

DEMAREST BOARD OF EDUCATION

REGULAR MEETING MINUTES

Luther Lee Emerson - Gymnasium
September 15, 2020
6:30 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.
Absent: None
Also present: Mr. Fox, Superintendent and Mr. Perez, 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 – Innisfree update
 - 2. Contracts – pre-school refunds
 - 3. Legal-CTA update
- 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 Verna, 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 Verna, seconded by Governale to reopen the Regular Meeting to the public at 7:01 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, Governale, Kirtane, Lee, Schliem, Verna, Holzberg.

Absent: None

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- August 18, 2020 COW and Regular Meeting Minutes
- August 18, 2020 Executive Meeting Minutes

VII. CORRESPONDENCE

A. None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg thanked Thomas Perez for his service as Business Administrator/Board Secretary and wished him well in his retirement.

IX. SUPERINTENDENT'S REPORT

A Superintendent Fox commented on the following:

- Thank you to Thomas Perez for his service to the district.
- Review of HIB self-assessment
- Re-opening of school. Very proud of staff.
- Will be making some modifications to improve instruction delivery.
- Regarding indoor facility use/DAA. Leaning to not allow.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Thanked the board for their support.
- Thanked the secretarial and custodial staff for their support.
- Each grade level has its own entrance and exit.
- Twenty five percent of students are remote.

B. Principal Mazzini reviewed the following:

- Thanked the board for their support.
- Thanked the custodial staff for their help in getting school ready.
- Each grade has its own entrance.
- Drop off and exit has been successful.
- Staff doing a fantastic job working with in class and virtual students simultaneously.
- Afternoons starting at 1:30 for students who need extra help or electives.
- Move to tri-mesters this year is very helpful.

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 Choi, 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 remainder of the 2020/2021 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.

- Caitlin Ross
- Louis Napolitano

2. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve administrative unpaid leave of absence, without benefits, for Dixie Nolan, first grade teacher, PCR 2010-030-200-00002, budget code 11-120-100-101-030-00-00, from August 31, 2020 to November 30, 2020, with a return to work date of December 1, 2020, as recommended by the Chief School Administrator.

3. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve Madison Bonavita, leave replacement for Dixie Nolan, first grade teacher, BA, Step 1, per diem, PCR 2010-030-200-00002, budget code 11-120-100-101-030-00-00, from August 31, 2020 through November 30, 2020, as recommended by the Chief School Administrator.

4. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve administrative unpaid leave of absence, without benefits, for Corrine Conti, fifth grade teacher, PCR 2050-040-200-00001, budget code 11-130-100-101-040-00-08, from August 31, 2020 to November 30, 2020, with a return to work date of December 1, 2020, as recommended by the Chief School Administrator.

5. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve Samuel Suhotliv, leave replacement for Corrine Conti, fifth grade teacher, BA, Step 1, per diem, PCR 2050-040-200-00001, budget code 11-130-100-101-040-00-08, from August 31, 2020 through November 30, 2020, as recommended by the Chief School Administrator.

6. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the following mentor/mentee, for the 2020/2021 school year, as recommended by the Chief School Administrator:

Mentor	Mentee
Christine Reynolds	Samuel Suhotliv
Lauren Licameli	Madison Bonavita

B. Instruction – Pupils/Programs

1. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domiciled tuition agreement with Neslihan Bakircioglu & Mehmet Kemal Bakircioglu (parents) for their children to attend kindergarten at an annual rate of \$19,071.00 and second grade at a rate of \$20,831.00 as non-residents, domicile pending, as recommended by the Chief School Administrator.

2. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domiciled tuition agreement with Madalena Aravosita & Kimon Skarlatos (parents) for their child to attend second grade at a rate of \$20,831.00 as non-residents, domicile pending, as recommended by the Chief School Administrator.

3. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the following contracts with Bergen County Special Services School District, Educational Enterprises Division for the 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1061686747	2x per week	\$13,200.00

4. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Joanne Werner, Susanne Calejari, Toby Murphy, Sunny Lew, and Christine Reynolds to provide home instruction for student 3242994944 for a total of 5 hours per week at a rate of \$33.00 per hour, beginning September 10, 2020 and continuing as needed.

C. Support Services – Staffing

1. It was moved by Schliem, seconded by Lee and approved by unanimous roll call vote of those present to approve the resignation of Jean Van Vliet, 1:1 aide at Luther Lee Emerson, effective August 30, 2020, as recommended by the Chief School Administrator.

2. It was moved by Schliem, seconded by Lee and approved by unanimous roll call vote of those present to approve the payment of accumulated sick time for Rochelle Weiss in the amount of \$4,500.00 as per Policy 1620, and as recommended by the Chief School Administrator.

3. It was moved by Schliem, seconded by Lee and approved by unanimous roll call vote of those present to approve Nikola Suric the Black Seal License stipend effective October 1, 2020, as recommended by the Chief School Administrator.

4. It was moved by Schliem, seconded by Lee and approved by unanimous roll call vote of those present to approve Nikola Suric the CDL P and S endorsements stipend effective October 1, 2020, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the first reading of Policy:

Policy/Regulation Number	Policy/Regulation Name
P1648.02	Remote Learning Options for Families

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

Group/Event	Date(s)Time(s)	Location
SAAC	12:30-3:30 On days school is in session for the 20/21 year	CRS Room I LLE APR DMS cafeteria

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to adopt the following district goals for the 2020/2021 school year, as recommended by the Chief School Administrator:

1. To prepare a plan for the Demarest School District which offers various ways of teaching in September (in-person and virtual) based upon the parameters set by the Department of Education.
To implement a plan and measure the successes and challenges of the plan and make changes when necessary.

4. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to adopt the following board goals for the 2020/2021 school year, as recommended by the Chief School Administrator:

1. To support the administration and staff in the implementation of a COVID plan to educate Demarest students.

5. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve shared service agreement with Region III transportation, for the 2020/2021 school year, as recommended by the Chief School Administrator.

6. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with the Northern Valley Consortium for the plan to upgrade the internet servicing the Demarest schools. The plan will upgrade the main internet pipe from 5GB to 10 GB and upgrade all V-lines to 1GB at a monthly cost of \$6,229.32, as recommended by the Chief School Administrator.

7. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2020/2021 school year, as recommended by the Chief School Administrator.

8. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following stipend positions for the 2020/2021 school year, as recommended by the Chief School Administrator:

Stipend	Total Amount	Name	Individual
Communications Coordinator	\$2,115.00	Toby Murphy	\$1,057.50
		Victoria Zimmerman	\$1,057.50
Teacher-in-Charge, CRS	\$7,037.00	Gina Long	\$7,037.00
Teacher-in-Charge, LLE	\$7,037.00	Sharon Dippolito	\$7,037.00
Website Coordinator	\$2,898.00	Victoria Zimmerman	\$2,898.00

9. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Deborah Trainor, Interim Business Administrator, at a rate of \$650.00 per day, two days per week effective October 5, 2020 through November 25, 2020, as recommended by the Chief School Administrator.

10. It was moved by Governale, 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:

WHEREAS, the Board of Education and the Demarest Education Association are parties of a collective negotiations agreement; and

WHEREAS, a Memorandum of Agreement was reached between the parties on August 31, 2020; and

WHEREAS, due to the ongoing COVID-19 Pandemic affecting the 2020/2021 school year, to accommodate the change in the schedule for the teacher workday during Phase One of the Restart Plan;

NOW THEREFORE BE IT RESOLVED, the following schedule is hereby acknowledged and the Parties agree as follows:

County Road School/Luther Lee Emerson School

Teachers due in: 8:00 am

Students will begin instruction at 8:20 am

Student in person dismissal begins at 12:20 pm

Teacher in person dismissal at 12:40 or when students have cleared the premises, whichever comes first

Student lunch (at home): 50 minutes
 Teacher lunch: 50 minutes
 End of student contact time: 3:00 pm

Demarest Middle School

Teachers due in: 8:00 am
 Students will begin instruction at 8:20 am
 Student in person dismissal begins at 12:30 pm
 Teacher in person dismissal at 12:45 or when students have cleared the premises, whichever comes first
 Student lunch (at home): 45 minutes
 Teacher lunch: 45 minutes
 End of student contact time: 3:05 pm

11. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve contract with Bergen County Special Services School District for provision of the hospital instruction for the 2020/2021 school year at a rate of \$65.00 per hour, as recommended by the Chief School Administrator.

12. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the revised 2020/2021 calendar, attached, as recommended by the Chief School Administrator.

13. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the submission of the school self-assessment for determining grades under the Anti-Bullying Bill of Rights for the 2019/2020 school year, as recommended by the Chief School Administrator.

14. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Nursing Plan for the 2020/2021 school year, 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 August 31, 2020 payroll in the amount of \$84,530.78.

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the September 15, 2020 payroll in the amount of \$399,005.41.

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the August 2020 in office checks in the amount of \$280,914.60 and September 15, 2020 budget checks in the amount of \$394,041.45 as follows:

* Schliem abstain on Staples check(s) 19856

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$569,745.76
12 Capital Outlay	\$ 35,965.00
20 Special Revenue Funds	\$ 5,295.29
40 Debt Service	\$ 63,950.00
Total Bills:	\$674,956.05

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

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of August 31, 2020, 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:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of August 31, 2020 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 Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the July 2020 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. 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 August 2020:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-219-580	CST Travel	\$ 405
11-000-261-610	Required Maintenance General Supplies	114,000
11-000-262-520	Custodial Insurance	2,030
12-000-261-730	Capital Outlay Non-Instructional Equipment	<u>10,350</u>
		\$ 126,785

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-219-890	CST Other Objects	\$ 405
11-190-100-610	Regular Instruction General Supplies	70,000
11-000-291-220	Employee Benefits Social Security	6,380
11-000-291-270	Employee Benefits Health Benefits	<u>50,000</u>
		\$126,785

F. Other

1. It was moved by Verna, seconded by Governale 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, October 13, 2020, 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.

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS/OLD BUSINESS

The board determined that indoor use of facilities, i.e.: gyms, will not be allowed this school year. Mr. Perez was directed to contact Mr. Dipple of the DAA regarding this decision.

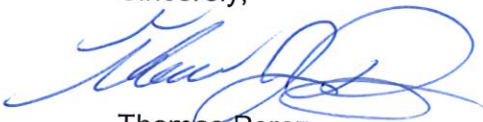
XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Verna, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:52 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary

