

DEMAREST BOARD OF EDUCATION
REGULAR SESSION MEETING MINUTES
County Road School – Media Center
September 20, 2022
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 7:00 pm.
B. Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna, Holzberg.
Absent: None
Also present: Mr. Fox/ Superintendent and Ms. Kelly Business Administrator/ Board Secretary

II. OPEN PUBLIC MEETING

- A. It was moved by Choi , seconded by Governale to open 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.

III. FLAG SALUTE

- A. President Holzberg led the flag salute.

IV. ROLL CALL

Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna, Holzberg.
Absent: None
Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary

V. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Choi, seconded by Lee and approved by unanimous voice vote of those present to approve:
- August 23, 2022 Executive Session Meeting Minutes
 - August 23, 2022 COW and Regular Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg noted that the buildings look excellent and thanked all staff for a great start to school.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox commented on the following:

- The opening of school went well.
- DMS science lab will be open at back to school night for the parents.
- CRS addition - still working on punch list. Looking at this Saturday and next Saturday for the bulk of the list to be completed. Our staff will be able to install plantings around the addition during the long holiday weekend.
- Went to back to school night at CRS. Shared the feasibility study with the parents regarding DMS gym and the new addition.
- Tutor.co, - getting good feedback from parents.
- Ms. Stevens and Ms. O'Flynn are presenting at the NJSBA conference in October.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Scavenger hunt
- First day for 5th grade
- Locker set up
- Team building in PE
- Recycling initiative
- Ukulele class
- Art in 5th grade
- Patriotic art in 8th grade
- Science in 6th grade
- Sports team kicked off the season
- 7th grade science
- Upcoming: back to school, picture day, start strong assessment, student council elections and guest speaker Paul Gonzalez

B. Principal Mazzini reviewed the following:

- Sixty nine preschoolers
- New CRS classrooms are wonderful. Nice to have bathrooms in the classroom.
- Great to have small group instruction classrooms
- Gaga ball pit is a great addition at LLE
- Curiosity corner pre-school 4 curriculum
- 4th grade stem lesson
- New website for CRS and LLE combined
- Enrollment CRS 188, LLE 224, DMS 331

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT

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 Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the request of Heather Picinich, district social worker, budget code 11-000-219-104-000-00-31, paid sick leave from August 30, 2022 to October 10, 2022 and unpaid FMLA/NJFLA and child rearing from October 11, 2022 to January 6, 2023, unpaid leave of absence from January 9, 2023 to June 21, 2023, with a return to work date of September 1, 2023, as recommended by the Chief School Administrator.
2. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the request by Julia Lefer, fourth grade teacher at Luther Lee Emerson school, paid sick leave from August 30, 2022 to September 16, 2022, unpaid FMLA/NJFLA and child rearing from September 19, 2022 to December 9, 2022 and unpaid leave of absence from December 12, 2022 to March 17, 2023 with a return to work date of March 20, 2023, as recommended by the Chief School Administrator.

*modified from June 14, 2022 A.10

3. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for the 2022/2023 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.

Daniel Moran
Frank Noviello
Dennis O'Neill
Heather Schulman
Hande Ucok
Kenneth Zimmerman

4. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve guide movement as follows for the 2022/2023 school year, as recommended by the Chief School Administrator:

Name	From	To
Andrew Lefer	MA	MA+16

5. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teacher for the 2022/2023 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 NJSA 19A:6-7.7.

- Michelle Coleman

B. Instruction – Pupils/Programs

1. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve home instruction for SID 1658951405 by the staff listed below, not to exceed ten hours per week, October 24, 2022 through January 13, 2023, as recommended by the Chief School Administrator:

Hyewon Mohanram
Victoria Zimmerman
Joseph Polvere
Michael Main
Wendy Heffler

2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domiciled tuition agreement with Mr. and Mrs. Schwartz for their children to attend 4th grade at an annual rate of \$20,880.00 and 8th grade at an annual rate of \$21,204.00, as non-residents, domicile pending, as recommended by the Chief School Administrator.
3. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domiciled tuition agreement with Mr. and Mrs. Turoff for their child to attend 7th grade at an annual rate of \$21,204.00 as non-residents, for the 2022/2023 school year, as recommended by the Chief School Administrator.
4. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve attached athletic schedules, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Eileen Corrado, lunch aide, step 1, for the 2022/2023 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.
*modified from August 23, 2022 C.4.
2. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Vasil Kuzmanovski, as Custodian, effective September 21, 2022, account code 111-000-262-110-110-040-00-28 night custodian, 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 and board policy/regulation 4160.

Step	Stipends	Assignment
1	night differential \$1,250.00	DMS

3. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to accept the resignation of Tham Rodrigo, summer custodian, effective August 2, 2022, as recommended by the Chief School Administrator.
4. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to accept the resignation of Marcella Azilides, lunch aide, effective September 6, 2022, as recommended by the Chief School Administrator.
5. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following para professionals not to exceed 29 hours per week, for the 2022/2023 school year, as recommended by the Chief School Administrator:

School/Position	Staff	Step	Account Code
CRS			
Classroom Aides P3 & P4	Anna Marie Rapisardi (start date 10/3)	4	11-190-100-106-030-00-44

*modified from August 23, 2022 C. 8.

6. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the appointment of Stephanie Dean as a substitute lunch aide, for the 2022/2023 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.
7. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the appointment of Mary Ellen Portera, substitute aide, for the 2022/2023 school year, as recommended by the Chief School Administrator.
8. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the request of Thomas Carson, paraprofessional at Luther Lee Emerson School, for intermittent unpaid family leave of absence, from September 19, 2022 to October 7, 2022 and January 2, 2023 to January 20, 2023, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following request for facilities use on the following dates, when school is in session, with the exception of black out dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Event	Date(s) and time	Location
DAA	Monday - Friday November 28 - March 27 5:45 PM - 9:15 PM	DMS gym

	Saturdays January 7 - March 25 8:45 AM - 5:15 PM	LLE gym
	Saturdays January 7 - March 25 8:45 AM - 12:15 PM	LLE APR
	Monday - Friday October 17 - March 27 5:45 PM - 9:15 PM	LLE gym
Girl Scouts	9/28, 10/19, 11/16, 12/14, 1/18, 2/15, 3/15, 4/19, 5/17, 6/14 3:05 PM - 4:30 PM	LLE APR and other room as needed and approved

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

Name/Title	Event	Registration Fee
Kelly Stevens Supervisor of Curriculum, Instruction and Assessments	NJSBA Conference Atlantic City October 24-26	\$550.00
Christie Choman	NJIDA virtual October 14-15	\$175.00
Jessica Schoepflin	NJIDA Virtual October 14-15	\$175.00

3. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Anna Kuzdraj as McKinney – Vento Homeless Education Liaison effective October 1, 2022 for the 2022/2023 school year, as recommended by the Chief School Administrator.
*modified from June 14, 2022 D. 43
4. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Anna Kuzdraj as ESEA Coordinator effective October 1, 2022 for the 2022/2023 school year, as recommended by the Chief School Administrator.
Modified from June 14, 2022 D.47.
5. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with Bayada Home Health Care, Inc., for substitute nursing services at a rate of \$ 62.00 per hour, as recommended by the Chief School Administrator.
6. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with West Bergen Mental Health, for assessments and

school clearances for the 2022/2023 school year, at a rate not to exceed \$230.00 per assessment, as recommended by the Chief School Administrator.

7. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve contract with BCSSSD for public law 1977 chapters 192-193 for non-public students for the 2022/2023 school year, as recommended by the Chief School Administrator.
8. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the agreement between the Demarest Board of Education and Bergen County for the provision of non-public nursing services for the Academy of Holy Angels in Demarest, at a cost of \$1,248.48, as recommended by the Chief School Administrator.
9. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the agreement between the Demarest Board of Education and Bergen County for the provision of non-public IDEA services for the Academy of Holy Angels in Demarest, with a maximum allotment of \$5,371.00, as recommended by the Chief School Administrator.
10. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the non-public technology and security agreement between the Demarest Board of Education and Bergen County for the provision of non-public technology and security for the Academy of Holy Angels in Demarest, as recommended by the Chief School Administrator.
11. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve contract with NVRHS for shared behavior consultant at a rate of \$26,022.85, as recommended by the Chief School Administrator.
12. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the first reading of the following policy/regulation, as recommended by the Chief School Administrator:

(P) Emergency Virtual or Remote Instruction Program 2425
(R) Emergency Virtual of Remote Instruction Program 2425
13. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to abolish School Employee Vaccination Requirements (P) 1648.13, as recommended by the Chief School Administrator.
14. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve and submit the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2022/2023 school year, as recommended by the Chief School Administrator.
15. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the SOA for the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2022/2023 school year, as recommended by the Chief School Administrator.
16. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the Emergency Virtual Plan for the 2022/2023 school year and the

submittal to the NJ Commissioner of Education, as recommended by the Chief School Administrator.

17. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to accept the nursing plan for the 2022/2023 school year, as recommended by the Chief School Administrator.
18. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Anna Kuzdraj, Director of Special Education, to be paid at her per diem rate from September 28, 2022-September 29, 2022, as recommended by the Chief School Administrator.
19. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following non-public school technology agreement between the Demarest Board of Education and the Academy of Holy Angels for the 2022/2023 school year, in the amount of \$2,436.00, as recommended by the Chief School Administrator.

Non-Public School Technology Initiative Agreement

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Technology Initiative have been read and further certified that the pupils who will use the technology purchased under this program qualify under the guidelines. Specifically: a) It is understood that the equipment, supplies and materials purchased with the state aid funds are to be used solely for the purpose of enhancing the instructional process for nonpublic school students. The use of equipment, supplies, and materials purchased with state aid funds for religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific technology needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All technology provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2023 in order to ensure processing before the end of the fiscal year.

20. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following non-public school security aid program between the Demarest Board of Education and the Academy of Holy Angels for the 2022/2023 school year, in the amount of \$108,855, as recommended by the Chief School Administrator.

Non-Public School Security Aid Program

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Security Aid Program have been read and further certified that the Nonpublic School who will use the security services, technology and equipment purchased under this program qualify under the guidelines. Specifically: a) It is understood that the items purchased with the state

aid funds are to be used solely for the purpose of enhancing the security of the faculty and the students of the nonpublic school. The use of equipment, supplies, and materials purchased with state aid funds for religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific security needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All security provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2023 in order to ensure processing before the end of the fiscal year.

21. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve schematic design update and NJOE resubmission for the Middle School proposed gym with EI Associates, in the amount of \$6,000.00, as recommended by the Chief School Administrator.

22. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the first read of the following policy, as recommended by the Chief School Administrator:

- policy 5512 Harassment, Intimidation and Bullying

E. Support Services – Fiscal Management

1. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to confirm the August 2022 payrolls as follows, as recommended by the Chief School Administrator:

August 15	\$100,158.05
August 31	\$ 96,601.46

2. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the August 2022 in office checks in the amount of \$240,381.65, September 20, 2022 budget checks in the amount of \$108,7093.61, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 749,282.01
12 Capital Outlay	\$ 294,285.60
20 Special Revenue Fund	\$ 147,221.90
30 Capital Projects Fund	\$ 75,339.22
40 Debt Service Fund	\$ 43,850.00
60 Cafeteria	\$ 1,854.28

61 Laptop Account	\$ 15,977.25
Total Bills:	\$1,327,810.26

3. It was moved by Verna, seconded by Lee 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 July 31, 2022, 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.

4. It was moved by Verna, seconded by Lee 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 August 31, 2022, 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 Verna, seconded by Lee 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 July 31, 2022 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.

6. It was moved by Verna, seconded by Lee 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 August 31, 2022 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 Verna, seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the July 2022 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

8. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the August 2022 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 Verna, seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for July 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-213-610	Health Services-General Supplies	84.57
11-000-222-177	Education Media/Library Services-Salary Technology Coordinator	302.96
11-000-230-332	Support Services General Admin-Audit Fees	1,000.00
11-000-261-110	Required Maintenance-Salary Facilities Manager	5,000.00
11-000-262-520	Custodial Services-Insurance	19,082.93
11-000-263-110	Maintenance Salaries	800.00

From:

Account Number	Description	Amount
11-000-213-580	Health Services-Travel	84.57
11-000-222-610	Educational Media/Library Services-General Supplies	302.96
11-000-230-334	Support Services General Admin-Architects Fees	1,000.00
11-000-261-610	Required Maintenance-General Supplies	5,000.00
11-000-262-622	Custodial Services-Electricity	19,082.83
11-000-263-610	Maintenance Supplies	800.00

11. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for August 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-263-110	Maintenance Salaries	530.00

From:

Account Number	Description	Amount
11-000-263-610	Maintenance General Supplies	530.00

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

The board discussed board goals for the 2022-2023 school year. The board decided to change one of the goals to negotiating a successful contract with the DEA support staff and administrators. They also would like to remove the goal to start the process of gathering focus groups for strategic plan

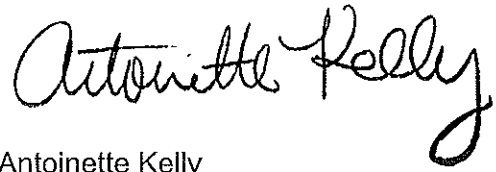
XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

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

Sincerely,

A handwritten signature in black ink that reads "Antoinette Kelly". The signature is written in a cursive, flowing style.

Antoinette Kelly
Business Administrator and Board Secretary