22. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to authorize the Board Secretary/School Business Administrator pay bills between Board Meetings, as recommended by the Chief School Administrator.

23. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve Cooperative Agreements with BCSSSD and MRESC for services (transportation, nursing, OT/PT, etc.) or any other Cooperative Purchasing Agreements, as recommended by the Chief School Administrator.

24. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to establish petty cash funds for the 2013/2014 school year in accordance with NJSA: 18A:10-5 as follows, as recommended by the Chief School Administrator:

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	<u>200.00</u>
Total	\$ 1,000.00

25. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Karleen McDermott, RN as Substance Awareness Coordinator for the 2013/2014 school year, as recommended by the Chief School Administrator.

26. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Christopher Kirkby, Principal Gr. K-4, as Affirmative Action Officer for the 2013/2014 school year, as recommended by the Chief School Administrator.

27. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Sherri Rinckoff and Danielle DuBois, Guidance Counselors, as 504 Committee Coordinators for the 2013/2014 school year, as recommended by the Chief School Administrator.

28. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Debra Ginetto of Burton Agency as our Insurance Broker of Record for the 2013/2014 school year, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

- 29. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Emergency Operations Plan, as recommended by the Chief School Administrator.
- 30. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Crisis Intervention Procedures Manual, as recommended by the Chief School Administrator.
- 31. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the Emergency Management Plan, as recommended by the Chief School Administrator.
- 32. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Environmental Remediation & Management Inc. to act as our Designated Person for Asbestos, Hazard Emergency Response Act and Right to Know, as recommended by the Chief School Administrator.
- 33. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve collection and maintenance of Student Records according to 6A:32-7.3, as recommended by the Chief School Administrator.
- 34. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Robert Armstrong of NVRHS as the PEOSA Officer, as recommended by the Chief School Administrator.
- 35. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Robert Armstrong of NVRHS as Indoor Air Quality Designee, as recommended by the Chief School Administrator.
- 36. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to appoint Robert Armstrong of NVRHS as Integrated Pest Management Coordinator/IPM Designee, as recommended by the Chief School Administrator.
- 37. It was moved by Molina, seconded by Woods and approved unanimous roll call vote to approve the 60 Minute Skills request to utilize the Luther Lee Emerson School gymnasium for basketball on June 26 through June 28, 2013 (Wednesday – Friday) from 9:00 am to 1:00 pm, at a rate of \$1,200, as recommended by the Chief School Administrator.

E. Support Services –Fiscal Management

- 1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the April 16th – 30th, 2013 payroll in the amount of \$325,526.47.
- 2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the May 1st – 15th, 2013 payroll in the amount of \$350,477.95.
- 3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the April 2013 bills in the amount of \$509,145.72, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$478,469.29
12 Capital Outlay Funds	29,400.00
20 Special Revenue Funds	1,276.43

V. ACTIONS (Continued)E. Support Services –Fiscal Management (Continued)

4. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for April 2013:

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-230-331-0-0000-25	Board of Education	4,800
11-110-100-101-1-0000-40	Kindergarten	<u>4,000</u>
		\$ <u>8,800</u>

<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-120-100-101-2-0000-06	Music	1,000
11-000-217-110-0-0000-18	Extraordinary Services	3,000
11-000-230-334-0-0000-25	Board of Education	<u>4,800</u>
		\$ <u>8,800</u>

5. It was moved by Woods, 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 April 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.

6. It was moved by Woods, 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 April 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.

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

F. Other

1. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, June 11, 2013 at 7:00 p.m. to discuss HIB, 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.

2. It was moved by Geller, seconded by Woods and approved by unanimous roll call to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, June 18, 2012 at 7:00 p.m. to discuss HIB, 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

C. Molina informed the board that the Building and Grounds Committee is investigating dead trees at Luther Lee Emerson School, where wood chips were spread last year.

VII. PUBLIC DISCUSSION

A. It was moved by Geller, seconded by Molina and approved by unanimous roll call to open the meeting to public discussion.

There was no public discussion this evening.

B. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call to close the meeting to public discussion.

VIII EXECUTIVE SESSION (IF NEEDED)

There was no additional time needed.

IX. ADJOURNMENT

A. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call to adjourn at 8:40 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary