

# DEMAREST BOARD OF EDUCATION

## AGENDA - REGULAR MEETING

*March 29, 2011*

*Following the Public Budget Hearing*

### 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, Majeski, Molina, Schwartzman, Woods, Holzberg.

E. Move to accept the minutes of the:

Regular Meeting – February 15, 2011

*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. ACTIONSA. Instruction – Staffing

1. Move to approve the request of Joanne Werner for a paid maternity leave of absence from June 1<sup>st</sup>, 2011 through June 30<sup>th</sup>, 2011, and unpaid leave of absence from September 1<sup>st</sup>, 2011 through November 25<sup>th</sup>, 2011 (NJFLA/FMLA), as recommended by the Chief School Administrator.

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

2. Move to approve the request of Kristen Erol for paid maternity leave of absence from June 1<sup>st</sup>, 2011 to June 30<sup>th</sup>, 2011 and unpaid leave of absence from September 1<sup>st</sup>, 2011 through November 25<sup>th</sup>, 2011 (NJFLA/FMLA), as recommended by the Chief School Administrator.

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

3. Move to accept the notice of retirement from Mary Anne Lumley, 3<sup>rd</sup> Grade Teacher, effective June 30<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

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

4. Move to accept the notice of retirement from Nadine Ross, 2<sup>nd</sup> Grade Teacher, effective June 30<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

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

5. Move to appoint the provisional employment of Krista M. Grinkin, as Social Worker at a per diem cost of \$269.46, effective April 25<sup>th</sup>, 2011, for the remainder of the 2010-2011 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):

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

B. Instruction – Pupils/Programs

1. Move to approve employment of Katelyn Bettega, Step 1, as an Instructional Aide for Student ID#000210076, effective April 4<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

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

2. Move to approve the reimbursement of ABA Therapy Services for Student ID #230035 to receive five (5) hours weekly at a rate of \$35/hour and 2 hours per month for coordination at a rate of \$75/hour beginning January 2011, as recommended by the Child Study Team.

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

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

3. Move to approve Natasha Videgain, a student at St. Thomas Aquinas College to Student Teach, effective September 2011 at Demarest Middle School, as recommended by the Chief School Administrator.

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

4. Move to approve the following Demarest Middle School Track Meets for the 2010-2011, school year, as recommended by the Chief School Administrator.

5/25	NVDHS	(Closter, Demarest, Harrington Park, Northvale)
5/31	NVDHS	(Closter, Demarest, Haworth)
6/06	NVOTHS	(Demarest, Norwood, Old Tappan)

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

5. Move to approve the following Out of District tuition rates for the 2011-2012 school year, as recommended by the Chief School Administrator.

Grade	K	\$14,612
Grades	1-5	14,856
Grades	6-8	14,643

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

C. Support Services – Staffing

1. Move to accept the resignation of John Gouvouniotis, (.5), DMS Custodian, effective March 17<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

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

2. Move to accept the resignation of Keith S. Bonnano, (1.), DMS Custodian, effective March 17<sup>th</sup>, 2011, as recommended by the Chief School Administrator.

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

3. Move to appoint Hrant Mekhsian, Step 1, (1.), as Custodian/Bus Driver at DMS, effective April 1<sup>st</sup>, 2011, 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):

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

4. Move to appoint Bretton Lambert, Step 1, (.5), as Custodian at Demarest Middle School, effective April 1<sup>st</sup>, 2011, 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):

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

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

5. Move to appoint Fitni Redzepi, Step 1, (1.), as Custodian at Demarest Middle School, effective April 1<sup>st</sup>, 2011, 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):

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

D. Support Services – Board of Education

1. Move to approve Michael Fox, to attend HIB Prevention, Intervention, Laws & Strategies on June 1<sup>st</sup>, 2011, at no cost, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

2. Move to approve Michael Fox, Christopher Kirkby and Robert Lombardy, to attend "Legal One Priority One", on June 28<sup>th</sup> and June 29<sup>th</sup>, 2011, at a cost of \$230/each plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

3. Move to approve Michelle Terzini-Hollar, School Psychologist, to attend workshop on "Wisdom of Anger", at a cost of \$295, plus statutory mileage reimbursement, on April 2<sup>nd</sup> and April 3<sup>rd</sup>, 2011, as recommended by the Chief School Administrator.

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

4. Move to approve Marianne Bolduc, to attend the Mandatory NJ Food Manager's Certification Program at a cost of \$225, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

5. Move to approve Jonathon Regan to participate at state level of the National Geographic Bee on April 1<sup>st</sup>, 2011 at Rowan University, at no cost, plus statutory mileage reimbursement, as recommended by the Chief School Administrator.

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

6. Move to amend the Demarest Summer Recreation Program use of Luther Lee Emerson Cafeteria/Gym on June 24<sup>th</sup> through August 5<sup>th</sup>, 2011, at 8:30 a.m. - 1:30 p.m., as recommended by the Chief School Administrator.

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

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

7. Move to approve LAN Associates to prepare bid specifications for boiler replacement at Demarest Middle School at a cost \$10,300, with construction administration supervision, not to exceed \$8,000. This contract is awarded without competitive bidding as a "Professional Service" by a firm authorized to perform such services, under the provision of the Public School Contracts Law, as recommended by the Chief School Administrator.

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

8. Move to approve LAN Associates, to prepare bid specifications for partial roof replacement at Demarest Middle School at a cost not to exceed \$11,640, with construction administration supervision, not to exceed \$8,000. This contract is awarded without competitive bidding as a "Professional Service" by a firm authorized to perform such services, under the provision of the Public School Contracts Law, as recommended by the Chief School Administrator.

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

9. Move to authorize the Board Secretary advertise for Public Bids for the Demarest Middle School Boiler Replacement and the Demarest Middle School Partial Roof Replacement as required, as recommended by the Chief School Administrator.

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

10. Move to approve participation in Energy Efficiency and Conservation Block Grant with Demarest Borough, as recommended by the Chief School Administrator.

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

11. Move to approve the 2011/2012 Professional Development Plan and submit to the County Superintendent of Schools, as recommended by the Chief School Administrator.

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

12. Move to accept a donation of 42 inch plasma television for Luther Lee Emerson School from Gad Yahalomi, a parent of students from County Road School and Luther Lee Emerson School, as recommended by the Chief School Administrator.

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

13. Move to accept the following PTO gifts that have been approved from the PTO, as recommended by the Chief School Administrator.

New Stereo system and channel mixer for Luther Lee Emerson School and for portable use  
 New area rug for the entryway at Luther Lee Emerson School  
 New area rug for the entryway at County Road School

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

ACTIONS (Continued)

**E. Support Services – Fiscal Management**

1. Move to approve that the Board of Education of Demarest hereby adopts the following tentative budget for the 2011-2012 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 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: 659

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	\$12,442,484	Budgeted Fund Balance	\$ 1,040,948
Capital Outlay	415,209	Local Tax Levy	11,534,796
Special Revenue Fund	137,216	Misc Revenue	120,021
Repayment of Debt	617,875	Tuition	20,000
		State Aid	123,613
		Debt Service	617,875
		Federal Aid	155,532
<b>Total Expenditures</b>	<b>\$13,612,785</b>	<b>Total Revenue</b>	<b>\$ 13,612,785</b>

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 2011-2012 tentative budget includes a maximum travel appropriation of \$37,350.

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

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

2. Move to confirm the February 16<sup>th</sup> – 28<sup>th</sup>, 2011 payroll in the amount of \$328,930.59.

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

3. Move to confirm the March 1<sup>st</sup> – 15<sup>th</sup>, 2011 payroll in the amount of \$362,628.42.

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

4. Move to approve the February 2011 bills in the amount of \$822,908.67 as follows:

<u>Subtotal Per Fund:</u>	<u>Amount:</u>
10 General Current Expense Funds	\$ 344,644.80
20 Special Revenue Funds	1,831.37
40 Debt Service Funds	<u>476,432.50</u>
<b>Total</b>	<b>\$ 822,908.67</b>

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

VI.

ACTIONS (Continued)

**E. Support Services – Fiscal Management (Continued)**

5. Move to adopt 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 February 28, 2011, 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 Maj M S W H

6. Move to adopt the following resolution:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of February 28, 2011, 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 N.J.A.C 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 Maj M S W H

7. Move to acknowledge receipt of the January 31, 2011 Report of the Board Secretary, A-148, and Report of the Treasurer, A-149.

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

**F. Other**

1. Move to adopt the following resolution:

BE IT RESOLVED, that the Demarest Board of Education will convene in closed session immediately following the Committee of the Whole Meeting/Regular Meeting on April 27, 2011 to discuss negotiations, 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.

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

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

- A. Move to reenter the Executive Session 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):*