

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
May 20, 2025
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:00 pm.
- B. Present: Brillhart, Cantatore, Choi, Fein, Lee, Holzberg
Absent: Governale
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. Student discipline
 - 2. Personnel
- 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 Cantatore, seconded by Lee and approved by unanimous voice vote of those present to convene executive session at 6:55 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Choi , seconded by Lee 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, Choi, Fein, Lee, Holzberg.

Absent: Cantatore (left at 7PM), Governale

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

- April 22, 2025 Executive Meeting Minutes
- April 22, 2025 COW Meeting Minutes
- April 29, 2025 Executive Meeting Minutes
- April 29, 2025 Public Budget and Regular Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

Board President Holzberg noted that she enjoys this meeting because the board gets to honor the staff for achieving tenure. She congratulated all of the candidates and welcomed them to the Demarest family.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox reported on the following:

- Senior service started today
- DMS gym addition should be opened by mid-July
- The PTO 5K was a great event last Sunday
- Tonight is a great night. Thank you to all of the families of the staff who have earned tenure for joining us. Earning tenure is an intense four-year process. We know what you go through, and getting through the first four years is a serious process. Thank you for all of your hard work, and congratulations!

X. COMMITTEE REPORTS

None at this time.

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)

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 Brillhart and approved by unanimous roll call vote of those present to award tenure to Jennifer Manente, for the 2025/2026 school year, as recommended by the Chief School Administrator.
2. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to award tenure to Rocio Martinez, for the 2025/2026 school year, as recommended by the Chief School Administrator.
3. It was moved by Choi, seconded by Brillhart and approved by unanimous roll call vote of those present to award tenure to Mary Sullivan, for the 2025/2026 school year, as recommended by the Chief School Administrator.
4. It was moved by Lee, seconded by Brillhart and approved by unanimous roll call vote of those present to award tenure to Carly Trumbetti, for the 2025/2026 school year, as recommended by the Chief School Administrator.
5. It was moved by Holzberg, seconded by Lee and approved by unanimous roll call vote of those present to award tenure to Anna Nardone, for the 2025/2026 school year, as recommended by the Chief School Administrator.

It was moved by Choi, seconded by Brillhart and approved by unanimous roll call vote of those present to suspend the normal order of business at 7:15 PM.

It was moved by Choi, seconded by Brillhart and approved by unanimous roll call vote of those present to reinstate the normal order of business at 7:30 PM.

6. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Jessie Saravia, BA, Step 7, ELA Demarest Middle School teacher for 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.
7. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the request of Staff ID No.: 10312955 unpaid FMLA from August 27, 2025 through November 14, 2025, extended unpaid leave November 17, 2025 through November 26, 2025, returning to work on December 1, 2025, as recommended by the Chief School Administrator.
8. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to modify the February 11, 2025 A. 3 resolution, to approve the request of Staff ID No.: 10312746 extending employee's unpaid leave through June 30, 2025*, as recommended by the Chief School Administrator.
9. 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 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.

- Madelyn Marz
- Arianna Riley
- Bianca Sargente

10. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to accept the retirement of Gina Long, Basic Skill and ESL teacher at County Road School, effective December 1, 2025, as recommended by the Chief School Administrator.
11. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the resignation of Caitlin Ross, Science teacher at the Demarest Middle School, effective June 30, 2025, as recommended by the Chief School Administrator.
12. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the appointment of the following tenure teachers for the 2025/2026 school year, as recommended by the Chief School Administrator:

Last Name	First Name	Level	Step
Acosta	Elvia	MA	10
Amaya	Julia	BA	11
Appelblatt	Colleen	MA+60	14
Avillo	Alexandra	MA	11
Bajdechi	Gabriela	MA	14
Baldi	Alyssa	MA	6
Bermudez	Christie	BA	12
Borghi	Loretta	MA	19
Calegari	Suzanne	MA	19
Conti	Corinne	BA	14
DiMartini	Bridget	MA+32	19
Dippolito	Sharon	MA	19
Du Bois Spence	Danielle	MA	14
Duby	Deborah	MA	19
Epiphaniou	Dawn	MA+32	15
Erol	Kristen	MA	19
Feifer	Allison	MA+45	19
Ferraro	Laura	MA+16	11
Fine Glaser	Wendy	MA+32	12
Forma	Kathleen	MA+60	13
Garbatow	CarlyWen	MA+16	12
Geller	Janna	MA+60	19
Greenberg	Michelle	MA	19
Guirguis	Janet	MA	19
Harley	Tara	BA	13
Heffler	Wendy	BA	11
Hubener	Katelyn	MA	11
Karrenberg	Denise	BA	19
Kerber	Kristen	MA	11
Kim	Sarah	MA	11
Konight	Kristin	BA+16	19
Larkin	Jessica	MA	11
Lefer	Andrew	MA+16	13

Lefer	Julia	MA+16	12
Lew	Sunny	BA+32	19
Licameli	Lauren	MA+16	19
Long	Gina	MA+32	19
Magnifico	Lauren	MA	16
Manente	Jennifer	MA	5
Martinez+	Rocio	MA	19
McBride	Shannon	BA	9
McDermott	Karleen	MA	19
Mliczek	Nancy	MA+60	15
Mohanram	Hyewon	MA+16	7
Moran	Audrey	MA	7
Murphy	Toby	MA+16	19
Nerkizian	Chris	MA+32	19
O'Hara	Alexandria	MA+32	14
Peditto	Nicole	MA+45	7
Plescia	Alyssa	MA	10
Plunkett	Jennifer	MA	19
Polvere	Joseph	MA+60	15
Porto	Alison	MA (.625)	13
Quillen	Carol	MA+16	19
Raccioppi	Jessica	BA	7
Ricciutti	Ellen	MA+60	19
Rilli	Jennifer	MA	19
Rinckhoff	Sherri	MA	19
Rohn	Regina	BA+32	17
Scheuring	Danielle	MA+32	11
Schmitt	Kristen	MA+16	10
Stokes	Douglas	MA	19
Stokes	Sara	MA	19
Sullivan^	Mary	MA+45	18
Sydoruk	Paige	MA+60	17
Tiscornia	Kelly	MA	11
Trumbetti	Carly	MA	6
Urban	Heather	MA	15
Werner	Joanne	MA+16	19
Woods	Katherine	MA+16	7
Zemba	John	BA	19
Zimmerman	Victoria	BA	19

+effective date of tenure 10/12/2025

^effective date of tenure 03/02/2026

13. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the appointment of the following non-tenure teachers for the 2025/2026 school year, as recommended by the Chief School Administrator:

Last Name	First Name	Level	Step
Ahn	Gie Su	BA	9
Braunstein	Jodi	MA	4
Bruno	Kaitlyn	MA+16	9
Cole	Andrew	BA	17
Conover	Veronica	MA+60	6
D'Alessandro	Nicole	MA	2
DiPiazza	Lia	BA	5
Goldmuntz	Jennifer	MA	9

Heckel	Kathleen	BA	9
Liguori	Isabella	BA	2
Lopez	Abigail	MA	6
Mascarelli	Nicole	BA	4
Patel	Reena	MA+32	4
Rogan	Jacqueline	MA	5
Romeo	Vincent	MA	3
Sanborn	Mary	MA	9
Sumereau	Allison	BA	3

14. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the following stipend for FMLA coverage for staff ID# 10312746, from June 6, 2025 to June 30, 2025 as recommended by the Chief School Administrator:

STIPEND	TOTAL AMOUNT	NAME
Director of Special Education coverage	\$2,000.00	Kelly Stevens

15. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Michelle Toscano, MA, Step 8, Demarest Middle School Art teacher for 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.

B. Instruction – Pupils/Programs

1. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve attached fall 2025 athletic game schedules, as recommended by the Chief School Administrator:

[Boys Volleyball](#)
[Girls Volleyball](#)
[Soccer](#)

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 appointment of the following custodial and maintenance staff for the 2025/2026 school year, as recommended by the Chief School Administrator:

Last Name	First Name	Step
Bolt	Michael	S17
Cazimoski	Demir	S5
Desic	Izet	S9
Desic	Nusret	S6
Krkuti	Liridon	S10
Kuzmanovski	Vasil	S4
Mekhsian	Hrant	S14
Montuori, Jr.	John	S17
Redzepi*	Fitni	S15
Rosero-Villacres	Eddie	S17
Yakoubian	Aram	S14

* maintenance

2. It was moved by Choi seconded by Lee and approved by unanimous roll call vote of those present to approve the appointment of the following secretaries for the 2025/2026 school year, as recommended by the Chief School Administrator:

Last Name	First Name	Step
Hefter*	Patricia	S2
Koopaethes	Miriam	S16
Miller	Kari	S18
Piccini	Stephanie	S10
Rraci	Mirlinda	S5
Torre	Jeanne	S11

*10 Month Employee

3. 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 summer custodial/grounds staff at the hourly rate of \$16.50 effective on about June 1, 2025 through August 31st, 2025 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.

Ben Torres
Owen Shirey

D. Support Services – Board of Education

1. It was moved by Lee seconded by Brillhart 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 Volleyball Clinic	6/9/25-6/12/25 3:15-5:00	LLE gymnasium

2. It was moved by Lee seconded by Brillhart 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
Michael Fox Superintendent	NJASBO Conference Atlantic City June 3, 2025 - June 4, 2025	N/A

3. It was moved by Lee seconded by Brillhart 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

4. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to modify resolution January 21, 2025 D #11 as follows:
Move to accept the resignation for the purpose of retirement of Michael Fox, Superintendent, effective August 31, 2025*, as recommended by the Chief School Administrator.
5. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to approve the contract, for Antoinette Kelly, Board Secretary/School Business Administrator for the Demarest Board of Education, as approved by the Executive County Superintendent for the 2025/2026 school year, as recommended by the Chief School Administrator.
6. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to adopt the following resolution to acknowledge the service of Maureen Betz, as recommended by the Chief School Administrator:

WHEREAS, Maureen Betz dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

WHEREAS, her

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 Maureen Betz in recognition of her 28 years of dedicated service to the Demarest Board of Education.

7. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to approve the second and final 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

8. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Comprehensive Equity Plan for the 2025/2026 through 2027/2028 school years and the Statement of Assurance and authorize the submission of the proposed plan to the County Superintendent, as recommended by the Chief School Administrator.

9. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to approve Safety Care Training on July 30, 2025, at a rate of \$300.00 for the trainer and \$150.00 per person for the following attendees, as recommended by the Chief School Administrator:

Alyssa Plescia
Kristen Kerber
Deborah Duby
Lauren Licameli
Dawn Epiphanious
Frank Mazzini*

*no cost

10. It was moved by Lee seconded by Brillhart 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 Library	6/24/25, 7/8/25, 7/22/25, 8/12/25	CRS gymnasium
Music program for toddlers	9:15 AM - 12:30 AM	

11. It was moved by Lee seconded by Brillhart and approved by unanimous roll call vote of those present to approve the InSite Health for mental health services for the 2025/2026 school year, at a rate of \$9,898.00, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

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

April 11, 2025 \$521,038.10
April 30, 2025 \$508,178.32

2. It was moved by Fein seconded by Lee and approved by unanimous roll call vote of those present to approve May 20, 2025 bill list as follows, as recommended by the Chief School Administrator: Holzberg abstained to check # 2303

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$117,733.87
20 Special Revenue Fund	\$ 4,477.59
21 Student Activity Fund	\$ 19,376.44
30 Capital Projects Fund	\$ 6,696.00
60 Cafeteria Fund	<u>\$ 20,323.39</u>
Total Bills:	\$168,607.29

3. It was moved by Fein 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:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C. 6:20-2.13 (d), I, Antoinette Kelly, certify that as of April 30, 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 Fein 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:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of April 30, 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 Fein seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the April 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 Fein seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for April 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	618.59
11-000-216-320	Related Services-Purchased Prof. Services	30,000.00
11-000-221-580	Child Study Team-Travel	439.66
11-000-221-890	Child Study Team-Miscellaneous Expenditures	77.08
11-000-251-590	Central Services-Misc. Purchased Services	1,737.41
11-000-261-420	Required Maintenance-Repair and Maintenance Services	23,764.83
11-000-270-420	Student Transportation Services-Repair and Maintenance	426.00
Total Transfers In		57,063.57

From:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-213-104	Health Services-Regular Salaries	618.59
11-000-216-101	Related Services-Regular Salaries	12,920.00
11-000-216-320	Related Services - Purchased Professional Services	17,080.00
11-000-219-320	Child Study Team-Other Purchased Professional Services	516.74
11-000-251-610	Central Services-General Supplies	1,737.41
11-000-262-610	Custodial Services-General Supplies	23,764.83
11-000-270-610	Student Transportation Services-General Supplies	426.00
Total Transfers Out		57,063.57

7. It was moved by Fein seconded by Lee and approved by unanimous roll call vote of those present to approve payment application #15, in the amount of \$367,774.53 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 Fein seconded by Lee and approved by unanimous roll call vote of those present to approve VMG Group for partial roof replacement at Demarest Middle School, at a cost not to exceed \$471,000.00, for the 2025/2026 school year, Cooperative Roof Repairs, Replacement and Maintenance Bid #BC-BID-23-46 under the Master Service Contract #CK04-BERGEN and #11BeCCP, Resolution Number 1471-24, 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

The board discussed the RFT for architects and discussed hiring a construction management consulting firm for the 2025/2026 school year.

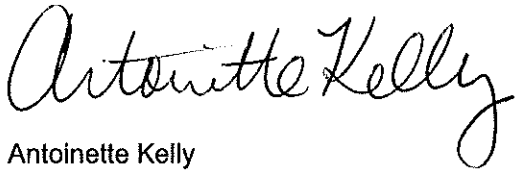
XVII. EXECUTIVE SESSION

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 7:55 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is written in black ink and is positioned above the printed name and title.

Antoinette Kelly
Business Administrator and Board Secretary

