

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
February 11, 2025
6:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:00 pm.
- B. Present: Brillhart, Cantatore, Choi, Fein, Governale, Holzberg.
Absent: Lee
Also present: Mr. Fox/ Superintendent and Ms. Kelly Business Administrator/ Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into executive session for the following reasons:
 - 1. Legal matter
 - 2. Personnel
 - 3. Residency
- B. It was moved by Choi seconded by Governale and approved by unanimous voice vote of those present to approve the following resolution to enter the executive session:

WHEREAS, in order to protect the personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed;

WHEREAS, the length of the closed executive session is estimated to be thirty minutes, after which the Regular Public Meeting will reconvene and proceed with business where formal action may or may not be taken;

NOW THEREFORE BE IT RESOLVED, that consistent with the provision of N.J.S.A. 10:4-12(b), the Board of Education will now adjourn to executive session to discuss items stated above; and

BE IT FURTHER RESOLVED, that the Board hereby declares that its discussion of the aforementioned subjects will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

- C. It was moved by Cantatore, seconded by Choi and approved by unanimous voice vote of those present to convene executive session at 6:35 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore, seconded by Choi to reopen the Regular Meeting to the public at 6:35 P.M.

- B. President Holzberg read the following announcement:
The New Jersey Open Public Meetings Law was enacted to ensure 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.

IV. FLAG SALUTE

- A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Brillhart, Cantatore, Choi, Fein, Governale, Holzberg.

Absent: Lee

Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary

VI. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Brillhart, seconded by Governale and approved by unanimous voice vote of those present to approve:

- January 21, 2025 COW and Regular Meeting Minutes
- January 21, 2025 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

None at this time.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox reviewed the status of district goals:

1. DMS gym addition - we are about 60% complete. Ductwork is going inside. Brickwork has begun, Wand indows should be in by the end of the month. Created by the board within the budget - project cost.
2. Year two of RULER review will be presented by Ms. Stevens.

X. COMMITTEE REPORTS

The Budget and Finance Committee reported on the first draft of the 2025/2026 school budget.

XI. OTHER REPORTS AND PRESENTATIONS

- A. Kelly Stevens, Supervisor of Curriculum, Instruction, and Assessment spoke about the RULER program: the first two phases of the implementation of the Ruler SEL program have been completed. The first year was dedicated to staff training on the program. In the current school year, the program is being implemented with students at all three schools. Topics covered in the program include identifying and labeling emotions,

checking in with the mood meter, and how to express emotions in different settings. The next school year will involve implementation with family and community.

B. Kathleen Helewa of Kathleen Helewa Educational Consultants, reviewed her proposal for superintendent search.

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

There was no motion for public comment being no one from the public was present.

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teacher(s) for the remainder of the 2024/2025 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. 1986, c. 116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7.

Angelica Sequi
William Lane
Andie Zaikov

2. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to modify January 21, 2025 resolution A.4. approving the request of Staff ID # 10312754 for paid sick leave from February 7, 2025, through March 21, 2025, unpaid FMLA from March 24, 2025, through June 20, 2025, returning to work on the first day of the 2025/2026 school year, as recommended by the Chief School Administrator.
3. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to modify December 17, 2024 resolution A.7. approving the request of Staff ID No.:10312746 for paid holiday, personal, vacation and sick leave from January 9, 2025 through March 14, 2025, unpaid FMLA and NJFLA from March 17, 2025 through June 6, 2025, returning to work on June 9, 2025 as recommended by the Chief School Administrator.
4. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the following stipend for FMLA coverage for staff ID# 10312746, through June 6, 2025, as recommended by the Chief School Administrator:

STIPEND	TOTAL AMOUNT	NAME
Director of Special Education coverage	\$10,000.00	Kelly Stevens

5. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the request of Staff ID #10312752 for paid sick leave from April 7, 2025 through June 20, 2025 and unpaid FMLA from September 1, 2025 through November 21, 2025 and extended non paid leave from November 22, 2025 through January 30, 2026, returning to work on February 2, 2026 as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following field trip(s), as recommended by the Chief School Administrator:

Location	Month/Year	Grade/Group
Abmas Farm Wyckoff	April 2025	LLE ERI/LLD programs
The Valley Program Norwood	March 2025	LLE ERI/LLD programs
Middlesex College Edison	March 2025	Science & Engineering Team
Museum of Math NYC	April 2025	DMS Math Team

C. Support Services – Staffing

D. Support Services – Board of Education

1. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following request for facilities use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Event	Date(s) and time	Location
PTO International Heritage Day	3/7/25 4:15 PM - 9:45 PM 3/8/25 9:00 AM - 3:00 PM	LLE gymnasium and APR
PTO Me & My Dance CRS	3/25/25 3:15 PM - 7:45 PM	LLE gymnasium and APR
PTO Me & My Dance LLE	4/1/25 3:15PM - 7:45PM	LLE gymnasium and APR

2. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve authorization to submit to the Executive County Superintendent of Schools and the New Jersey Department of Education a waiver request from participation, per NJAC 6A:23A5.3, in the Special Education Medicaid Initiative Program (SEMI) for the 2025/2026 budget year. The Demarest Board of Education applies for this waiver due to the fact that it does not project to meet the required minimum of Medicaid eligible classified students, as recommended by the Chief School Administrator.
3. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge that the board accepts the results of the following HIB case numbers as discussed at their January 21, 2025 meeting, as recommended by the Chief School Administrator:

2425-27
2425-28
2425-29
2425-30
2425-31

4. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve contract with Best of You Therapy for School Psychologist services, three days a week, from February 24, 2025 to June 20, 2025 at a rate of \$90.00, as recommended by the Chief School Administrator.
5. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:
 BE IT RESOLVED by the Demarest Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement (hereinafter referred to as "Agreement") between the Board and the Parents of a student whose name is on file in the The Superintendent's office is hereby adopted and approved by the Board. The Board President and the Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate the Agreement.
6. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Kathleen Helewa, Educational Constultants, to perform the superintendent search, at a rate not to exceed \$12,500.00, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

1. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the January 2025 payrolls as follows, as recommended by the Chief School Administrator:

January 15, 2025	\$523,322.37
January 31, 2025	\$515,331.01

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve February 11, 2025 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 450,902.74
12 Capital Outlay	\$ 0.00
20 Special Revenue Fund	\$ 129,367.17
21 Student Activity Fund	\$ 13,718.80
22 Athletic Fund	\$ 264.00
30 Capital Projects Fund	\$ 401,634.34
60 Cafeteria Fund	\$ 26,198.02
61 Laptop Account	<u>\$ 0.00</u>
Total Bills:	\$1,022,085.07

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C. 6:20-2.13 (d), I, Antoinette Kelly, certify that as of January 31, 2025, no budgetary line item account has obligations or payments (contractual orders) that, in total, exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

4. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of January 31, 2025 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.

5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the January 2025 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for January 2025, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-213-320	Health Services-Contracted Nurses Services	\$3,800.00
11-000-218-580	Guidance Services-Travel	10.00
11-000-266-420	Security-Repairs and Maintenance	48,559.73
11-000-266-610	Security-General Supplies	67,196.29
11-000-230-339	General Administration-Other Professional Services	4,000.00
11-000-252-580	Administrative Information Technology-Travel	953.87
11-190-100-106	Regular Programs- Instructional Aides	5,443.94
11-401-100-890	School Sponsored Co-Curricular Activities-Misc Expenditures	200.00
Total Transfer In		\$130,163.83

From:

Account Number	Description	Amount
11-000-213-110	Health Services-Substitute Salaries	\$3,800.00
11-000-218-890	Guidance Services-General Supplies	10.00
11-000-252-610	Administrative Information Technology	5,440.00
11-000-261-420	Required Maintenance-Repairs and Maintenance	95,762.93
11-000-261-610	Required Maintenance-General Supplies	14,553.09
11-000-230-334	General Administration-Architect	4,000.00
11-000-252-340	Administrative Information Technology-Technical Services	953.87
11-190-100-610	Regular Programs-Instructional Supplies	5,443.94
11-401-100-610	School Sponsored Co-Curricular Activities-General Supplies	200.00
Total Transfers Out		\$130,163.83

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve payment application #11, in the amount of \$395,914.34 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.

XV. PUBLIC COMMENT

There was no motion for public comment being no one from the public was present.

XVI. NEW BUSINESS

- RFP for food service program services.
- Discussion of Superintendent search proposals.

XVII. EXECUTIVE SESSION

- A. There was no motion to enter the executive session.

XVIII. ADJOURNMENT

- A. It was moved by Brillhart, seconded by Fein and approved by unanimous voice vote to adjourn the meeting at 8:05 P.M.

Sincerely,



Antoinette Kelly
Business Administrator and Board Secretary

