

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
August 27, 2024
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, Fein, Governale, Lee, Holzberg.
Absent: None
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 matters
- B. It was moved by Choi seconded by Brillhart 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 Cantatore 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 Choi , seconded by Cantatore 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 Choi, seconded by Governale and approved by unanimous voice vote of those present to approve:

- July 23, 2024 COW and Regular Meeting Minutes
- July 23, 2024 Executive Session Meeting Minutes

VII. CORRESPONDENCE

The board reviewed correspondence from the Borough's summer camp, thanking the board for the use of school buildings and support of their program.

VIII. BOARD PRESIDENT'S REPORT

Board President Holzberg noted that although it is good to see everyone it is sad to see summer pass. She attended the new teacher orientation.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox noted the following:

- The custodians worked in teams to get things accomplished this summer: flooring, grounds, and painting teams. The LLE media center was painted and the LLE APR got new flooring.
- The DMS construction is going well. They are getting ready to pour the slab soon. Most of the site work is done. The foreman has been doing a great job.
- There are three new staff members, two added staff, and one replacement.
- The 5th-grade scavenger hunt was yesterday at DMS.
- The PTO is holding a Back to School event on September 13th at LLE. There will be food trucks and activities for the families.
- Tomorrow is the opening day with training on Wednesday and Thursday. Next week the students will return to school on Tuesday.

X. COMMITTEE REPORTS

Board member Choi along with Ms. Stevens, Supervisor of Curriculum, Instruction and Assesment, gave a recap of the Curriculum Committee meeting. Most of the curriculum is being renewed with a few minor updates to ELA and math due to the updated New Jersey Student Learning Standards. There is a five-year revision of math which includes a focus on

math fact efficiency, and updated criteria to get into the advanced math track for DMS. ELA has added focus on basic phonic skills in the lower grades and integrates companion standards for history and science in middle school.

XI. OTHER REPORTS AND PRESENTATIONS

None at this time.

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

A. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to open the meeting to public comment.

B. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to close the meeting to public comment.

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following substitute teachers for the 2024/2025 school year, as recommended by the Chief School Administrator:

First Name	Last Name
Thomas	Carson
Jessica	Chodos
Francesca	Fanelli
Maria	Drummond
James	Gerbig
Amanda	Holsten
Brian	Jacobs
Rosemary	Kim
Neha	Kohli
Kelly	Lo Russo
Kevin	McCabe
Frank	Noviello
Laurie	Palagano
Diana	Pavlov
Theresa	Repole
Sarka	Ricci
Ava	Rinaldi
Paula	Schweitzer
Hande	Ureten
Cindy	Wolfer

2. It was moved by Fein, 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

2024/2025 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.

First Name	Last Name
Kavita	Mehta

- It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following mentees/mentors, for the 2024/2025 school year, as recommended by the Chief School Administrator:

Mentee	Mentor
Kaylee Babasade	Danielle Scheuring
Isabella Liguori	Julia Lefer

- It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following revision to resolution A.3. from the June 11, 2024 meeting, as recommended by the Chief School Administrator:

STIPEND	TOTAL AMOUNT	NAME	INDIVIDUAL
LLE Yearbook	2,795.00	Kathleen Forma Sara Chabera*	2,795.00

- It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve guide movement as follows for the 2024/2025 school year, as recommended by the Chief School Administrator:

Name	From	To
Andrew Lefer	MA+16	MA+32
Nancy Mliczek	MA+45	MA+60
Chris Nerkizian	MA+32	MA+45
Alexandria O'Hara	MA+32	MA+45
Caitlin Ross	BA	BA+32

B. Instruction – Pupils/Programs

- It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following contracts with the State of New Jersey Department of Human Services, Commission of the Blind and Visually Impaired for the 2024/2025 school year, as recommended by the Chief School Administrator:

Student ID	Level of Service	Cost
4538439360	Level 1	\$2,400.00
8491500919	Level 1	\$2,400.00
2273019823	Level 1	\$2,400.00

- It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve a non-domicile tuition agreement with Inna Fabrikant and Mehul Patel for their child to attend third grade for the 2024/2025 school year, at an annual rate of

\$19,333.00 each, as non-residents with domicile pending, 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 a non-domicile tuition agreement with Samantha Skollar for her children to attend first grade and third grade for the 2024/2025 school year, at an annual rate of \$19,333.00 each, as non-residents with domicile pending, as recommended by the Chief School Administrator.
4. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the adoption of the updated curriculum guides for the 2024/2025 school year, as recommended by the Chief School Administrator:

English
Mathematics

5. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the re-adoption of curriculum guides for the 2024/2025 school year, as recommended by the Chief School Administrator:

ESL
Library/Media
Comprehensive health
Science
Computer science design thinking
Social studies
Physical education
Visual performing arts
World languages

C. Support Services – Staffing

1. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the following, as recommended by the Chief School Administrator:

WHEREAS, the Superintendent is recommending the salary guide for its Instructional and Non-Instructional Aides for the 2023-2026 school years [attached](#) as Exhibit A; and

WHEREAS, the Superintendent is further recommending that the Board provide additional remuneration to Instructional and Non-Instructional Aides who demonstrated a long-term commitment to the School District by adopting a Service Milestone hourly increase also contained in Exhibit A;

NOW THEREFORE BE IT RESOLVED, that the Demarest Board of Education does hereby approve the Instructional and Non-instructional Aides' Salary Guide for the 2023-2026 school year including the Service Milestone hourly increase.

2. 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 paraprofessionals not to exceed 29 hours per week, according to the paraprofessional hourly guide, for the 2024/2025 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/Position	Staff Name	Step
LLE Classroom Aide	Tanya Daouphars	3
DMS Classroom Aide	Fianza Mehmeta	3

3. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the employment of the following paraprofessionals not to exceed 29 hours per week, according to the paraprofessional hourly guide for the 2024/2025 school year, as recommended by the Chief School Administrator:

School/Position	Staff	Step
CRS		
Classroom Aides P3 & P4		
	Shilpa Dhorajia	4
	Mary Kelly	9
	Alina Gonzalez	3
	Minsun Oh	6
	Laurie Palagano	7
	Sadete Istrefi	3
	Mirvete Pllana	1
	Jennifer Wingate	7
	Doreen Cerrone	8
	Rosemary Kim	8
	Bahrije Rama	3
	Patricia Higgins	6
	Lumnije Pllana	4
1:1 P3		
	Leslie Marotta 5304431775	14
Grades K-1		
Special Education Aides	Denise McVey	12
	Brenda Gensone	21
LLE		
1:1 Aides	Chung Chun 7001142991	7
Special Education Aides	Janice Roem	9
	Jaclyn Higgins	6
	Francesca Fanelli	6
DMS		
1:1 Aides		
	Yoon Jin Choi 9643398098	10
	Leslie Berkman 1909602897	19
Special Education Aides	Cindy Wolfer	7
	Tansee Lou	14
	Therese Fortunato	25
	Suzanne Weiss	21

	Clare Smith	7
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- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the following cafeteria staff to attend the Bergen Food Handler certification class on August 13, 2024 from 9:00 AM to 12:30 P.M. at their hourly rate, as recommended by the Chief School Administrator:

Charlotte Salamone
Michelle Andreasen
Jo Ann Martin
Rhoda Hernandez
Robert Fitzpatrick

- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to accept the resignation of Thomas Carson, paraprofessional aide at Luther Lee Emerson School, effective August 7, 2024, as recommended by the Chief School Administrator.
- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to accept the resignation of Ruya Caglar, paraprofessional aide at Luther Lee Emerson School, effective July 15, 2024, as recommended by the Chief School Administrator.
- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the following custodial reassignments for the 2024/2025 school year, as recommended by the Chief School Administrator:

Name	From	To
Aram Yakoubian	County Road School	Luther Lee Emerson School
Nusret Dasic	Luther Lee Emerson School	County Road School

D. Support Services – Board of Education

- It was moved by Lee seconded by Governale 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
Vikings FC (soccer)	9/3/24-10/15/24 4:00 PM - 7:30 PM	LLE fields
PTO Staff breakfast	8/27/24 set up 9:00 AM - 11:00 AM 8/28/24 6:45 AM - 8:30 AM	LLE APR
PTO Class parent meeting	9/16/24 3:05 PM- 4:30 PM	LLE APR
PTO Meeting	9/12/24, 1/9/24 8:30 AM - 10:00 AM	DMS STEM room or cafeteria
PTO Back to school blast	9/13/24 (rain date 9/27/24) 1:00 PM set up 4:00 PM - 7:00 PM	LLE playground and bathrooms
PTO Embroidery fundraiser event	9/24/24	LLE media center

	6:00 PM set up 7:00 PM -9:00 PM	
PTO Fall enrichment	9/16/24 - 11/22/24 (includes make up dates) 3:15 PM -4:30 PM	CRS, LLE and DMS rooms as available and agreed on
PTO Preschool me and my dance	10/10/24 3:15 PM set up 5:00PM -6:00 PM	CRS gymnasium
PTO 5th and 6th grade dance	11/15/24 3:15 PM set up 7:00 PM - 9:00 PM	DMS gymnasium
PTO LLE book fair	11/19 8:30 AM - 5:00 PM set up 11/20/24 8:30 AM - 5:00 PM 11/21/24 8:30 AM - 6:00 PM 11/22/24 8:00 AM - 1:00 PM clean up	LLE gymnasium
PTO Musical auditions	12/4/24 3:15 PM - 6:00 PM	DMS gymnasium, stage and music room
PTO Musical practices	1/8/25, 1/15/25, 1/22/25, 1/29/25, 2/5/25, 2/12/25, 2/26/25, 3/5/25 3:15 PM - 5:15 PM	DMS gymnasium, stage and music room
PTO Musical dress rehearsal and performance	3/10/25, 3/12/25, 3/17/25, 3/19/25 dress rehearsals 3:15 PM -6:00 PM 3/20/25-3/21/25 performance all day	DMS gymnasium, stage and music room
PTO Valentine's day event	2/14/25 7:30 AM - 8:15 AM	DMS courtyard

- It was moved by Lee seconded by Governale 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
Regina Rohn DMS Resource room	NJIDA	\$325.00*
Nancy Mliczek DMS Resource room	NJIDA virtual Saturday, October 19, 2024	\$190.00
Jessica Larkin DMS Resource room	NJIDA virtual Saturday, October 19, 2024	\$190.00

*modified from July 23, 2024 D.2.

- It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve district bus route 1-2025 for the 2024/2025 school year, as recommended by the Chief School Administrator.
- It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve submission of the school harassment, intimidation and bullying grade report self-assessment under the Anti-Bullying Bill of Rights for the 2023/2024 school year, as recommended by the Chief School Administrator.

5. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve the Demarest Mentoring Plan Statement of Assurance for the 2024/2025 school year, as recommended by the Chief School Administrator.
6. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve the Demarest Professional Development Plan Statement of Assurance for the 2024/2025 school year, as recommended by the Chief School Administrator.
7. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to acknowledge that the board accepts the results of the following HIB case numbers as discussed at their July 23, 2024 meeting, as recommended by the Chief School Administrator.

2324-10
2324-11
2324-12
2324-13
2324-14
2324-15
2324-16
2324-17

8. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve the agreement between the Demarest Board of Education and Bergen County Department of Health Services for the provision of non-public nursing services for the Academy of Holy Angels in Demarest, at a cost of \$1,493.10, as recommended by the Chief School Administrator.
9. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve the adoption of updated 457(b) plan effective 8/1/2024, as recommended by the Chief School Administrator.
10. It was moved by Lee seconded by Governale 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
Demarest Recreation Fall sports	9/3/24-11/24/24 Saturday and Sunday 8:30 AM - 3:00 PM	CRS and LLE fields

E. Support Services—Fiscal Management

1. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to confirm the July 2024 payrolls as follows, as recommended by the Chief School Administrator:

July 15	\$ 108,987.33
July 31	\$ 108,478.93

2. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to approve August 27, 2024 bill list as follows, as recommended by the Chief School Administrator:

3.

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 876,753.38
12 Capital Outlay	\$ 4,719.34
20 Special Revenue Fund	\$ 34,278.97
21 Student Activity Fund	\$ 300.00
30 Capital Projects Fund	\$ 1,334,073.11
60 Cafeteria Fund	\$ 4,991.28
61 Laptop Account	\$ 637.40
Total Bills:	\$ 2,255,753.48

3. It was moved by Cantatore seconded by Brillhart 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, 2024, 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 Cantatore seconded by Brillhart 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, 2024 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 Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to acknowledge receipt of the July 2024 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 Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to confirm the following budget transfer for July 2024, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-213-616	Health Services-General Supplies	1,904.92
11-000-218-390	Guidance Services-Other Purchased Prof. Services	1,052.61
11-000-219-440	Child Study Team-Copier lease	599.40
11-000-219-610	Child Study Team-General Supplies	267.28
11-000-222-177	Media/Library Services-Technology Coordinator Salary	773.96
11-000-230-104	Support Services-General Administration-Salaries	606.00
11-000-230-332	Support Services-General Administration-Auditing Services	639.00
11-000-261-105	Required Maintenance-Salaries	1,040.00
11-000-262-520	Custodial Services-Insurance	6,704.93

11-000-270-890	Student Transportation Services-Other Objects	500.00
11-204-100-610	Special Education-LLD-General Supplies	264.56
11-230-100-890	Basic Skills-Misc. Expenditures	348.00
To Transfers To		14,700.66

From:

Account Number	Description	Amount
11-000-251-610	Central Services-General Supplies	1,904.92
11-000-219-390	Child Study Team-Other Purchased Prof. Services	1,919.29
11-000-251-104	Central Services-Salaries	773.96
11-000-230-334	Support Services-General Administration-Architect Services	1,245.00
11-000-261-420	Required Maintenance-Repair and Maintenance	1,040.00
11-000-262-610	Custodial Services-General Supplies	6,704.93
11-000-270-610	Student Transportation Services-General Supplies	500.00
11-000-216-610	Speech/OT/PT and Related Services-General Supplies	264.56
11-230-100-610	Basic Skills-General Supplies	348.00
Total Transfers From		14,700.66

7. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to approve payment application #4, in the amount of \$653,973.60 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.
8. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to approve payment application #5, in the amount of \$651,054.99 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.
9. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to approve the purchase of cafeteria equipment from MAP Restaurant Supply, through Bid #HCESC-Cat-22-08. Effective Date 8/19/2022. Co-Op #34HUNCCP, in the amount of \$11,762.20, as recommended by the Chief School Administrator.
10. It was moved by Cantatore seconded by Brillhart and approved by unanimous roll call vote of those present to approve change order #3 with Daskal, LLC., for the Demarest Middle School Gymnasium, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator:

This change order is the result of additional work done to remove and infill previously unknown seepage pits.

Original contract contingency sum	\$250,000.00
Net change of previously authorized change orders	\$6,421.83
Contract contingency sum will be decreased by this change order in the amount of	\$20,136.48
New remaining contingency sum including this change order will be	\$223,441.69

Original contract sum was	\$7,161,000.00
Net change by previously authorized change orders	0.00

Contract sum prior to this change order	\$7,161,000.00
contract sum will be increased by this change order in the amount of	0.00
New contract sum including this change order will be	\$7,161,000.00

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

The board reviewed the PTO grant list requests.

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Choi, seconded by Brillhart and approved by unanimous voice vote to adjourn the meeting at 7:45 P.M.

Sincerely,



Antoinette Kelly
Business Administrator and Board Secretary