

**DEMAREST BOARD OF EDUCATION**  
**COW and REGULAR SESSION MEETING MINUTES**  
**County Road School – Media Center**  
**July 19, 2022**  
**7:00 P.M.**

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Brillhart, Cantatore, Choi, Governale, Holzberg.  
Absent: Lee, Verna  
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
  - 2. Personnel
- B. It was moved by Governale seconded by Choi 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 Choi, seconded by Governale 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 Choi , seconded by Governale 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: Brillhart, Cantatore, Choi, Governale, Holzberg.

Absent: Lee, Verna

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- June 14, 2022 COW and Regular Meeting Minutes
- June 14, 2022 Executive Session Meeting Minutes
- June 20, 2022 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg wishes the best to Dr. Michelle Terzini-Hollar in her retirement.

IX. SUPERINTENDENT'S REPORT

Mr. Fox noted the following:

- The CRS construction scheduled substantial completion is August 5th and the scheduled for final completion is August 19th but we are very frustrated with the slowness of the job. The fire system equipment is on back order and is one of the biggest challenges. The HVAC is hooked up but not turned on yet.
- The science lab project begins tomorrow.
- Kelly Stevens' curriculum committee meets next month.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

None at this time.

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 Choi and approved by unanimous roll call vote of those present to approve appointment of the following non-tenure teacher for the 2022/2023 school year, as recommended by the Chief School Administrator:

Last	First	Guide	Step	Budget Code
Sullivan	Mary	MA+45	15*	100% 11-213-100-101-030-00-15

\*modified from May 10, 2022 A.4.

2. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Nicole Mascarelli, first grade teacher at County Road School, account code 11-120-100-101-030-00-00, BA, 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 J.J.S.A. 18A:6-7.7.
3. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Jacqueline Bronstein, second grade teacher at Luther Lee Emerson School, budget code 11-120-100-101-050-00-00, for FMLA from September 28, 2022 to January 3, 2023 and an unpaid leave of absence from January 4, 2023 to March 17, 2023 with a return to work date of March 20, 2023, as recommended by the Chief School Administrator.
4. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Jennifer Amoroso, second grade teacher at Luther Lee Emerson School, BA, Step 1, leave replacement for Jacqueline Bronstein, from Aug. 30, 2022 to Mar. 17, 2023, budget code 11-120-100-101-050-00-00, 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.
5. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Louis Napolitano, long term replacement , BA, Step 1, per diem, from September 1, 2022 to September 30, 2022, as recommended by the Chief School Administrator.
6. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Louis Napolitano, second grade teacher at Luther Lee Emerson school, BA, Step 1, leave replacement for Katelyn Hubener, from October 3, 2022 to June 30, 2023, budget code 11-120-100-101-050-00-00, as recommended by the Chief School Administrator.

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 the following out of district placement and tuition, associated

related services, transportation and 1:1 aide as applicable, for the 2022/2023 extended school year program, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1:1 Aide	Transportation	Term
2620011442	BCSS	8,225.00	No	Yes	7/1-7/30
372030 (local ID)	NVRHS Slice program	\$1,120.00	yes	yes	7/1-7/30

- It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following out of district placement and tuition, associated related services, transportation and 1:1 aide as applicable, for the 2022/2023 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
5019762465	Old Tappan	\$60,000.00	\$58,000.00(2)*	no	7/1-6/30

\*modified from June 14, 2022 B.8.

- It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve non-domicile tuition agreement with Mr. and Mrs. Kim (parents) for their children to attend third and fourth grade, each with an annual tuition of \$20,288.00 as non-residents, domicile pending, as recommended by the Chief School Administrator.

#### C. Support Services – Staffing

- It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following reassignment of custodial staff as of September 1, 2022 school year, as recommended by the Chief School Administrator:

Staff	From	To
Sami Dervisi	DMS	CRS
Patricio Rosero-Villacres	CRS	LLE

- It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of John J. Montuori, Jr., account code 111-000-262-110-110-030-00-28 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
14	CDL \$1,500.00 Black seal \$1,500.00 night differential \$1,250.00	DMS

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve CDL stipend for Sami Dervisi in the amount of \$1,500.00 for the 2022/2023 school year, as recommended by the Chief School Administrator.
4. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of the following classroom aides, not to exceed 29 hours per week, for the 2022/2023 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidates' compliance with P.L. 1986, c. 116 revised 6/30/98) and N.J.S.A. 19A:6-7.7

School/Position	Staff	Step	Budget Code
CRS Special Education Aide	Jaclyn Higgins	4	11-000-213-100-106-030-00-15
LLE Special Education Aide	Janice Roem	7	11-000-213-100-106-050-00-15

D. Support Services – Board of Education

1. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to accept the retirement of Michelle Terzini-Hollar, Child Study Team Supervisor/Psychologist, budget code 11-000-219-104-000-00-31, effective October 1, 2022, 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 approve the following resolution, as recommended by the Chief School Administrator:

**WHEREAS**, Dr. Michelle Terzini-Hollar 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 of Dr. Terzini-Hollar in recognition of her thirteen years of dedicated service to the Demarest Board of Education.

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the payment of accumulated sick time for Osnat Mach in the amount of \$2,300.00 as per Article VIII-5 of the Demarest Board of Education Agreement and as recommended by the Chief School Administrator.
4. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Michelle McMahon for Child Study Team evaluations, consulting and planning/eligibility meetings for the 2022/2023 school year, as recommended by the Chief School Administrator.
5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Leslie Fishbein for Child Study Team evaluations, consulting and planning/eligibility meetings for the 2022/2023 school year, 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 approve the following contracts with Bergen County Special Services, as recommended by the Chief School Administrator:

Student	Contract/Service	Fee
1481531764	AsTr2257582 Assistive technology services	\$ 660.00
9285614360	AsTr2257585 Assistive technology services	\$ 990.00

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve acceptance of grant from Orange and Rockland Electric in the amount of \$1,000.00 with the purpose of introducing robotics to grades K-4, as recommended by the Chief School Administrator.
8. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Danielle Du Bois Spence for 2.5 hours at hours at her hourly rate for the execution of a 504 plan for SID 4670986044 during the month of July 2022, 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 rescind the June 14, 2022 resolution D.91. approving the award of the contract for the Demo and Renovations to the Demarest Middle School Science Lab to GL Group Inc. in the amount of \$194,864.47 plus \$16,000 for an Allowance if needed 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 approve the award of the contract for the Demo and Renovations to the Demarest Middle School Science Lab to Northeastern Interior Services LLC in the amount of \$194,864.47 plus \$16,000 for an Allowance if needed, as recommended by the Chief School Administrator.
11. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Anna Kuzdraj, Director of Special Education, budget code 11-000-219-104-000-00-31 from October 1, 2022 to June 30, 2023, 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.

**E. Support Services – Fiscal Management**

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

June 15, 2022	\$ 474,761.02
June 21, 2022	\$ 438,165.83
June 30 2022	\$ 101,406.24

2. It was moved by Brillhart, seconded by Governale and approved by unanimous roll call vote of those present to approve the July 2022 in office checks in the amount of \$205,202.41, July 19, 2022 budget checks in the amount of \$847,590.35, and final June 2022 in budget checks in the amount of \$197,557.74, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 852,371.34
12 Capital Outlay	\$ 305,803.98
20 Special Revenue Fund	\$ 13,345.60
30 Capital Projects Fund	<u>\$ 78,829.58</u>
Total Bills:	\$1,250,350.50

3. It was moved by Brillhart, 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 June 30 ,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 Brillhart, 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 June 30,2022 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.

5. It was moved by Brillhart, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the June 2022 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
6. It was moved by Brillhart, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for June 2022, as recommended by the Chief School Administrator:

**To:**

Account Number	Description	Amount
11-105-100-101	Pre-School Salaries of Teachers	1,816.80
11-000-100-565	Tuition to CSSD & Regional Day Schools	19,133.00
11-000-230-331	Legal Services	90.72
11-000-251-110	Central Services-Salaries	1,628.88

11-000-261-330	Required Maintenance-Cleaning, Repair Services	8,303.98
11-000-262-520	Insurance	160.00
11-000-263-610	Grounds-General Supplies	380.77
11-000-266-300	Security-Purchased Professional Services	1,501.00
11-000-270-503	Transportation-Aid in Lieu Payments-Non-Public	8,000.00
11-000-270-515	Transportation-Special Ed-Joint Agreements	23,407.16
11-000-291-290	Other Employee Benefits	16,040.45

**From:**

Account Number	Description	Amount
11-110-100-101	Kindergarten-Salaries of Teaches	1,816.80
11-000-100-562	Tuition to Other LEAs Within the State-Special	19,133.00
11-000-230-339	General Administration-Other Prof. Services	90.72
11-000-251-440	Central Services-Misc. Purchased Services	1,628.88
11-000-261-610	Required Maintenance-General Supplies	8,303.98
11-000-262-610	Custodial-General Supplies	160.00
11-000-263-420	Grounds-Repair and Maintenance	380.77
11-000-266-420	Security-Repair and Maintenance	409.88
11-000-263-420	Grounds-Repair and Maintenance	1,091.12
11-000-270-512	Transportation-Other than between home and School-vendors	5,900.00
11-000-270-610	Transportation-General Supplies	2,000.00
11-000-270-890	Transportation-Other Objects	750.00
11-000-270-390	Transportation-Other Purchased Prof. Services	538.00
11-000-270-420	Transportation-Repair and Maintenance	6,120.68
11-000-270-513	Transportation-Between Home & School-Joint Agreements	1,403.51
11-000-262-610	Custodial-General Supplies	14,694.97
11-000-291-220	Social Security Contributions	16,040.45

XV. PUBLIC COMMENT

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



XVI. NEW BUSINESS

Discussed the possibility of adding a stipend for the elementary school yearbook. Discussion with the DEA needed.

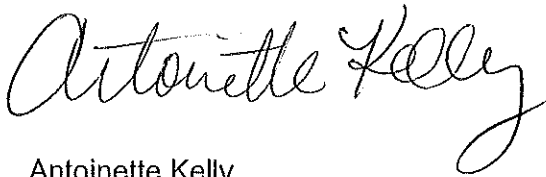
XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Cantatore, seconded by Choi and approved by unanimous voice vote to adjourn the meeting at 7:30 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is written in black ink and is positioned above the typed name and title.

Antoinette Kelly  
Business Administrator and Board Secretary

