

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

February 28, 2012

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

C. President Holzberg led the flag salute.

D. Roll Call: Galtieri, Geisenheimer, Geller, Majeski and Holzberg were present. Molina and Woods were absent.

E. It was moved by Geisenheimer, seconded by Galtieri and approved by unanimous voice vote to accept the minutes of the Regular Meeting from January 17, 2012.

F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg welcomed everyone.

III. SUPERINTENDENT'S REPORT

Mr. Fox informed the board that they need to amend policy due to the change in election date. He confirmed there will be a budget hearing as originally scheduled. The Budget Brochure will be published on the school website, as Demarest continues with green practices. Mr. Fox introduced Mr. Lombardy and Mr. Sorge, 8th grade Language Arts teacher, who invited students to present their projects called "Funky Elements". The projects were books created by the students based on elements they selected. Mr. Lombardy spoke about the Kare Club who sent goody bags to the Demarest Police, Fire and Ambulatory services for their hard work. Demarest Middle School received a plaque from the National Breast Cancer Foundation for their fundraising efforts.

Mr. Kirkby discussed all the programs and events happening at the elementary schools. County Road and Luther Lee Emerson Schools hosted annual Lunar New Year celebrations and the PTO sponsored programs from the Franklin Institute. Jump Rope for Hearts raised \$7,907 for the American Heart Association. Read Across America Week will be March 5-9, 2012 with the theme of 'environment'. The Principal's Challenge will begin March 6, 2012 and run two mornings a week at Luther Lee Emerson School and commence later at County Road School and Demarest Middle School. International Day will be held on Monday March 19, 2012, with Korea as the country of study. Also, Mr. Kirkby announced that Eunice Chong, student at Luther Lee Emerson School, was recognized at Carnegie Hall for a 1st place piano performance.

IV. REVIEW OF AGENDA

A. Board members review the items.

B. It was moved by Geisenheimer, seconded by Geller 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 Majeski and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONS

A. Instruction – Staffing

1. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote 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

2. It was moved by Geller, seconded by Galtieri and approved by unanimous roll call vote 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.

B. Instruction – Pupils/Programs

1. It was moved by Geisenheimer, seconded by Majeski and approved by unanimous roll call vote 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.

2. It was moved by Geisenheimer, seconded by Majeski and approved by unanimous roll call vote 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.

C. Support Services – Staffing

1. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote 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

2. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote 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:

Name (12 Month Employees)

Cazimoski, Resat (Step 3)	Reborio, Santiago (Step 6)
Franco, Kyle (Step 5)	Redzeqi, Fitri (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)

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

3. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote 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.

4. It was moved by Majeski, seconded by Galtieri and approved by unanimous roll call vote 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.

D. Support Services – Board of Education

1. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote 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.

2. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote to award Contract No. 18, Boiler Replacement at the Demarest Middle School, to CJ Vanderbeck & Son, Inc., as a result of the February 8, 2012 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.

3. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote 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.

4. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote to accept the School Bus Emergency evacuation drill report (on file in the Board of Education office), as recommended by the Chief School Administrator.

5. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote 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.

6. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote to approve the agreement between the 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.

7. It was moved by Galtieri, seconded by Majeski and approved by unanimous roll call vote 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.

V. ACTIONS (Continued)

E. Support Services –Fiscal Management

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve that the Board of Education of Demarest hereby adopt 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 \$	12,615,219	Budgeted Fund Balance\$	845,345
Capital Outlay	425,753	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	 \$ 13,813,947	 Total Revenue	 \$ 13,813,947

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. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the January 16th – 31st, 2012 payroll in the amount of \$320,061.41.

3. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the February 1st – 15th, 2012 payroll in the amount of \$342,521.26.

4. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote 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

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. It was moved by Geller, 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 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.

V. ACTIONS (Continued)

E. Support Services –Fiscal Management (Continued)

6. It was moved by Geller, 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 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.

7. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of the December 31, 2011 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

8. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the following transfers for January 2012:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
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>
<u>To:</u>	<u>Account No.</u>	<u>Amount</u>
11-190-100-610-2-6180-09	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>
		\$ 54,500

9. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote 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:	<u>\$181,830</u>

F. Other

1. It was moved by Geisenheimer, seconded by Galteri 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, 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.

V. ACTIONS (Continued)

F. Other (Continued)

2. It was moved by Geisenheimer, seconded by Galteri 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, 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.

3. It was moved by Geisenheimer, seconded by Galteri and approved by unanimous voice vote 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.

VI. REPORTS

Committee Report – Mrs. Geller reviewed the Finance Committee recommendations for the 2012/2013 school year budget.

VII. PUBLIC DISCUSSION

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

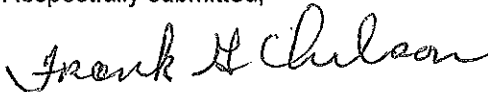
VIII. EXECUTIVE SESSION (IF NEEDED)

There was no need to reenter the executive session.

IX. ADJOURNMENT

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

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary