

DEMAREST BOARD OF EDUCATION
PUBLIC BUDGET & REGULAR SESSION MEETING MINUTES
County Road School – Media Center
APRIL 29, 2025
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 7:00 pm.
- B. Present: Brillhart, Cantatore, Governale, Lee, Holzberg.
Absent: Choi, Fein
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. Personnel
- B. It was moved by lee 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 Cantatore, seconded by Lee and approved by unanimous voice vote of those present to convene executive session at 7:05 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore , seconded by Lee to reopen the Regular Meeting to the public at 7:05 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, Governale, Lee, Holzberg.

Absent: Choi, Fein

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 Lee and approved by unanimous voice vote of those present to approve:

- March 11, 2025 COW Meeting Minutes
- March 11, 2025 Executive Meeting Minutes
- March 18, 2025 Preliminary Budget and Regular Meeting Minutes
- March 18, 2025 Executive Meeting Minutes
- March 20, 2025 Executive Meeting Minutes
- March 26, 2025 Executive Meeting Minutes
- March 27, 2025 Executive Meeting Minutes
- March 28, 2025 Executive Meeting Minutes
- March 31, 2025 Executive Meeting Minutes
- April 2, 2025 Executive Meeting Minutes
- April 8, 2025 Executive Meeting Minutes
- April 8, 2025 Special Meeting Minutes

VII. CORRESPONDENCE

The Board Secretary reviewed the correspondence regarding the Eid holiday with the board.

VIII. BOARD PRESIDENT'S REPORT

None at this time.

IX. SUPERINTENDENT'S REPORT

None at this time.

X. COMMITTEE REPORTS

The policy committee discussed the policy updates on tonight's agenda.

XI. PUBLIC BUDGET HEARING

1. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution:

WHEREAS, the final budget was presented to the public during a hearing held at the County Road School Library/Media Center at 130 County Road, Demarest NJ 07627 on April 29th, 2025.

WHEREAS, the Board of Education has now determined to make modifications to the tentative budget as follows:

Budget Line	Description	Tentative Budget	Final Budget	Change	Explanation
76320	Capital Reserve-Transfer to Capital Projects	\$1,000,000	\$1,125,000	\$125,000	Anticipated price increases for DMS Partial Roof Replacement
Total		\$1,000,000	\$1,125,000	\$125,000	

BE IT RESOLVED, that in consideration of the above the Board of Education of Demarest, upon the recommendation of the Chief School Administrator, hereby adopts the following final budget for the 2025/2026 school year:

General Fund	\$22,055,500
Special Revenue Fund	409,651
Debt Service Fund	611,700
Total Appropriations	\$23,076,851

BE IT FURTHER RESOLVED, that the General Fund tax levy of \$18,260,500 is approved to support General Fund Expenses and \$611,700 is approved to support the Debt Service Fund Expenses for the 2025/2026 school year.

BE IT FURTHER RESOLVED, that the budget is approved to include use of Enrollment Adjustment in the amount of \$521,729. The adjustment is intended for the addition of new staff members including salaries and benefits, equipment, and supplies and materials to support the increase in enrollment and to support the increase in health benefit costs. The needs identified in the use of Enrollment Adjustment must be completed by the end of the 2025/2026 budget year and will not be deferred or incrementally completed over a longer period of time; and BE IT FURTHER RESOLVED, that the budget is approved to include budgeted withdrawal from Maintenance Reserve in the amount of \$200,000 for required maintenance expenditures.

BE IT FURTHER RESOLVED, that the budget is approved to include budgeted withdrawal from Capital Reserve – Excess Cost and Other Capital Projects in the amount of \$1,125,000 for the following projects:

- Demarest Middle School Partial Roof Replacement
- Demarest Middle School Fire Alarm System Replacement
- Demarest Middle School Gym Addition
- Luther Lee Emerson School Cafeteria/APR Renovations

XII. OTHER REPORTS/PRESENTATIONS

None at this time.

XIII. REVIEW OF AGENDA

Board members review the items.

XIV. PUBLIC COMMENT (AGENDA ITEMS ONLY)

- A. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to open the meeting to public comment.
- B. The following attendees spoke:
 - Batool Panjwani, PTO Co-President request that the budget presentation be posted on the district website.
- C. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to close the meeting to public comment.

XV. ACTIONS

A. Instruction – Staffing

1. It was moved by Lee seconded by Governale 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 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.

Charlotte LoSchiavo Sagun
Christopher Lutz
Alessia Pansini
Yebon Kim

2. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve Jennifer Call, District ESL teacher, MA, Step 8, for the 2025/2026 school year, 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 request of Staff ID No.: 10312752 for paid sick leave from April 7, 2025 through June 20, 2025, unpaid FMLA from September 1, 2025 through November 21, 2025, extended unpaid leave November 24, 2025 through January 30, 2026, returning to work on February 2, 2026, as recommended by the Chief School Administrator.
4. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve the request of Staff ID No.:10312958 for paid sick leave from June 5, 2025 through June 20, 2025, unpaid FMLA from August 25, 2025 through November 14, 2025, extended unpaid leave November 17, 2025 through November 21, 2025, returning to work on November 24, 2025, 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 request of Staff ID No.: 10312861 for paid sick leave from August 27, 2025 through September 23, 2025, unpaid FMLA from September 15, 2025 through December 05, 2025, extended unpaid leave December 8, 2025 through June 24, 2026, returning to work on September 1, 2026, 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 accept the resignation of Kaylee Babasade, ELA teacher at the Demarest Middle School, effective June 30, 2025, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Cantatore 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
Montvale Lanes Montvale	June 2025	LLE and DMS ERI and LLD programs
Abmas Farm Wyckoff	June* 2025	LLE ERI/LLD programs

Ramapo College Mahwah	June 2025	Brainbusters
Turtle Back Zoo West Orange	June 2025	Third Grade
Liberty Science Center Jersey City	June 2025	Fourth Grade

*modified from February 11, 2025 B.1.

2. It was moved by Cantatore seconded by Lee and approved by unanimous roll call vote of those present to approve the [attached](#) spring track schedule, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to approve the following teachers as chaperones for the overnight student field trips in the amount of \$225.00 per person, per night, as recommended by the Chief School Administrator.

Washington DC
Elvia Acosta
Suzanne Calegari*
Andrew Cole
Sunny Lew
Hyewon Mohanram
Joseph Polvere
Carl Quillen
Sherri Rinckhoff
Vincent Romeo
Joanne Werner*
Jon Regan

*trip planner - additional \$225 stipend

2. It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to accept the resignation of Eunhwa Choi, paraprofessional at County Road School, effective March 21, 2025, as recommended by the Chief School Administrator.
3. It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to modify March 18, 2025 resolution C.2. as follows: It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to accept the resignation of Patricia Schweizer, Food Service Coordinator, effective April 30, 2025, as recommended by the Chief School Administrator.
4. It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to approve unpaid leave of absence for Staff ID No.: 10313072 from April 21, 2025 through May 9, 2025, as recommended by the Chief School Administrator.
5. It was moved by Governale seconded by Lee and approved by unanimous roll call vote of those present to approve the disengagement of employment of the following cafeteria staff, who will be moving to a contract under our Food Service Management Company, Pomptonian Inc., effective May 1, 2025, as recommended by the Chief School Administrator:

Robert Fitzpatrick
Charlotte Salamone
Lusi Icliyurek
Marcella Azilides
Margaret Meluso
Michelle Andreason
Rasim Ferati
Rhoda Hernandez
Aida Hernandez

D. Support Services – Board of Education

1. It was moved by Brillhart 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	6/18/25	LLE APR and gymnasium
Fourth-grade moving-up ceremony	10:30 AM - 3:30 PM	
PTO	May 8, 2025	DMS cafeteria
Meeting	8:30 AM - 10:00 AM	
PTO	June 3, 2025	DMS cafeteria
Meeting/breakfast	7:30 AM -10:30 AM	
PTO	September 12, 2025	LLE fields, playground and APR,
Back to School Blast	8:30 AM - 7:30 PM	bathrooms in corridor

2. It was moved by Brillhart 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
Kelly Stevens, Supervisor of Curriculum, Instruction, and Assessment Diane Holzberg, Board President Erica Canatore, Board Vice-President, Julie Fein, Board Member Antoinette Kelly, Business Administrator/Board Secretary, Superintendent	NJSBA Conference Atlantic City October 20 - 23, 2025	\$2,200.00
Frank Mazzini, Principal	NJASA Spring Leadership Conference May 14 - 15, 2025	\$250.00
Kelly Stevens Supervisor of Curriculum, Instruction, and Assessment	Brainspring Phonics First Level I Course Review - Self-Paced Virtual	\$159.00

3. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the eighth-grade graduation date of June 18, 2025, as recommended by the Chief School Administrator.

4. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the first reading of the following policies and regulations, as recommended by the Chief School Administrator:

5512 Harassment, Intimidation, or Bullying – Policy (M)
5533 Student Smoking – Policy & Regulation (M)
7441 Electronic Surveillance in School Buildings and on School Grounds Policy & Regulation (M)
9320 Cooperation with Law Enforcement Agencies - Policy and Regulation (M)
5111 Eligibility of Resident/Nonresident Students - Policy (M)
5516 Use of Electronic Communication Devices - Policy
5516 Use of Electronic Communication Devices - Regulation (NEW)
5701 Academic Integrity - Policy
8500 Food Services – Policy (M)
9163 Spectator Code of Conduct for Interscholastic Events – Policy (M) (NEW)
8110 Attendance Areas

5. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the second of two annual drills for bus riders for the 2024/2025 school year that was conducted as noted below, as per Administrative Code (NJAC 6A:27-11.2), as recommended by the Chief School Administrator:

School	Location	Date/time	Person conducting drill:
Demarest Middle School	courtyard	3/18/25	Mr. Regan, Principal
568 Piermont Rd		8:55 AM	Mr. Bolt, driver

6. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the following students to participate in the Work Based Learning (WBL) program for the 2024/2025 school year, as recommended by the Chief School Administrator:

Demarest Middle School	Luther Lee Emerson School	County Road School
Gabe Patnoi	Evan Ryu	Kiera Bianchi
Lauren Brolin	Olivia Ketchian-Coombs	Liliana Diaz
Sophie Conen		Zachary Rowan
Alex Collins		
Sadie Alfano		
Charli Goldstein		
Olivia Herz		
Isabel Sahraie		
Georgeena Gonedes		

7. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to acknowledge the results of the following HIB case numbers as discussed at the April 22, 2025 meeting, as recommended by the Chief School Administrator:

2425-36
2425-37
2425-38
2425-39
2425-40

8. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve cooperative agreement with TIPS, for services or other Cooperative Purchasing Agreements, for the 2025/2026 school year, as recommended by the Chief School Administrator.
9. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the Title IIA, III, III-Immigrant, and IV-Part A Consortium Memorandum of Agreement between the Northern Valley Regional High School Board of Education, as Lead Applicant, and the Demarest School District for the 2025-2026 school year.
10. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the payment of accumulated sick time for Cynthia Paspalas in the amount of \$4,500.00 as per Policy 1620, as recommended by the Chief School Administrator.
11. It was moved by Brillhart seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:
RESOLUTION TO CONTINUE MEMBERSHIP IN THE NORTHEAST BERGEN COUNTY SCHOOL BOARD INSURANCE GROUP
WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and;
WHEREAS, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;
WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;
WHEREAS, the Board of Education of Demarest has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;
NOW THEREFORE, be it resolved that the Board of Education of Demarest does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2025 to June 30, 2028.
BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;
BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Groups Bylaws and to deliver the same to the Executive Director.

E. Support Services—Fiscal Management

1. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to confirm the March 2025 payrolls as follows, as recommended by the Chief School Administrator:

March 14 \$564,747.39
March 31 \$501,701.87

2. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve March 31, 2025 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 804,403.07
12 Capital Outlay	\$ 295,000.00
20 Special Revenue Fund	\$ 28,679.96
21 Student Activity Fund	\$ 7,707.00
22 Athletic Fund	\$ 175.00
30 Capital Projects Fund	\$ 786,321.72
60 Cafeteria Fund	\$ 27,203.98
61 Laptop Account	\$ 11,438.40
Total Bills:	\$1,960,929.13

3. It was moved by Lee 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 March 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 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 March 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 Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the March 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 Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for March 2025, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-213-610	Health Services-Supplies	1,626.48
11-000-219-610	Child Study Team-Supplies	468.98
11-000-222-101	Media/Library Services-Salaries	129.00
11-000-230-339	Support Services-General Admin-Other Prof Services	2,112.00
11-000-261-420	Required Maintenance-Repair and Maintenance Services	7,000.00
11-000-266-610	Security-General Supplies	3,779.19

11-000-291-260	Employee Benefits-Workers Compensation Insurance	6,170.00
11-190-100-106	Regular Programs-Other Salaries for Instruction	195.09
11-204-100-101	LLD-Salary of Teacher	130.00
Total Transfers In		21,610.74

From:

Account Number	Description	Amount
11-000-211-300	Attendance and Social Work Services-Contracted Services	1,626.48
11-000-219-890	Child Study Team-Miscellaneous Expenditures	468.98
11-000-222-610	Media/Library Services-General Supplies	129.00
11-000-230-334	Support Services-General Admin.-Architect/Engineer Svcs	2,112.00
11-000-261-610	Required Maintenance-General Supplies	7,000.00
11-000-262-610	Custodial-General Supplies	3,779.19
11-000-291-241	Employee Benefits-PERS Contribution	6,170.00
11-190-100-580	Regular Programs-Travel	195.09
11-204-100-106	LLD Program-Other Salaries for Instruction	130.00
Total Transfers Out		21,610.74

7. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve change order #8 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: fin-tube radiators, locker rooms adjustment, eliminating overflow drains, canopy light changes, bathroom tile adjustment, gym office ceiling and basketball unites & divider changes

Original contract contingency sum	\$250,000.00
Net change of previously authorized change orders	\$161,936.58
Contract contingency sum will be decreased by this change order in the amount of	\$30,404.93
New remaining contingency sum including this change order will be	\$57,658.49

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

8. It was moved by Lee seconded by Governale and approved by unanimous roll call vote of those present to approve payment application #13, in the amount of \$424,029.73 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 Lee seconded by Governale and approved by unanimous roll call vote of those present to approve payment application #14, in the amount of \$351,261.40 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, 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 purchase of cafeteria tables from Corporate Source, TIPS cooperative # 231104 through Mitchell Furniture Systems, for Luther Lee Emerson School, in the amount of \$41,631.80, as recommended by the Chief School Administrator.

XVI. PUBLIC COMMENT

- D. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to open the meeting to public comment.
E. No one from the public spoke.
F. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to close the meeting to public comment.

XVII. NEW BUSINESS

None at this time.

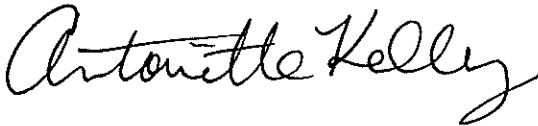
XVIII. EXECUTIVE SESSION

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

XIX. ADJOURNMENT

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

Sincerely,

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

Antoinette Kelly
Business Administrator and Board Secretary

