

DEMAREST BOARD OF EDUCATION

AGENDA – REGULAR MEETING

February 28, 2012

7:30 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, Geller, Majeski, Molina, Woods and Holzberg

E. Move to accept the minutes of the:

Regular Meeting – January 17, 2012

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

A. Instruction – Staffing

1. Move to approve the provisional employment of the following substitute teachers for the 2011/2012 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):

	Christina Cohen				Silvana Tabacchi			
	<i>Moved by:</i>				<i>Seconded:</i>			
	<i>Action (RC):</i>	<i>G</i>	<i>Gei</i>	<i>Gel</i>	<i>Maj</i>	<i>M</i>	<i>W</i>	<i>H</i>

B. Instruction – Pupils/Programs

1. Move to approve Olga Johnson, Part-Time World Language Teacher, to complete field research hours for English as a Second Language certification at Luther Lee Emerson and County Road Schools, between the dates of February 27 and May 11, 2012, as recommended by the Chief School Administrator.

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

C. Support Services – Staffing

1. Move to award contracts to the following secretaries according to their step and level on the Secretarial Salary Schedule for the 2011/2012 school year, as recommended by the Chief School Administrator:

Level I Secretarial Salary Guide:
 Dawn Delasandro (BOE)
 Gina Peter (BOE)

Level II Secretarial Salary Guide:
 Tina Borello (DMS), Step 17
 Mary Ann Lucia (LLE), Step 12
 Sally Marsich (CST), Step 13
 Nancy Niemira (DMS), Step 9
 Cheryl Sullivan (CRS), Step 10

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

2. Move to award contracts to the following custodians according to their step on the Custodial Salary Schedule for the 2011/2012 school year, as recommended by the Chief School Administrator:

<u>Name (12 Month Employees)</u>	
Cazimoski, Resat (Step 3)	Reborio, Santiago (Step 6)
Franco, Kyle (Step 5)	Redzepi, Fitni (Step 1)
Hayes, James (Step 10)	Rosero, Eddie (Step 8)
Mekhesian, Hrant (Step 1)	Vogel, Louis (Step 7)

Name (10 Month Employees)
 Ameti, Dritar (Step 1)
 Bellomo, Jonathan (Step 1)
 Bolt, Michael (Step 12)
 Scandiffio, Gerald (Step 7)

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

3. Move to approve the negotiated contract between Myriam Goldfeld, Executive Secretary, and the Demarest Board of Education for the 2011/2012 through 2013/2014 school years, as recommended by the Chief School Administrator.

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

V. ACTIONS (Continued)

C. Support Services – Staffing (Continued)

4. Move to approve the contract between Frank G. Chilson, School Business Administrator/Board Secretary, and the Demarest Board of Education for the 2011/2012 school year, as approved by the Executive County Superintendent of Schools and as recommended by the Chief School Administrator.

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

D. Support Services – Board of Education

1. Move to approve the attendance of Janet Guirguis, ESL Teacher, at the ‘ELL Statewide Conference on Common Core Standards’ workshop on March 22, 2012 at Kean University in Union, NJ at a cost of \$149 for registration, with statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

2. Move to award Contract No. 18, Boiler Replacement at the Demarest Middle School, to CJ Vanderbeck & Son, Inc., as a result of the February 8, 2011 bid, for the base bid, Alternate B, D and E at a total cost of \$247,545 (as on file in the Board of Education office), as recommended by LAN Associates and the Chief School Administrator.

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

3. Move to approve the Flexible Spending Account (FSA), a Section 125 Cafeteria Plan, administered by USBA Flex, offered to Demarest School District employees, as recommended by the New Jersey School Boards Association and the Chief School Administrator.

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

4. Move to accept the School Bus Emergency evacuation drill report (on file in the Board of Education office), as recommended by the Chief School Administrator.

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

5. Move to approve the Demarest School Nursing Plan for the 2011/2012 school year submitted to the Bergen County Department of Education, as recommended by the Chief School Administrator.

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

6. Move to approve the agreement between Secretaries and the Demarest Board of Education for the 2011-2012, 2012-2013, and 2013-2014 school years, retroactive to July 1, 2011, as recommended by the Chief School Administrator.

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

7. Move to approve the agreement between the Custodians and the Demarest Board of Education for the 2011-2012, 2012-2013, and 2013-2014 school years, retroactive to July 1, 2011, as recommended by the Chief School Administrator.

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

V. ACTIONS (Continued)

E. Support Services –Fiscal Management

1. Move to approve that the Board of Education of Demarest hereby adopts the following preliminary budget for the 2012/2013 school year, and submit to the Executive County Superintendent for approval, as recommended by the Chief School Administrator.

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment: 650

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	\$ 12,615,217	Budgeted Fund Balance	\$ 845,345
Capital Outlay	425,754	Local Tax Levy	11,765,492
Special Revenue Fund	145,300	Misc. Revenue	120,021
Repayment of Debt	627,675	State Aid	310,114
		Debt Service	627,675
		Federal Aid	145,300
Total Expenditures	\$ 13,813,946	Total Revenue	\$ 13,813,946

As per N.J.A.C 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2012/2013 preliminary budget includes a maximum travel appropriation of \$34,325.

The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

2. Move to confirm the January 16th – 31st, 2012 payroll in the amount of \$320,061.41.

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

3. Move to confirm the February 1st – 15th, 2012 payroll in the amount of \$342,521.26.

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

4. Move to approve the January 2012 bills in the amount of \$470,395.53, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$327,912.01
20 Special Revenue Funds	142,483.52

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

Each Board Member does hereby abstain as to his/her own payment for reimbursement of expenses. His/her vote herein shall constitute a vote as to payment of all other bills.

5. 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 January 31, 2012, 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 Gel Maj M W H

V. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

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 January 31, 2012, 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 Gel Maj M W H

7. Move to acknowledge receipt of the December 31, 2011 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

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

8. Move to confirm the following transfers for January 2012:

From:	Account No.	Amount
11-120-100-101-2-0000-02	Language Arts	\$ 20,000
11-130-100-101-3-0000-05	Mathematics	6,000
11-120-100-101-2-0000-07	Science	5,000
11-190-100-340-3-0000-09	Academic Enrichment	8,000
11-190-100-420-0-0000-09	Academic Enrichment	5,000
11-120-100-101-1-0000-10	Reading	5,000
11-120-100-101-2-0000-10	Reading	5,000
11-000-310-110-0-0000-30	Food Services	500
		<u>54,500</u>

To:	Account No.	Amount
11-190-100-610-1-6180-09	Academic Enrichment	\$ 22,000
11-190-100-610-3-6180-09	Academic Enrichment	25,000
11-000-261-104-0-0000-28	Operations	7,000
11-000-310-610-0-6190-30	Food Services	500
		<u>54,500</u>

Moved by: *Seconded:*
Action (RC): G Gei Gel Maj M 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, March 20, 2012 at 7:00 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):*

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, March 27, 2012 at 7:00 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):*

V. ACTIONS (Continued)

F. **Other (Continued)**

3. Move to schedule the Public Budget Hearing at 7:30 p.m. on Tuesday, March 27, 2012, prior to the Regular Public Meeting, as recommended by the Chief School Administrator.

Moved by:

Seconded:

Action (v):

VI. REPORTS

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 NEEDED)

A. Move to reenter the Executive Session(if needed) 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

February 28, 2012

7:30 P.M.

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

Add Resolution No. 2

2. Move to approve Brittany Daidone, BA Step 1, as a long term substitute teacher (maternity leave replacement, M. Greenberg), effective March 8, 2012, as recommended by the Chief School Administrator.

Moved by: _____ Seconded: _____
Action (RC): G Gei Gel Maj M W H

B. Instruction – Pupils/Programs (Continued)

Add Resolution No. 2

2. Move to approve Emma Fortunato, Dominican College student, to complete field research hours on March 2, 2012 with Adrienne Ross, Fifth Grade Teacher, as recommended by the Chief School Administrator.

Moved by: _____ Seconded: _____
Action (RC): G Gei Gel Maj M W H

E. Support Services – Fiscal Management (Continued)

Add Resolution No. 9

9. Move to appropriate the 2010-2011 Extraordinary Aid in the amount of \$181,830 to the 2011-2012 budget as follows:

<u>Account No.:</u>	<u>Description:</u>	<u>Amount:</u>
11-000-262-610-0-6190-28	Operations	\$ 24,400
11-000-100-562-0-0000-36	Tuition	81,430
12-120-100-730-2-0000-00	Capital Outlay	25,000
12-130-100-730-3-0000-00	Capital Outlay	35,000
12-000-262-730-0-0000-00	Capital Outlay	16,000
	Total:	\$181,830

Moved by: _____ Seconded: _____
Action (RC): G Gei Gel Maj M W H

Administrative Offices

568 Piermont Road, Demarest, NJ 07627 - Tel (201) 768-6060 Fax (201) 767-9122