

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
November 14, 2023
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

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 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 Choi, seconded by Governale and approved by unanimous voice vote of those present to convene executive session at 6:45 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore , seconded by Brillhart 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 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, Governale, Verna (arrived at 7:07), Holzberg.

Absent: Lee

Also present: Mr. Fox, Superintendent

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:

- October 17, 2023 COW and Regular Meeting Minutes
- October 17, 2023 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg wished everyone a healthy and happy Thanksgiving.

IX. SUPERINTENDENT'S REPORT

A. Superintendent Fox reported on the following:

- QSAC monitoring is approaching and the district is preparing for it. We have a DPR review committee, which includes board member Choi, teaching staff, the union, guidance, early intervention, and the full administrative team. The district scores itself and then the county scores the district based on indicators. Debra Rinaldi is working in conjunction with staff to get this done. Facilities are also being reviewed before the visit from the county sometime in December.
- Tomorrow Principal Mazzini and I go to Washington DC to receive the Blue Ribbon award.

X. COMMITTEE REPORTS

A. Ms. Choi commented on the DPR committee meeting. A review of accomplishments since the prior QSAC was impressive.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Historical crime scene investigation in Mr. Lefer's 7th-grade social studies class.
- Impressive 8th-grade STEM lessons with Ms. DiMartini.

- Immigration and naturalization in the 1880s in Mr. Cole's 8th-grade social studies class.
- The band sounds great and we are looking forward to the concert.
- Halloween costumes were fun and there was a lot of participation.
- Genius Hour career exploration features community guests spearheaded by Ms. Heffler.
- Hands-on Math with Ms. Mohanram also features community members and how math applies to the real world.
- Ms. Heffler's literature class put on a mock trial murder mystery.

B. Principal Mazzini reviewed the following:

- Demarest Police visited the preschool classes.
- NVD students came to teach a lesson at LLE.
- Pumpkin picking and photo shoot. Took lessons back to the classroom.
- Ms. Spence's character club sent letters for Veteran's Day.
- Ms. Stoke's art club is painting sets for the play.
- Halloween celebrations at CRS and LLE.
- Look ahead: Fourth grade career day, PK, CRS, and LLE winter concerts.

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 Brillhart seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Claudia DeRocco, BA, Step 1, leave replacement for Luther Lee Emerson School, Staff ID#1000 from November 15, 2023* through April 30, 2024, 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.
*date changed at table
2. It was moved by Brillhart seconded by Cantatore and approved by unanimous roll call vote of those present to approve collaboration with Rutgers University for 90 hours of practicum towards LDTC endorsement, for Alyssa Plescia, preschool teacher at County Road School, supervised by Anna Kuzdraj, Director of Special Education, as recommended by the Chief School Administrator.
3. It was moved by Brillhart seconded by Cantatore 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 2023/2024 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.

Saelina Kim

4. It was moved by Brillhart seconded by Cantatore and approved by unanimous roll call vote of those present to approve the request of Luther Lee Emerson School Staff ID# 1000 for paid sick leave from November 14, 2023, to January 12, 2024, unpaid FMLA/NJFLA from January 15, 2024 to April 12, 2024, and unpaid leave from April 15, 2024 to April 30, 2024, returning to work on May 1, 2024, 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 field trip(s), as recommended by the Chief School Administrator:

Location	Date	Grade/Group
Cleatus Farms/Metropolitan Farm Northvale	12/5/23 (rain date 12/6/23) 4/9/24 (rain date 4/10/24)	Special Education grades 2-4
Northvale, Old Tappan, Norwood, Harrington Park and Haworth	10/18/23, 11/14/23, 12/11/23 (12/18/23), 1/18/24, 2/28/24, 3/20/24 (3/25/24)	DMS Brain Busters
Philadelphia, PA	6/5/2024	7th grade

2. It was moved by Choi seconded by Governale and approved by unanimous roll call vote of those present to approve home instruction for student 4647119208 through Bergen County Special Services, from October 26, 2023, through November 30, 2023, at a rate not to exceed \$4,950.00, at a maximum of five hours weekly, as recommended by the Chief School Administrator.

C. Support Services – 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 paraprofessional not to exceed 29 hours weekly, according to the paraprofessional hourly guide for the 2023/2024 school year, as recommended by the Chief School Administrator. Employment status would become effective upon the candidate’s compliance with P.L. 1986, c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

School/Position	Staff	Step
CRS - Paraprofessional (classroom aide)	Elisandra Lumaj	1

2. 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 lunch aide(s) not to exceed 29 hours per week. according to the aide’s hourly guide for the 2023/2024 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.

School	Staff	Step
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DMS	Lusi Icliyurek	13
DMS	Patricia Schweizer	15

3. It was moved by Choi seconded by Governale and approved by unanimous roll call vote of those present to approve the resignation of Christopher Rodriguez, custodian, effective November 2, 2023, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the second reading and adoption of the following policies/regulations, as recommended by the Chief School Administrator:

0144 Board Member Orientation and Training - Bylaw
2520 Instructional Supplies - Policy & Regulation (M)
3217 Use of Corporal Punishment - Policy
4217 Use of Corporal Punishment - (NEW)
5305 Health Services Personnel – Policy (M)
5308 Student Health Records - Policy & Regulation (M)
5310 Health Services - Policy & Regulation (M)
6112 Reimbursement of Federal and Other Grant Expenditures - Policy (M)
6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs – Regulation (M) (NEW)
6115.04 Federal Funds – Duplication of Benefits - Policy (M) (NEW)
6311 Contracts for Goods or Services Funded by Federal Grants - Policy (M)
7440 School District Security - Policy (M)
9100 Public Relations - Policy (ABOLISHED)
9140 Citizens Advisory Committees – Policy
9140 Citizens Advisory Committees - Regulation (ABOLISHED)

1524 School Leadership Councils - Policy (ABOLISHED)
2270 Religion in Schools - Policy
3161 Examination for Cause – Policy
3212 Attendance - Policy & Regulation
3324 Right of Privacy - Policy
3432 Sick Leave – Policy & Regulation (ABOLISHED)
4161 Examination for Cause - Policy
4212 Attendance – Policy & Regulation
4324 Right of Privacy - Policy

4432 Sick Leave – Policy & Regulation (ABOLISHED)
5116 Education of Homeless Children and Youths – Policy & Regulation
8500 Food Services – Policy (M)
8540 School Nutrition Programs - Policy (M) (ABOLISHED)
8550 Meal Charges/Outstanding Food Service Bill - Policy (M) (ABOLISHED)

2. It was moved by Governale seconded by Choi 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 Musical information session	11/29/2023 3:15-3:30 PM	DMS cafeteria

3. It was moved by Governale seconded by Choi 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
Julia Lefer Fourth-grade teacher Nancy Mliczek DMS resource room Jessica Larkin DMS resource room	NJIDA Conference December 2, 2023 Virtual	\$175.00 per person

4. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve and submit New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review (DPR) for the 2023/2024 School Year, as recommended by the Chief School Administrator.
5. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the acceptance of the following school bus emergency evacuation drills, [as attached](#), 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 11th and 25th 2023, in the Middle School parking lot (basketball court area) supervised by teachers Mr. Gonzales and Mr. Romeo.
 - A drill for County Road School was conducted on October 16, 2023 in the school parking lot supervised by Principal Mazzini.
 - A drill for Luther Lee Emerson School was conducted on October 16, 2023, in the school parking lot supervised by Principal Mazzini.

6. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to accept the retirement of Marilyn Stankiewicz, lunch coordinator, effective April 1, 2024, as recommended by the Chief School Administrator.
7. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:
 Move to authorize the execution of an agreement with the Morris County Cooperative Pricing Council to become a member for the period of October 1, 2021, through September 30, 2026, **WHEREAS**, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and
WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and
WHEREAS, the Demarest Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to become a member of the MCCPC for the period of October 1, 2021 through September 30, 2026.
BE IT RESOLVED, by the Demarest Board of Education, County of Bergen, State of New Jersey as follows:
1. Antoinette Kelly Business Administrator/Board Secretary of the Demarest Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021 pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is to become a member of the MCCPC for a five (5) year period from October 1, 2021 through September 30, 2026.
 2. The Demarest Board of Education Business Administrator/Board Secretary is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement to Randolph Township as Lead Agency of the MCCPC.
 Morris County Cooperative Pricing Council
 502 Millbrook Avenue, Randolph, NJ 07869-3799
 Tel: (973) 989.7059 • Fax: (973) 989.7076
 3. This Resolution shall take effect immediately upon final passage according to law.
 4. All appropriate Demarest Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.
8. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:
 Move to approve the following:
WHEREAS, the Demarest Board of Education desires to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, effective 11/15, 2023 and, that such membership shall be for the period ending December 31, 2023 and each renewal, thereafter of the system, unless elects to formally withdraw from the system;
NOW, THEREFORE, BE IT RESOLVED, that the Demarest Board of Education and Antoinette Kelly are hereby authorized to execute the attached agreement for such membership.

9. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the following permitted appliances in classrooms for the 2023/2024 school year as follows, as recommended by the Chief School Administrator:

School	Location	Appliance	Rationale
Demarest Middle School	Room 136	refrigerator	Perishable supplies for science
Demarest Middle School	Room 136	microwave	Demonstrations of energy transfer and waves; on-demand hot water for experiments
Demarest Middle School	Room 102	microwave, refrigerator, toaster oven, blender	Special education classroom, functional skills, life skills curriculum
Demarest Middle School	Room 117	mini refrigerator	Perishable supplies for science

10. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to adopt the following resolution to acknowledge the service of Walter Gonzalez, as recommended by the Chief School Administrator:

WHEREAS, Walter Gonzales

dedicated his time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, his

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 Walter Gonzales in recognition of his 15 years of dedicated service to the Demarest Board of Education.

11. It was moved by Governale seconded by Choi and approved by unanimous roll call vote of those present to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities listed in the attached document for the various school facilities of the Demarest School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE, BE IT RESOLVED that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with the Department of Education requirements.

E. Support Services—Fiscal Management

1. It was moved by Verna seconded by Choi and approved by unanimous roll call vote of those present to confirm the October 2023 payrolls as follows, as recommended by the Chief School Administrator:

October 15, 2023	\$ 506,727.55
October 31, 2023	\$ 491,611.25

2. It was moved by Verna seconded by Choi and approved by unanimous roll call vote of those present to approve the November 14, 2023 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 420,304.24
20 Special Revenue Fund	\$ 9,510.70
21 Student Activity Fund	\$ 19,089.25
22 Athletic Fund	\$ 1,390.00
30 Capital Projects Fund	\$ 27,643.12
60 Cafeteria Fund	<u>\$ 36,170.50</u>
Total Bills:	\$ 514,107.81

3. It was moved by Verna seconded by Choi 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, 2023, 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 Verna seconded by Choi 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, 2023 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 Verna seconded by Choi and approved by unanimous roll call vote of those present to acknowledge receipt of the October 2023 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 Verna seconded by Choi and approved by unanimous roll call vote of those present to confirm the following budget transfer for October 2023, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-211-300	Attendance and Social Work-Contracted Services	615.27

11-000-270-390	Transportation Services-Purch Prof and Tech Services	609.00
11-105-100-101	Regular Programs-Preschool- Substitute Salaries	557.32
11-120-100-101	Regular Programs-Grades 1-5-Salaries	8,563.50
11-120-100-110	Regular Programs-Grades 1-5-Substitute Salaries	14,764.80
11-213-100-101	Resource Room-Salaries of Teachers	18,052.60

From:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-211-105	Attendance and Social Work-Regular Salaries	615.27
11-000-270-420	Transportation Services-Repair & Maintenance Services	609.00
11-110-100-101	Regular Programs-Kindergarten-Salaries	557.32
11-110-100-110	Regular Programs-Kindergarten-Substitute Salaries	10,000.00
11-130-100-110	Regular Programs-Grades 6-8-Substitute Salaries	13,328.30
11-213-100-106	Resource Room-Other Salaries for Instruction	18,052.60

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

None at this time.

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Verna, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 7:40 P.M.

Sincerely,

Michael Fox
Superintendent