

# DEMAREST BOARD OF EDUCATION

## COW and REGULAR MEETING MINUTES

Luther Lee Emerson - Gymnasium  
November 16, 2021  
7:00 P.M.

### I. OPENING

- A. The meeting was called to order by President Holzberg at 6:00 pm.
- B. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.  
Absent: None  
Also present: Mr. Fox, Superintendent, Ms. Kelly Business Administrator/ Board Secretary, and Marc Wenzel, Board Attorney

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
  - 1. Personnel
  - 2. Residency hearing

- B. It was moved by Verna, 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 Governale, seconded by Schliem and approved by unanimous voice vote of those present to convene executive session at 7:00 P.M.

### III. REOPEN PUBLIC MEETING

- A. It was moved by Verna, seconded by Lee to reopen the Regular Meeting to the public at 7:00 P.M.

B. President Holzberg read the following 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.

IV. FLAG SALUTE

A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.

Absent: None

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

VI. PUBLIC HEARING ON THE CONTRACT OF THE CHIEF SCHOOL ADMINISTRATOR

No comments from the public.

VII. APPROVAL OF MINUTES OF THE MEETINGS

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

- October 12, 2021 COW and Regular Meeting Minutes

VIII. CORRESPONDENCE

None at this time.

VIX. BOARD PRESIDENT'S REPORT

A. Board President Holzberg wished a wonderful Thanksgiving to family and friends.

X. SUPERINTENDENT'S REPORT

A Superintendent Fox commented on the following:

- Reviewed the Student Safety Data System report for January 1, 2021 to June 30, 2021
- Reviewed the HIB report for the 2020/2021 school year
- School district communications are now on the borough website
- Dr. Paquette will be presenting to parents on Thursday via Zoom at 7:00 P.M. He previously presented to staff. "Happy and healthy and connected in life".
- Travel guidelines – the current recommendation is for unvaccinated people to quarantine due to travel anywhere outside of Delaware, Pennsylvania, New York and Connecticut. We have upheld this and will continue until the middle of December. Only 20% of schools have been adhering to this guidance from the start of the school year. I am recommending lifting this because we are in the moderate level and vaccination rates are rising.

- Construction at CRS. Foundation is poured, steel frame is up.
- Wished everyone a Happy Thanksgiving

XI. COMMITTEE REPORTS

None at this time.

XII. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Public speaker Brian Williams on kindness (virtual)
- Local artist Maureen Bennett worked with students to create a piece of art on peace and they are on display in the cafeteria.
- Conducted a meeting for the musical yesterday
- Fall sports soccer and volleyball were great. Gearing up for basketball.
- News casting program just started
- SEL and quarterly AEP cycle
- Happy Thanksgiving

B. Principal Mazzini reviewed the following:

- Incorporating the CRS building project into the STEM class.
- News casting program going well for 4<sup>th</sup> grade
- Conducted parent teacher conferences
- Also had Brian Williams assembly
- Halloween parade this year which was exciting after missing it last year
- Book fair coming up.
- Celebrated American education week
- Conducted a food drive this week
- Happy Thanksgiving to all

XIII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIV. PUBLIC COMMENT

A. It was moved by Verna, seconded by Schliem and approved by unanimous voice vote of those present to open the meeting to public comment limited to agenda items.

B. There was no public comment

C. It was moved by Verna, seconded by Schliem and approved by unanimous voice vote of those present to close the meeting to public comment.

XV. ACTIONS

A. Instruction – Staffing

1. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of the following, substitute teachers for the remainder of the 2021/2022 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. 18A:6-7.7.

- Sandrine Ajram
- Jessica Chodos

- Dana Goldstein
- Kenny Huegel
- Frank Noviello
- Diana Rojas-Alvarez
- Hande Ureten

**B. Instruction – Pupils/Programs**

1. It was moved by Lee, seconded by Verna 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	Grade	Date
Brain Busters Northvale Harrington Park Haworth Norwood Alpine	7&8	10/21 or 10/28 11/16 or 11/18 12/10 or 12/14 1/12 or 1/13 3/22 or 3/23
Student Council Center for Food Action Englewood	8th	11/23

2. It was moved by Lee, seconded by Verna and approved by unanimous roll call vote of those present to approve up to six hours a week\* of home instruction for student 3682760072 by Sara Chabora at a rate of \$45.00 per hour, to continue as needed, as recommended by the Chief School Administrator.

\*modified from October 12, 2021 B.3.

3. It was moved by Lee, seconded by Verna and approved by unanimous roll call vote of those present to approve up to ten hours per week total of home instruction for student 4647119208 by the staff listed below at a rate of \$45.00 per hour, to continue as needed, as recommended by the Chief School Administrator:

- Ms. Bajdechi
- Ms. Greenberg
- Mr. Main
- Ms. Ricciutti
- Ms. Ross
- Ms. Zimmerman

4. It was moved by Lee, seconded by Verna and approved by unanimous roll call vote of those present to approve up to ten hours per week of home instruction for student 8102817393 by Philip Choo, BCBA consultant/home program instructor at a rate of \$85.00 per hour, as needed, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to approve unpaid leave of absence for Michele Whitney, Special Education Aide at Luther Lee Emerson School, from October 18, 2021 through December 20, 2021, as recommended by the Chief School Administrator.

2. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of the following classroom aide not to exceed 29 hours per week, for the 2021/2022 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

School/Position	Staff	Step	Account Code
<b>CRS</b>			
Special Education Aide	Diana Rojas-Alvarez	1	11-213-100-106-030-00-15

3. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Demir Cazimoski, substitute custodian, for the 2021/2022 school year, as recommended by the Chief School Administrator.

4. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the resignation of Kathy Daly, Secretary at County Road School, effective December 15, 2021 as recommended by the CSA

5. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to modify the approval of the following Lunch Aide according to the Aides Hourly Guide for the 2021/2022 school year, as recommended by the Chief School Administrator.

\*modified from August 24, 2021 C.4.

<b>County Road School</b>
Patricia Hefter, step 6*

6. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the employment of the following substitute aide(s), for the remainder of the 2021/2022 school year, as recommended by the Chief School Administrator:

- Zoe Weinstein Step xx

7. It was moved by Schliem, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of the following classroom aide not to exceed 29 hours per week, for the 2021/2022 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

School/Position	Staff	Step	Account Code
<b>LLE</b>			
Special Education Aide	Cristina Nunez Sanchez	1	11-213-100-106-050-00-15

8. It was moved by Schliem, 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 THAT the employment of employee number 10312935 with the Demarest Board of Education be and is hereby terminated, and shall end effective November 16, 2021

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve the second reading and adoption of Policy(ies) and Regulation(s):

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Name</b>
2425 P	Emergency Virtual or Remote Instructional Program

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

<b>Group/Event</b>	<b>Date(s)Time(s)</b>	<b>Location</b>
Lunar New Year	1/28 All day	CRS, LLE and DMS
DMS Play Audition	12/3 3:20-6:30	DMS gym/stage
DMS Play Practice	Friday's 1/7-3/18 when school is open 3:20-5:30	DMS gym/stage
DMS Performance	3/17 and 3/18 All day	DMS gym/stage or LLE gym/stage

3. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve the attendance of the following workshops, as noted, with all hotel, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator:

<b>Name/Title</b>	<b>Event</b>	<b>Registration Fee</b>
Kelly Stevens Supervisor of Curriculum, Instruction and Assessment	Techspo 1/26-1/28	\$490.00
Michael Fox Superintendent	Techspo 1/26-1/28	\$490.00
Antoinette Kelly Business Administrator Board Secretary	ASBO International 2/3-2/5	695.00

4. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve the Student Safety Data System (SSDS) for the reporting period of January 1, 2021 to June 30, 2021, as recommended by the Chief School Administrator.

5. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve and authorize the submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2021/2022 School Year, as recommended by the Chief School Administrator.

6. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve shared services agreement with Northern Valley Regional High School District for Special Education Teacher Leader services for up to thirteen hours at \$150.00 per hour, for the 2021/2022 school year, as recommended by the Chief School Administrator.

7. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve acceptance of the following school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2., as recommended by the Chief School Administrator:

- A drill for Demarest Middle School was conducted on October 18, 2021 in the Middle School parking lot (basketball court area) supervised by custodian Niko Suric and teacher Walter Gonzales.
- A drill for County Road School was conducted on October 19, 2021 in the school parking lot supervised by Principal Frank Mazzini.
- A drill for Luther Lee Emerson School was conducted on October 19, 2021 in the school parking lot supervised by Principal Frank Mazzini.

8. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve submission of the school harassment, intimidation and bullying grade report self-assessment under the Anti-Bullying Bill of Rights for the 2020/2021 school year, as recommended by the Chief School Administrator.

9. It was moved by Governale, seconded by Schliem and approved by unanimous roll call vote of those present to approve contract extension for the Chief School Administrator, to June 30, 2026, pending approval by the Bergen County superintendent of schools.

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 October 15, 2021 payroll in the amount of \$451,009.74 as recommended by the Chief School Administrator.

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm October 31, 2021 payroll in the amount of \$434,056.59, as recommended by the Chief School Administrator.

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the October 2021 in office checks in the amount of \$203,998.81 and November 16, 2021 budget checks in the amount of \$682,290.15, as recommended by the Chief School Administrator, as follows:

\*Schliem abstained on the check for Staples

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$463,187.46
12 Capital Outlay	\$ 515.00
20 Special Revenue	\$ 60,064.75
30 Capital Projects Fund	<u>\$ 362,521.75</u>
Total Bills:	\$ 886,288.96

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:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Antoinette Kelly certify that as of September 30, 2021, 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.

5. 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 October 31, 2021, 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.

6. 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 September 30, 2021, 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 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 October 31, 2021, 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 Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the September 2021 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

9. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the October 2021 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.



10. 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 October 2021, as recommended by the Chief School Administrator:

**To:**

Account Number	Description	Amount
11-000-291-249	Other Retirement Contributions (DCRP)	10,000.00
11-000-219-610	Child Study Team-Equipment Supplies	236.00
11-000-262-440	Custodial-Equipment Rental	9.67
11-000-310-106	Food Service-Salary Aides	10,290.00

**From:**

Account Number	Description	Amount
11-000-291-250	Unemployment Insurance	10,000.00
11-000-219-890	Child Study Team-Dues Fees	236.00
11-000-262-520	Liability Insurance	9.67
12-000-300-730	Cafeteria Equipment	10,290.00

11. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve payment # 5 for addition and renovations at County Road School to contractor Daskal, NJDOE #1070-030-21-1000, in the amount of \$342,379.00, as recommended by the Chief School Administrator.

12. 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:

WHEREAS, the Demarest Board of Education has received School Security Grant for FY 2021-2022 in the amount of \$34,751; and  
 WHEREAS, \$34,751 was not appropriated during FY 2021-2022; and  
 WHEREAS, pursuant to N.J.A.C. 6A:23A-13.3(d)5 that allows a district board of education to appropriate unbudgeted or under budgeted Federal revenue;  
 NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education upon the recommendation of the Superintendent approve the appropriation of \$34,751 of School Security Grant Revenue to the district's General Fund budget, and appropriate to the following:

\$34,751 to 11-000-266-610-050-20-43 Security Equipment Supplies

**F. Other**

1. It was moved by Verna, seconded by Schliem and approved by unanimous voice vote of those present to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, December 14, 2021, if necessary, to discuss personnel, student 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.

**XVI. PUBLIC COMMENT**

- A. It was moved by Verna, seconded by Governale and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. There was no public discussion.
- C. It was moved by Verna, seconded by Governale and approved by unanimous voice vote of those present to close the meeting to public discussion.

XVII. NEW BUSINESS  
None at this time.

XVIII. EXECUTIVE SESSION

- A. There was no motion to enter the Executive Session.

XIX. ADJOURNMENT

- A. It was moved by Choi, seconded by Verna and approved by unanimous voice vote to adjourn the meeting at 7:26 P.M.

Sincerely,

Antoinette Kelly  
Business Administrator and Board Secretary