

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
September 16, 2025
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:45 pm.
- B. Present: Brillhart, Cantatore, Choi, Fein, Governale, Lee, Holzberg.
Absent: None
Also present: Dr. Cirillo 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. Student Discipline
- B. It was moved by Choi seconded by Lee 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 Fein, 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 Fein , 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 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, Fein, Governale, Lee, Holzberg.

Absent: None

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- August 26, 2025 COW and Regular Meeting Minutes
- August 26, 2025 Executive Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg welcomed everyone to the first official meeting of the school year. She noted that the PTO Back-to-School Blast was a great success and welcomed Dr. Cirillo.

IX. SUPERINTENDENT'S REPORT

A. Superintendent Cirillo thanked the board, administrators, and support team for all of their support. It is a pleasure to work in Demarest. He thanked Batool Panjwani and Lauren Schwartz, PTO co-presidents, for their efforts in putting together the Back-to-School Blast event. It was amazing to see. He is looking forward to Demarest Day, where we will have a booth this year.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- First day of school
- PTO Back-to-School Blast
- Facility news: new gym, new nurses' area, and new playground. Fire and burglar systems were replaced.
- Amazing skin cells with Dr. Sydoruk
- Fall sports
- Upcoming: Back-to-School night, DC parent trip meeting, PTO meetings, opening day for sports, bicycle safety, student council, picture day, no homework day, first Ruler lesson, Ryan's story

B. Principal Mazzini reviewed the following:

- Welcome back!
- CRS has newly painted rooms, new floors and a new CST office at LLE

- PTO Back-to-School Blast
- The How in Math
- Registration numbers at CRS and LLE
- Each school has an Rti committee
- Upcoming: picture day, preschool Me & My Dance, 4th grade career day and Halloween parades

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 Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teacher(s) for the remainder of the 2025/2026 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.

- Ana Solano
- Janice Levy
- Hannah Jung

2. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the employment of the following substitute teacher(s) for the remainder of the 2025/2026 school year, as recommended by the Chief School Administrator.

- Theresa Repole

B. Instruction – Pupils/Programs

1. It was moved by Brillhart, seconded by Lee 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 2025/2026 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
1181192291	Valley TIP Program	\$58,725.94	no	yes	9/1-6/30

2. It was moved by Brillhart, seconded by Lee 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	Month/Year	Grade/Group
Stop & Shop, Closter	October 2025	DMS LLD class
Demarest Farm, Hillsdale	October 2025	LLE LLD and ERI classes
Demarest Farm, Hillsdale	October 2025	DMS LLD and ERI classes

C. Support Services – Staffing

D. Support Services – Board of Education

1. It was moved by Choi, 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, in accordance with policy 7510, as recommended by the Chief School Administrator:

Event	Date(s) and time	Location
PTO Lunar New Year practice	1/29/26, 2/2/26, 2/4/26, 2/10/26, 2/12/26 4:15 PM - 5:00 PM	CRS APR
DAA Basketball	Saturday's 12/6/25 - 3/28/26 8:30 AM - 5:00 PM when school is in session	DMS new gymnasium
NVCC Workshop	10/8/25 8:00 AM - 3:00 PM	DMS old gymnasium

2. It was moved by Choi, 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
Nancy Mliczek	NJIDA 10/18/25 Virtual	250.00
Regina Rohn	NJIDA 10/18/25 Virtual	250.00

3. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve acceptance of the following Fiscal Year 2026 ESEA Consolidated Formula Sub-grant Allocations; Title IIA, Title III and Title IV, as recommended by the Chief School Administrator:

	Title IIA	Title III	Title III Immigrant	Title IV
Demarest	\$5,331.00	\$8,313.00	\$5,578.28	\$ 5,969.00
Holy Angels	\$3,600.00	\$ 0.00	\$ 210.72	\$ 4,031.00
Total	\$8,931.00	\$8,313.00	\$5,789.00	\$10,000.00

4. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve shared services agreement with Northern Valley Regional High School, for Behavioral Consultation Services, at a rate of \$30,601.00, for the 2025/2026 school year, 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 tuition agreement with the Alpine Board of Education for the 2025/2026 school year, plus the cost of related services, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide*	Transportation	Term
6108139882	DMS LLD program	44,105.00	No	No	9/1-6/30

6. It was moved by Choi, 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 2025/2026 school year, as recommended by the Chief School Administrator.
7. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the payment of accumulated sick time for Michael Fox for the maximum amount as per his contract and as per Policy 1620, as recommended by the Chief School Administrator.
8. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the payment for forty-one accumulated vacation days for Michael Fox as per his contract, as recommended by the Chief School Administrator.
9. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve Thomas Bauernschmidt of Tb Investigators, LLC as residency investigator for the Demarest Board of Education, at a rate of \$100.00 per hour, for the 2025/2026 school year, as recommended by the Chief School Administrator.
10. It was moved by Choi, 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 2025/2026 school year, in the amount of \$2,818.00 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, 2026 in order to ensure processing before the end of the fiscal year.

11. It was moved by Choi, 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 2025/2026 school year, in the amount of \$101,885.00 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, 2026 in order to ensure processing before the end of the fiscal year.

12. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to accept the Nursing Plan for the 2025/2026 school year, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

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

August 15, 2025	\$113,010.23
August 29, 2025	\$114,682.27

2. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve September 16, 2025, bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$674,384.30
20 Special Revenue Fund	\$ 94,504.44
21 Student Activity Fund	\$ 7,713.87
30 Capital Projects Fund	\$123,225.90
60 Cafeteria Fund	\$ 5,469.12
61 Laptop Account	<u>\$ 25,113.60</u>
Total Bills:	\$930,411.23

3. It was moved by Lee, 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:

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, 2025, 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 Lee, 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:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of July 31, 2025 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 Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge receipt of the July 2025 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 Lee, 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:

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, 2025, 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.

7. It was moved by Lee, 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:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of August 31, 2025 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 Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge receipt of the August 2025 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
9. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to confirm the following budget transfer for August 2025, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-100-566	Tuition Private Schools for the Disabled-In State	19,699.15
11-000-222-177	Media/Library Services-Salaries Technology Coordinator	3,863.42
11-000-230-339	General Administration-Other Professional Services	14,000.00
Total Transfers To		37,562.57

From:

Account Number	Description	Amount
11-000-100-562	Tuition to Other LEAs	19,699.15
11-000-251-590	Central Services-Other Professional Services	3,863.42
11-000-230-334	General Administration-Architect Services	14,000.00
Total Transfers From		37,562.57

10. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve change order #1 with Open Systems Integrators, for the Demarest Middle School Burglar Alarm System Replacement, at a cost of \$3,950.72 for additional work in the new gym addition recommended by the Chief School Administrator:
11. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve payment application #19, in the amount of \$120,299.90 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

Ms. Fein expressed concerns of children riding bicycles and scooters without helmets and riding e-bikes on the sidewalks. Suggests promoting safety awareness to the community and also at DMS and LLE back-to-school nights.

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Choi, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 8:00 P.M.

Sincerely,

A handwritten signature in black ink that reads "Antoinette Kelly". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Antoinette Kelly
Business Administrator and Board Secretary

