

DEMAREST BOARD OF EDUCATION

MINUTES – COW/REGULAR MEETING

December 15, 2014

I. OPENING

A. The meeting was called to order 6:30 p.m. The meeting was held in the Demarest Middle School Cafeteria due to emergency water main repairs at County Road School.

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, Verna, Woods and Holzberg were present. Kirtane was absent.

E. Meeting with Borough of Demarest Mayor and Councilmembers.

President Holzberg welcomed Mayor Cywinski, M. Iannuzzi and J. Rosenthal from the borough to discuss shared services between the two organizations. Both parties discussed services we currently share including snowplowing and garbage pick-up provided by the borough. Mr. Chilson suggested the borough include recycling in the bid for garbage collection. The borough also provides their mechanic to the board for vehicle and lawn equipment repairs and maintenance. The board provides the borough with facilities for elections, summer recreation and DAA use. Mr. Chilson stated that the DAA has currently requested the facilities for 938 hours for the period December through March. Areas of discussion for future shared services included recycling of old televisions, computers and monitors at the DPW complex, possible storage use in the DPW building and utilization of board custodians to clean borough hall, the police station and field houses.

F. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to accept the minutes of the Committee of the Whole Meeting held on November 11, 2014 and the Regular Meeting held on November 18, 2014.

G. There was a review of correspondence.

II. BOARD PRESIDENT'S REPORT

President Holzberg wished everyone a safe and happy holiday season. She thanked P. Geisenheimer for her seven years of service to the board and community. She commented that tonight's agenda includes a resolution for the referendum question and thanked the Public Relations Committee for all their work. She suggested we work to encourage absentee votes from our college students in support of the referendum. She noted we will accept the notice of retirement from Mr. Chilson tonight and expressed that he will be greatly missed.

III. SUPERINTENDENT'S REPORT

Mr. Fox recognized P. Geisenheimer for her service and stated he was very grateful for her guidance. He stated the district is applying for a QSAC Goals Waiver which is now permissible from the Executive County Superintendent for high performing districts. He noted The Chalkboard newsletter was recently mailed and thanked the board for their input. He commented it is tough to accept Mr. Chilson's retirement and that he will be impossible to replace.

Presentation of the CAFR

Mr. Chilson presented a review of the Comprehensive Annual Financial Report (CAFR) and the Auditors' Management Report of Findings, as prepared by Nisivoccia, LLP. There were no recommendations resulting from the audit. Mr. Chilson further reviewed the fiscal condition of the district.

Principals' Report

Dr. Codey presented an overview of recent and upcoming activities at Demarest Middle School. She commented that the Breast Cancer Walk and Carnival raised \$8,400. She discussed other events including Project Peace, Garden Club, NAO Robots, American Education Week, Day in Clay and Gifted and Talented night. She noted the tryouts for Annie the musical have begun. The play will be presented on January 30 and 31, 2015.

Mr. Mazzini commented on the activities at the elementary schools including StarLab at County Road School, American Education Week, Scholastic book fairs and Writing Awards. He remarked the holidays concerts at CRS and LLE were outstanding. He also discussed his visit to Allendale school district to observe their STEM facilities. He informed the board that Kindergarten Roundup will take place on Monday, January 26, 2015.

IV. REVIEW OF AGENDA

- A. Board members reviewed the items.
- B. It was moved by Molina, seconded Woods and approved by unanimous voice vote to open the meeting to public discussion, limited to agenda items.
- C. There was no public discussion.
- D. It was moved by Geisenheimer, seconded by Woods and approved by unanimous voice vote to close the meeting to public discussion.

V. ACTIONSA. Instruction – Staffing

1. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to award tenure contracts to the following teachers for the 2014/2015 school year retroactive to September 1, 2014, 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>TEACHER</u>	<u>LEVEL</u>
Teresa Altman	BA Step 11	Lauren Licameli	MA+16 Step 18
Colleen Appelblatt	BA+16 Step 3	Gina Long	MA+16 Step 17
Allison Beckley (.625)	BA Step 8	Osnat Mach	MA Step 18
Loretta Borghi	MA Step 13	Karleen McDermott	MA Step 13
Suzanne Calegari	MA Step 9	Amanda Morris	MA+16 Step 7
Isabella Cavalli	MA Step 16	Chris Nerkizian	MA Step 8
Lori Cohen	MA Step 10	Dixie Nolan	BA Step 13
Corrine Conti	BA Step 6	Cynthia Paspalas	BA Step 11
Dana DelCorral	MA Step 7	Geraldine Petersen	MA+45 Step 18
Maureen Desmond	MA Step 17	Jennifer Plunkett	MA Step 18
Bridget DiMartini	MA Step 9	Carl Quillen	MA+16 Step 17
Sharon Dippolito	MA Step 12	Ellen Ricciutti	MA+60 Step 18
Shauna DiUbaldo	MA Step 8	Jennifer Rilli	MA Step 11
Deborah Duby	MA Step 18	Sherri Rinckhoff	MA Step 13
Jane Ench	MA+60 Step 18	Adrienne Ross	MA Step 18
Kristen Erol	MA Step 14	Toby Sorge	MA Step 9
Allison Feifer	MA+45 Step 10	Kimberly Steimke	MA+16 Step 3
Melanie Fielder	MA+60 Step 18	Kelly Stevens	MA+16 Step 14
Janna Geller	MA+45 Step 16	Douglas Stokes	MA Step 11
Anthony Giaconia	MA Step 12	Sara Stokes	MA Step 11
Walter Gonzales	BA+16 Step 7	Jennifer Straub	BA Step 5
Michelle Greenberg	MA Step 13	Mary Tierney	MA Step 17
Janet Guirguis	BA+16 Step 9	Joanne Werner	MA Step 11
Denise Karrenberg	BA Step 13	Julie Worgul	MA+16 Step 10
Kristin Konight	BA+16 Step 18	John Zemba	BA Step 18
Christina Korines	BA Step 8	Victoria Zimmerman	BA Step 18
Amanda Kroff	MA Step 9	Stephanie Zitelli	MA Step 6
Heesun Lew	BA+32 Step 15		

V. ACTIONS (Continued)

A. Instruction – Staffing (Continued)

2. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to award non-tenure contracts to the following teachers for the 2014/2015 school year retroactive to September 1, 2014 in accordance with their step and level on the Teachers' Salary Guide (* under new tenure law), as recommended by the Chief School Administrator:

Teacher	Service			Teacher	Service		
	Year	Level	Step		Year	Level	Step
Katelyn Bettega *	2	BA	Step 2	Lauren Magnifico	3	MA	Step 7
Audrena Campagna *	3	MA	Step 7	Heather Mourao *	3	MA	Step 3
Christina Cohen *	2.5	BA	Step 2	Mariluz Ruiz-Norena *	1	BA	Step 1
Danielle DuBois	3	MA	Step 3	Jenni Ryan *	2	MA	Step 5
Wendy Fine (.5) *	1	MA+16	Step 1	Carmelo Sortino *	2	BA	Step 7
Alan Harris *	1	BA	Step 1	Paige Sydoruk *	2	MA	Step 6
Tara Kelly *	1	BA	Step 2	Gabriela Torres *	2	BA	Step 3
Anna Kuzdraj *	1	MA+32	Step 1	Inais Vasquez (.6) *	1	MA	Step 2
Andrew Lefer *	1	BA	Step 2	Julia Verno *	1	BA	Step 2
Alexandria Lerner *	3	BA+16	Step 3	Tiffany Witko (.5) *	1	MA	Step 2
Shannon Liik *	1	BA	Step 1				

3. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the following stipend positions with amended amounts for the 2014/2015 school year, as recommended by the Chief School Administrator:

STIPEND POSITION	TEACHER	AMOUNT
Athletic Programs		\$12,240
Boys Basketball	C. Nerkizian (\$2,040)	
Girls Basketball	C. Cohen (\$2,040)	
Girls Volleyball	C. Cohen (\$2,040)	
Boys/Girls Track	TBD (\$2,040 p.p.)	
Boys/Girls Soccer	A. Harris; C. Nerkizian (\$1,020 p.p.)	
Band	J. Zemba	\$6,120
Beginning Band	J. Zemba	\$ 748
Chorus	A. Beckley	\$2,549
Communications Coordinator	T. Sorge and C. Korines (\$929.50 p.p.)	\$1,859
Dramatics	S. Calegari; J. Worgul (\$929.50 p.p.)	\$1,859
Eighth Grade Advisors	T. Sorge; A. Giaconia (\$929.50 p.p.)	\$1,859
Gifted & Talented	C. Quillen	\$1,859
Lunchroom Coordinator – CRS	D. Duby; L. Licameli (\$3,060 p.p.)	\$6,120
Lunchroom Coordinator – LLE	D. Stokes	\$6,120
Lunchroom Coordinator – DMS	C.Cohen; A.Giaconia; C.Korines (\$6,120 p.p.)	\$18,360
Student Council	S. Zitelli (\$532.50) C. Korines (\$1,597.50)	\$2,130
Teacher-in-Charge – CRS	G. Long	\$6,190
Teacher-in-Charge – LLE	J. Ench	\$6,190
Technology Team Coordinator	S. Calegari; J. Worgul (\$929.50 p.p.)	\$1,859
Website Coordinator	V. Zimmerman	\$2,549
Yearbook	A. Campagna	\$2,387

4. It was moved by Verna, seconded by Geisenheimer and approved by unanimous roll call vote to approve the provisional employment of Kelly Fiedler, BA Step 1 (prorated) as Grade 6 Language Arts Teacher, for the 2014/2015 school year, effective January 5, 2015, as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L.1986, c.116 (revised 6/30/98).

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

1. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve a Regular Year Tuition contract for the TIP Program with Northern Valley Regional High School District for Student ID # 9713718190 in the prorated amount of \$30,921.43 for the 2014/2015 school year, effective November 14, 2014, as recommended by the Child Study Team.
2. It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to accept notification of 2014/2015 NCLB – Title III funds in the amount of \$5,016 and appropriate the funds to the 2014/2015 school year budget, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment of the following substitute teachers for the 2014/2015 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:

Kelly Fiedler

Colleen Allmers

2. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to accept the notice of retirement of Frank G. Chilson, School Business Administrator/Board Secretary, effective May 1, 2015, as recommended by the Chief School Administrator.
3. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve the following Custodial transfers/assignment, effective December 18, 2014, as recommended by the Chief School Administrator:

<u>Custodian</u>	<u>Current Assignment</u>	<u>New Assignment</u>
Santiago Reborio	DMS 3:30 pm – 12:00 am	LLE 3:30 pm – 12:00 am
James Hayes	LLE 3:30 pm – 12:00 am	DMS 3:30 pm – 12:00 am

4. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to approve Louis Vogel, Custodian, to receive a Tenth Year Longevity Stipend in the amount of \$1,000 prorated, effective January 1, 2015, for the 2014/2015 school year, as recommended by the Chief School Administrator.
5. It was moved by Geisenheimer, seconded by Woods and approved by unanimous roll call vote to rescind the following resolution, approved on November 18, 2014, as the individual will be employed by Northvale School District, as recommended by the Chief School Administrator:

It was moved by Geller, seconded by Woods and approved by unanimous roll call vote to approve the provisional employment of Maria Borges, Step 1, as an Instructional Aide for Student # 2529758090 (Local ID 202077) attending Northvale School for the 2014/2015 school year effective October 24, 2014 for the hours of 8:30 am to 11:48 am, based on the student's Individual Education Plan (IEP), as recommended by the Chief School Administrator. Regular employment status would become effective upon candidate's compliance with P.L. 1986, c.116 (revised 6/30/98).

D. Support Services – Board of Education

1. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote, with Holzberg abstaining, to approve Diane Holzberg, Board President, to attend the NSBA Advocacy Institute Conference on February 1-3, 2015 in Washington, D.C. with reimbursement for registration, lodging, meals and travel at the statutory rates as per board policy, as recommended by the Chief School Administrator.

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

2. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to schedule the 2015 Annual Reorganization Meeting on Tuesday, January 6, 2015 at 5:30 p.m., as recommended by the Chief School Administrator.
3. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to appoint the Board Secretary as temporary chairman of the Annual Reorganization Meeting on January 6, 2015, as recommended by the Chief School Administrator.
4. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve Gregory Chilson to continue an unpaid internship in the board office from January 1, 2015 through April 30, 2015, as recommended by the Chief School Administrator.
5. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve the contract between the Demarest Education Association and the Demarest Board of Education for the 2014-2015, 2015-2016, and 2016-2017 school years, retroactive to September 1, 2014, as recommended by the Chief School Administrator.
6. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve the following resolution, as recommended by the Chief School Administrator:

BUILDINGS AND GROUNDS SHARED SERVICES AGREEMENT

This agreement is made this 15th day of December, 2014 between Cresskill School District with its principal offices located at 1 Lincoln Drive, Cresskill, New Jersey (Cresskill) and the Demarest Board of Education with its principal offices located at 568 Piermont Road, Demarest, NJ (Demarest).

WHEREAS the school districts realize that efficiencies can be gained by a shared services agreement pursuant to N.J.S.A. 40A:65-1 et seq. in which Cresskill would provide Buildings and Grounds services.

WHEREAS Demarest wishes to take advantage of the staffing opportunities of Cresskill.

WHEREAS the Cresskill School Business Administrator oversees the administration of Cresskill Buildings and Grounds.

WHEREAS Cresskill employs a certified Supervisor of Buildings and Grounds and varying other Buildings and Grounds experts. The Supervisor of Buildings and Grounds is responsible for the day-to-day operations at the Cresskill schools.

WHEREAS this Agreement provides for the Supervisor of Buildings and Grounds coordinating and scheduling Cresskill maintenance personnel on a part-time basis to complete maintenance projects and repairs for the Demarest Elementary District.

WHEREAS the Cresskill Business Administrator will utilize the Buildings and Grounds staff at Cresskill to interact and gain efficiencies with Buildings and Grounds in Demarest.

WHEREAS the Cresskill certified Supervisor of Buildings and Grounds will meet regularly with the district Business Administrator and building Principals to establish routine maintenance and recommend building cleaning solutions.

WHEREAS the Superintendent of Demarest will evaluate the professional services provided by Cresskill and recommend continuing services at the end of each school year to the Demarest Board of Education

WHEREAS each school district will recommend in May the continuance of service for July of the subsequent school year

WHEREAS the Cresskill Buildings and Grounds Services Department will provide the following:

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)**Resolution D-6 Continued**1. Services to be Performed:

It shall be the responsibility of the Supervisor of Buildings and Grounds to perform the duties in the following areas in cooperation and coordination with the Demarest Elementary Superintendent, Business Administrator and Principals. The Supervisor of Buildings and Grounds will coordinate in the following:

- a. Establishing and administering schedules and procedures for the regular, ongoing custodial and maintenance care of the school buildings and grounds.
- b. Recruiting, screening and recommending applicants for hiring.
- c. Assist in selecting the custodial and/or maintenance supplies and equipment to be purchased and maintain an appropriate inventory.
- d. Examine school buildings on a regular basis for needed repairs and maintenance.
- e. Develop a process to deal with and oversee emergency repairs.
- f. Consult with the building principals regarding the establishment of regular preventive maintenance programs and custodial work.
- g. Advise on the hiring of contractors to perform certain maintenance or repair services.
- h. Assist with the evaluation of the custodial and maintenance staff performance.
- i. Based on Demarest Elementary School needs, the Supervisor of Buildings and Grounds will schedule skilled personnel from Cresskill School District to complete maintenance and repair projects.
- j. Assist the Business Administrator in the following compliance areas: IPM, RTK, Asbestos, PEOSHA and Indoor Air Quality.
- k. All such services and decisions will be coordinated with the district Business Administrator.

2. That Cresskill will be compensated at a rate of \$12,000 for Cresskill Buildings and Grounds Services to be paid in six equal monthly installments, with the understanding that any staff used by Cresskill to handle its duties under this Agreement are the sole responsibility and liability of Cresskill and under no circumstances will such Cresskill staff be considered employees of Demarest and that Cresskill will be responsible for any insurance coverage for any services of the Supervisor of Buildings and Grounds and any part time staff provided by Cresskill under this Agreement. In exchange for this compensation, Cresskill and its staff will spend whatever time is necessary to handle and complete all the duties described in Section 1.

3. In the event that Demarest is not satisfied that Cresskill is fulfilling any of its duties, Demarest Business Administrator will notify Cresskill in writing. The Cresskill Supervisor of Building and Grounds will have five (5) days to correct the matter. If the matter is not corrected to Demarest's satisfaction within those 5 days, Demarest may, at its option, at any time, terminate the Agreement on 30 days written notice to Cresskill.

4. Duration: This Agreement shall commence on January 1, 2015 and end on June 30, 2015. If either party does not wish to renew the Professional Services Agreement, it must notify the other party and the School Business Administrator in writing by May 15th before the expiration of the Agreement.

5. Entire Agreement: This Agreement and the employment agreement for the Buildings and Grounds Services set forth the entire understanding of the parties hereto with respect to its subject matter. The Agreement shall not be modified, in whole, or in part, except by writing signed by each of the parties hereto.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

Resolution D-6 Continued

- 6. Governing Law: This Agreement shall, in all respects, be governed by and construed under the laws of the State of New Jersey.
- 7. Severability: If any term or condition of this Agreement, or any application of this Agreement shall be determined to be contrary to the laws of the State of New Jersey or the United States, such terms or condition or application shall not be deemed to be valid except to the extent permitted by law, but all other terms and conditions and applications shall continue in full force and effect.
- 8. Public Inspection: Each party shall maintain a copy of this Agreement on file at its offices, which shall be open to the public for inspection.
- 9. Notices: All notices and other communications hereunder shall be in writing and shall be deemed to have been given when delivered or three (3) days after mailed by First-Class Registered or Certified Mail, postage prepaid addressed to:

To Cresskill:
 Cresskill Board of Education
 1 Lincoln Drive
 Cresskill, NJ 07626

To Demarest:
 Demarest Board of Education
 568 Piermont Road
 Demarest, NJ 07627

10. This Agreement has been approved by resolution of each district at a duly convened meeting by a recorded roll call majority vote of the membership of each board. The respective board presidents are authorized to execute this Agreement on behalf of their Board of Education.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and date first above written.

End of Resolution D-6

7. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to authorize notification to the Executive County Superintendent and the New Jersey department of Education for a waiver, as required, that the Demarest School District will not participate in the Special Education Medicaid Initiative/Medicaid Administrative Claiming Program (SEMI), as we have no Special Education/Classified students receiving Free or Reduced Lunches, as recommended by the Chief School Administrator.

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

BE IT RESOLVED, upon recommendation of the Chief School Administrator, Demarest Public School will request a QSAC monitoring waiver by way of Equivalency Application to the State of New Jersey as a result of being designated as a high performing district based on previously submitted State of Assurance of five indicators.

9. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to approve Michael Fox, Superintendent, and Frank Chilson, School Business Administrator, to attend the 2015 Techspo Conference in Atlantic City, New Jersey at a cost of \$395 for registration on January 29 – 30, 2015 with reimbursement for registration, lodging, meals and travel at the statutory rates as per board policy, as recommended by the Chief School Administrator.

V. ACTIONS (Continued)

D. Support Services – Board of Education (Continued)

10. It was moved by Woods, seconded by Geller and approved by unanimous roll call vote to acknowledge the service of Pamela Geisenheimer, as recommended by the Chief School Administrator:

WHEREAS, Pamela Geisenheimer dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW THEREFORE, BE IT RESOLVED, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Pamela Geisenheimer in recognition of her seven (7) years of dedicated service as a member of the Demarest Board of Education.

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

6142.4 Policy	Physical Education and Health
6145.1-6145.2 Policy	Intramural competition; Interscholastic competition
6145.1-6145.2 Regulation	Intramural competition/Interscholastic competition
6145.1-6145.2 Exhibit	Intramural competition; interscholastic comp exhibit (form)
6147.1 Policy	Evaluation of individual student performance
4115 Policy	Supervision

12. It was moved by Woods, 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 PROVIDING FOR THE SUBMISSION OF A SPECIAL BALLOT QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON TUESDAY, JANUARY 27, 2015.

WHEREAS, The Board of Education (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) of the Borough of Demarest in the County of Bergen, New Jersey (the "State") desires to undertake a capital project consisting of the expansion of Luther Lee Emerson School and Demarest Middle School and the renovation of County Road School (collectively, the "Project");

WHEREAS, to accomplish the Project, the Board seeks to authorize the submission of a ballot question and an explanatory question at a special School District election to be held on Tuesday, January 27, 2015 (the "Election") and to authorize certain actions required to be taken in connection with the conduct of the Election and the undertaking 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 (not less than a majority of the full membership of the Board concurring) as follows:

1. The following Explanatory Statement and Proposal (the "Proposal") shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, January 27, 2015, commencing at 2:00 p.m. in the School District. The polls shall remain open until 9:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot.

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)**Resolution D-12 Continued****EXPLANATORY STATEMENT**The Project

As set forth in the Proposal below, the Board is seeking authorization to undertake the following facilities improvements:

- The construction of an addition to and the renovation of Luther Lee Emerson Elementary School to provide for additional classrooms and educational space;
- The construction of an addition to Demarest Middle School to provide for a new gymnasium and related support facilities; and
- The renovation and upgrade of County Road Elementary School to provide for window replacement; various HVAC upgrades including boiler replacement and upgraded system controls; building envelope improvements; fire safety system upgrades; ADA door improvements; various interior upgrades; lighting replacement/ upgrades and site improvements.

The total cost of the Project is \$9,649,732. The Board is proposing to bond the project over a 20-year period. In addition, the State will provide debt service aid on a \$1,135,972 portion of bonds issued for the Project.

State Funding for the Project

The State has awarded debt service aid in the amount of 40% on the cost of the County Road Elementary School (\$1,135,972). Such State funding will only be available if the referendum passes.

PROPOSAL

The Board of Education of the Borough of Demarest in the County of Bergen, New Jersey is authorized to undertake a school facilities project consisting of (A) the construction of an addition to and the renovation of Luther Lee Emerson Elementary School to provide for additional classrooms and educational space; (B) the construction of an addition to Demarest Middle School to provide for a new gymnasium and related support facilities and (C) the renovation and upgrade of County Road Elementary School to provide for window replacement; various HVAC upgrades including boiler replacement and upgraded system controls; building envelope improvements; fire safety system upgrades; ADA door improvements; various interior upgrades; lighting replacement/ upgrades and site improvements.

The Board is authorized to expend on such project an amount not to exceed \$9,649,732 which expenditure shall be funded with bonds of the School District in the amount not to exceed \$9,649,732. In addition, the State has agreed to provide debt service aid on a \$1,135,972 portion of the bonds in the amount of 40%. The projects to be undertaken at Luther Lee Emerson Elementary School and Demarest Middle School with an aggregate cost of \$8,513,760 are not eligible for State support. The total eligible costs of the project are \$1,135,972. The local shares of each of the projects may be transferred among projects.

2. The Board hereby approves and adopts the Proposal and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.

3. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to comply with applicable provisions of the Education Law and Election Law, to the Executive Bergen County Superintendent of Schools, Bergen County Clerk, Bergen County Board of Elections, and to the Clerk of the Borough of Demarest, and to request such persons to undertake their respective functions under the Education Law and the Election Law, as applicable, in connection with the Election. The Business Administrator/Board Secretary is hereby authorized to amend the Proposal and the Explanatory Statement to conform same to statutory requirements.

V. ACTIONS (Continued)D. Support Services – Board of Education (Continued)**Resolution D-12 Continued**

4. The Board hereby acknowledges and confirms that, in accordance with the requirements of Sections 24-16 and 24-17 of the Education Law, a Supplemental Debt statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough of Demarest, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the Clerk of the Borough of Demarest, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution. The Board hereby directs the Business Administrator/Board Secretary to cause such Supplemental Debt Statement to be filed in the office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs prior to the date of the Election.

5. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel and the Architect for the Project, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election, including preparation and submission of all required applications for receipt of the debt service aid.

6. This resolution shall take effect immediately.

End of Resolution D-12E. Support Services –Fiscal Management

1. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to accept the 2013-2014 Comprehensive Annual Finance Report (CAFR) and the Auditors Management Report on Administrative Findings as prepared by Nisivoccia, LLP, as recommended by the Chief School Administrator.

2. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the November 16 – 30, 2014 payroll in the amount of \$328,566.82

3. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to confirm the December 1 – 15, 2014 payroll in the amount of \$360,092.34

4. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to approve the November 2014 bills in the amount of \$432,017.94

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Fund Expense Funds	\$ 408,961.91
12 Capital Outlay	23,056.00

Each board member does hereby abstain as to his/her own payment for reimbursement of travel expenses related to conference attendance. Each member's vote herein shall constitute a vote as to payment of all other bills.

5. It was moved by Molina, 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 November 30, 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.

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

6. It was moved by Molina, 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 November 30, 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.

7. It was moved by Molina, seconded by Geisenheimer and approved by unanimous roll call vote to acknowledge receipt of October 31, 2014 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

F. Other

1. It was moved by Verna, seconded by Molina 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, January 6, 2015 following the Annual Reorganization Meeting, if necessary, to discuss 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 Geisenheimer, seconded by Woods 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, January 20 at 6:30 p.m. to discuss 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

Mr. Molina presented a Buildings and Grounds report involving Police Chief Powderly and Fire Chief Motta to discuss the traffic conditions and safety at Luther Lee Emerson School. Powderly and Motta both recommend a driveway exiting the property and connecting to Belmar Street. Mr. Molina explained the options that were discussed including utilization of Prescott and Stewart Street, and noted that the police and fire believe those were not the best option. A side wall along the driveway will need to be constructed and further discussion is needed to determine if the sidewalk should end at Belmar Street or extend to Drury Lane. There are currently no sidewalks on Belmar or Drury.

The committee also recommended a shared service agreement with Cresskill Board of Education for Building & Grounds Supervision.

VII. PUBLIC DISCUSSION

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

There was no public discussion.

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

VIII EXECUTIVE SESSION (AS NEEDED)

There was no additional time needed.

IX. ADJOURNMENT

- A. It was moved by Geisenheimer, seconded by Molina and approved by unanimous voice vote to adjourn at 8:16 p.m.

Respectfully submitted,



Frank G. Chilson
School Business Administrator/Board Secretary