

DEMAREST BOARD OF EDUCATION

MINUTES – REGULAR MEETING

April 29, 2014

I. OPENING

A. The meeting was called to order at 7:18 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, Kirtane, Molina, Verna, Woods and Holzberg were present.

E. It was moved by Woods, seconded by Geisenheimer and approved by unanimous voice vote to accept the minutes of the Preliminary Budget Adoption/COW Meeting of March 18, 2014 and the Regular Meeting of March 25, 2014.

F. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg complimented the administration and the Finance Committee on preparation of the 2014/2015 budget.

III. SUPERINTENDENT'S REPORT

Mr. Fox commented that there will be PARCC parent updates on April 30th and May 1st. He spoke about the Demarest Middle School garden in the courtyard. He explained the garden is in lieu of the planned greenhouse.

Mr. Kirkby spoke about the Principal's Challenge, County Road School's trip to the Nature Center and the author/illustrator Thomas Yezerski's visit. The first and second grades presented their plays. The school participated in Autism Awareness and Kids Learn to Care Club. The New Jersey ASK testing will take place on May 12-16.

Dr. Codey commented on students collecting food for Meals on Wheels, Arbor Day and Dr. Fowler's visit to the middle school.

Dr. Codey introduced Toby Sorge, 8th Grade Language Arts Teacher, who spoke to the board about his selection as Master Teacher. The Master Teacher Project goal is to build a living, breathing body of knowledge around effective instruction. Only 10% of applicants are accepted into the project. Five teaching lessons will be filmed, edited and uploaded to be shared by teachers on the web. The lessons include interview components, enactments and reflections.

III. SUPERINTENDENT'S REPORT (Continued)*Presentation by EI Associates*

Michael Wozny and Joe Donnelly of EI Associates spoke about our Education Specifications and anticipated costs. They shared a floor plan showing the connection of the new construction to the existing Luther Lee Emerson building. They spoke about room sizes and occupancy thresholds. Discussion indicated that two teacher bathrooms were needed in addition to a janitorial closet and sink. There will not be a kitchen in the new multipurpose room. At Demarest Middle School, the new gymnasium will allow for 277 occupant seating, and changing rooms. The changing rooms will not contain bathrooms. The current cost estimates are as follows:

Luther Lee Emerson School - \$11,700,000 including \$2,400,000 for site work
Demarest Middle School - \$6,034,000

These amounts include a 10% contingency fund and construction management in the amount of \$400,000.

Terry-Ann Zander of Zander Consulting, LLC addressed the board about a revised time line. She will meet with the Public Relations Committee to discuss target groups, a press release and a question-and-answer fact sheet. The administration will arrange an e-mail account for community questions.

IV. REVIEW OF AGENDA

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

V. ACTIONS**A. Instruction – Staffing**

1. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Joanne Werner, 8th Grade Science Teacher, for a paid maternity leave of absence from May 1, 2014 through May 30, 2014 and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from June 2 through June 24, 2014, as recommended by the Chief School Administrator.
2. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to accept the notice of retirement from Pat Buonocore, 3rd Grade Teacher, effective July 1, 2014, as recommended by the Chief School Administrator.
3. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Shauna DiUbaldo, Grade 5-8 Resource Room Teacher, for a paid maternity leave of absence from May 12, 2014 through June 3, 2014 and an unpaid leave of absence (NJFLMA/FMLA and Child Rearing Leave) from June 4, 2014 through June 24, 2014, as recommended by the Chief School Administrator.
4. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the request of Shauna DiUbaldo, Grades 5-8 Resource Room Teacher, for an unpaid leave of absence for the 2014/2015 school year, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

5. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following resolution directing employee No. 98581697 to a psychological examination pursuant to N.J.S.A. 18A:16-2 et seq., as recommended by the Chief School Administrator:

WHEREAS, Employee # 98581697 (the "Employee") has been sent for an examination pursuant to N.J.S.A. 18A:16-2; and

WHEREAS, the results of that examination recommended, among other things, a follow-up examination in May 2014; and

WHEREAS, the District has not received any additional information concerning the employee's fitness for duty since that prior examination; and

WHEREAS, the Superintendent has recommended that the employee undergo a follow-up psychiatric evaluation in accordance with N.J.S.A. 18A:16-2 and with the recommendation of the doctor; and

NOW THEREFORE BE IT RESOLVED that the Board, in accordance with the recommendation of the Superintendent and the results of the prior examination, hereby directs the Employee to undergo a psychiatric evaluation on May 19, 2014 at 10:30 a.m. in accordance with N.J.S.A. 18A:16-2 to evaluate the employee's fitness for duty; and

BE IT FURTHER RESOLVED that District Administration is hereby directed to notify the employee of the Board's adoption of this Resolution and to take necessary actions to ensure that the intent of this Resolution is carried out.

6. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to approve Jonathan Weber, BA Step 1, as a maternity leave replacement for J. Werner effective May 9, 2014 through June 24, 2014, as recommended by the Chief School Administrator.

7. It was moved by Kirtane, seconded by Geisenheimer and approved by unanimous roll call vote to accept the notice of retirement from Janice Boettner, 5th Grade Social Studies Teacher, effective July 1, 2014, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the amended Northern Valley 2014 Track schedule as follows, as recommended by the Chief School Administrator:

Date	Host	Schools	Site
May 12, 2014	Demarest	Demarest, Closter, Haworth, Norwood	NVRHS-Demarest
May 27, 2014	NVRHS-Demarest	Demarest side Championship Meet	NVRHS-Demarest
May 29, 2014	Haworth	Demarest, Northvale, Norwood, Haworth	NVRHS-Old Tappan
June 4, 2014	Harrington Park	Demarest, Haworth, Northvale, Harrington Park	NVRHS-Old Tappan

2. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following District tuition rates for non-resident students for the 2014/2015 school year, as recommended by the Chief School Administrator:

Grade Level	Annual Tuition Rate
Kindergarten	\$15,162
1 st – 5 th	\$15,432
6 th – 8 th	\$19,825

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

3. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following students to participate in senior service for the 2013/2014 school year, as recommended by the Chief School Administrator:

Demarest Middle School

Olivia Cullen
Corey Freeman
Michael Kontolios
Amande Lagowitz
Tomi Peterson

Luther Lee Emerson School

Jennifer Berman
Arielle Lawlor
Kelsey Geisenheimer
Liza Fendell

County Road School

Danielle Im

4. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve Joelle Karlitz, Demarest resident and former Senior Service Member, to volunteer at Luther Lee Emerson School for 10 hours per week during May 2014, as recommended by the Chief School Administrator.

5. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve Jaime Chang, former Demarest student and current student at New York University, to complete 24 hours of student teaching at Demarest Middle School during May 2014, as recommended by the Chief School Administrator.

6. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve a Special Education Tuition contract with the Closter Board of Education for Student ID # 292002 to attend the Preschool Learning/Language Disability Class at Hillside School for the 2013/2014 school year, effective April 28, 2014 at a prorated cost of \$3,257.59, as recommended by the Child Study Team.

C. Support Services – Staffing

1. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment of Teuta Mamo, as a 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).

2. It was moved by Geller, seconded by Geisenheimer and approved by unanimous roll call vote to approve Patrick Daly as a temporary summer custodian effective May 12, 2014 through August 20, 2014, at a rate of \$11.25 per hour, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the amended professional development plan for the 2014/2015 school year, as recommended by the Chief School Administrator.

2. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the building use request of the Demarest PTO to use County Road School gym and bathrooms on Sunday May 18, 2014 from 6:30 am – 12:00 pm for Demarest 5K Race activities, as recommended by the Chief School Administrator.

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

3. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the attendance of Emily Codey, Christopher Kirkby and Michelle Terzini-Hollar, Administrators, at the Summer Administrator Workshop held on July 1-2, 2014 at Norwood Elementary School with the cost of registration at \$127 each, with reimbursement for travel based on state statutes, as recommended by the Chief School Administrator:

4. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the attendance of Diane Holzberg, School Board President, at the NJSBA Delegate Assembly held on May 17, 2014 in West Windsor, NJ with reimbursement for travel based on state statutes, as recommended by the Chief School Administrator.

5. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve Michael Fox, Frank Chilson and Diane Holzberg to attend the NJSBA Bergen County Meeting held on May 6, 2014 in Hackensack, NJ with reimbursement for travel based on state statutes, as recommended by the Chief School Administrator:

6. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the first reading and adoption of the following revised Policies and revised/new Regulations/Bylaws, as recommended by the Chief School Administrator:

Policy 4252 – Vacations/Holidays
Policy 5141.6 – Crisis Intervention
Regulation 5141.6 – Crisis Intervention (New)

7. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the second reading and adoption of the following new Policies/Regulations, as recommended by the Chief School Administrator:

Policy 5141.7 – School Clearance following Crisis Situation
Policy 7438 – Lightning Safety
Regulation 6142.10 – Telecommunications/Technology

8. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the request of Gregory Chilson to perform an unpaid internship in the Board of Education offices from May 2014 through August 2014, as recommended by the Chief School Administrator.

9. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to authorize EI Associates to complete Phase 1B – Site/DEP Permitting submittal to the NJ Department of Education and NJ Department of Environmental Protection, as required, at a total estimated cost of \$50,000, as recommended by the Chief School Administrator.

10. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to appoint Acacia Financial Group, Inc. to serve as Financial Advisors in connection with the district's upcoming school project referendum at a cost not to exceed \$12,500 for Pre-Referendum Services and Sale of Bonds, as recommended by Lisa Gorab, Board Counsel and the Chief School Administrator.

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

11. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve the following resolution in support of Assembly Bill No. 2930/Senate Bill No. 1987, Eliminating the Superintendent Salary Cap, as recommended by the Chief School Administrator.

WHEREAS, in February 2011, the Commissioner of Education adopted regulations imposing a cap on the salaries of chief school administrators based on the enrollment of the district in which the administrator serves; and

WHEREAS, the cap on superintendent salaries is unnecessary since the 2 percent property tax levy cap, the statutory limitation on administrative spending growth, regulations adopted pursuant to the School District Accountability Act, and Executive County Superintendent review of employment contracts protect the public's and taxpayers' interests by providing sufficient controls on superintendent compensation; and

WHEREAS, one of the most important responsibilities of a board of education is the hiring of a highly-qualified chief school administrator, who is critical in implementing the educational goals, vision and direction of the community; and

WHEREAS, the salary cap has a negative impact on the quality, stability and continuity of public education in school districts due to high turnover rates, increased use of interim superintendents, and a decline in the experience level of candidates for superintendent positions; and

WHEREAS, for many educators, becoming a superintendent represents the pinnacle of a lifelong ascent up the career ladder, yet the salary cap – which applies to no other positions – has created a disincentive for school leaders to strive toward that goal, which will have long-term negative consequences on educational quality in this State; and

WHEREAS, Assembly Bill No. 2930, sponsored by Assemblyman Patrick Diegnan and Assemblywoman Mila Jasey, and Senate Bill No. 1987, sponsored by Senator M. Teresa Ruiz would prohibit the Department of Education from regulating the maximum salary a school district may pay its superintendent.

NOW, THEREFORE, BE IT RESOLVED, that the Demarest Board of Education supports and urges the passage of Assembly Bill No. 2930 and Senate Bill No. 1987; and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to each member of the 39th legislative district delegation, Speaker of the General Assembly, the President of the State Senate, the Governor of the State of New Jersey, the New Jersey Commissioner of Education, the Chairs of the Assembly and Senate Education Committees, the New Jersey School Boards Association, the New Jersey Association of School Administrators, the Bergen County Association of School Administrators, and the Garden State Coalition of Schools.

12. It was moved by Geisenheimer, seconded by Geller and approved by unanimous roll call vote to approve Delta-T Group to provide substitute nursing staff when necessary as authorized by New Jersey State Approved Co-op # 65MCECCPS, at an hourly rate of \$41.75 for a Registered Nurse (RN) and \$33.00 for a Licensed Practical Nurse (LPN), as recommended by the Chief School Administrator.

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

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

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF DEMAREST IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED EXPANSION/RENOVATION OF LUTHER LEE EMERSON AND DEMAREST MIDDLE SCHOOL AND THE PROPOSED CLOSING OF COUNTY ROAD SCHOOL

WHEREAS, the Board of Education of the Borough of Demarest in the County of Bergen, New Jersey (the "Board"), in the furtherance of its educational goals and constitutional duties to provide a thorough and efficient education seeks to submit a project to the voters which project consists of the expansion/renovation of the Luther Lee Emerson School and the Demarest Middle School and the associated closing of the County Road School (collectively, the "Project"); and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of the Project;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF DEMAREST IN THE COUNTY OF BERGEN, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby approves the preparation of Schematic Plans and Educational Specifications by EI Associates in connection with the Project and Board further authorizes and directs EI Associates to submit same to the New Jersey Department of Education and to the Bergen County Superintendent of Schools for review and approval. The Board further authorized and directs the submission of the Schematic Plans to the Demarest Planning Board for its review, if required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board hereby approves the Project Application and authorizes EI Associates to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. In accordance with the requirements of Section 6A:26-7.5 of the New Jersey Administrative Code, the Board hereby approves and authorizes that application be made to the New Jersey Department of Education in connection with the proposed closing of County Road School.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent and the Board Secretary, as applicable, to sign the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 6. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, EI Associates and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Projects to the voters via a bond referendum at a Special School District Election to be held at a date to be determined by the Board.

Section 7. This resolution shall take effect immediately.

V. ACTIONS (Continued)

E. Support Services – Fiscal Management

1. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve that the Board of Education of Demarest hereby adopt the following budget for the 2014/2015 school year, 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 Common 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: 707

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	\$ 13,630,248	Budgeted Fund Balance	\$ 1,875,980
Capital Outlay	731,000	Local Tax Levy	12,000,802
Special Revenue Fund	139,300	Misc. Revenue	124,000
Repayment of Debt	644,076	State Aid	324,035
		Federal Aid	139,300
		Debt Service	644,076
		Tuition	36,431
Total Expenditures	\$ 15,144,624	Total Revenue	\$ 15,144,624

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 2014/2015 preliminary budget includes a maximum travel appropriation of \$29,400.

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

2. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the March 16th – 31st, 2014 payroll in the amount of \$358,530.38.

3. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the April 1st - 15th, 2014 payroll in the amount of \$358,846.22.

4. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the March 2014 bills in the amount of \$407,147.74 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
10 General Current Fund Expense Funds	\$406,656.19
12 Capital Outlay	491.55

5. It was moved by Woods, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following transfers for March 2014:

<u>From:</u>	<u>Account No.</u>	<u>Amount</u>
11-000-230-332-0-0000-25	Board of Education	\$ 2,000
11-000-230-334-0-0000-25	Board of Education	7,200
		<u>\$ 9,200</u>
<u>To</u>	<u>Account No.</u>	<u>Amount</u>
11-000-230-339-0-0000-25	Board of Education	\$ 9,200

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

6. 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 March 31, 2014, 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 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 March 31, 2014, 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 Woods, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of the February 28, 2014 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

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, May 13, 2014 at 6:30 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.

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, May 20, 2014 at 6:30 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.

VI. REPORTS

Mr. Fox stated that he needed to schedule a Personnel Committee meeting to discuss staff negotiations and a Curriculum Committee meeting to review the Gifted & Talented, Math and Health curriculum.

VII. PUBLIC DISCUSSION

- A. It was moved by Geller, seconded by Verna 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 Molina, seconded by Geller and approved by unanimous voice vote to close the meeting to public discussion.

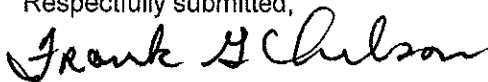
VIII. EXECUTIVE SESSION (if necessary)

There was no additional time needed this evening.

IX. ADJOURNMENT

- A. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to adjourn at 9:40 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary