

DEMAREST BOARD OF EDUCATION

COW and REGULAR MEETING AGENDA

County Road School – Media Center
December 16, 2025
7:00 P.M.

I. OPENING

- A. Meeting called to order.
- B. Roll Call

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into executive session for the following reasons:

- 1. Personnel

- B. Move 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. Move to enter executive session

III. REOPEN PUBLIC MEETING

- A. Move to reopen the Regular Meeting to the public.
- B. Board President's 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

V. ROLL CALL

VI. APPROVAL OF MINUTES OF THE MEETINGS

- November 11, 2025 COW and Regular Meeting Minutes
- November 11, 2025 Executive Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- Mr. Regan's Principal Report

XII. REVIEW OF AGENDA

- A. Board members review the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public comment limited to agenda items.
B. Public comment.
C. Move to close the meeting to public comment.

XIV. ACTIONS

A. Instruction – Staffing

1. Move to approve the provisional employment of Hannah Jung, BA, Step 1, Basic Skills teacher (.67 FTE) at County Road School/Luther Lee Emerson School from December 17, 2025 through 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.
2. Move to accept the resignation for the purpose of retirement for Carl Quillen, Science Teacher at the Demarest Middle School, effective June 30, 2026, as recommended by the Chief School Administrator.
3. Move to approve the following mentees/mentors, for the remainder of the 2025/2026 school year, as recommended by the Chief School Administrator.

Mentee	Mentor
Jessica Strassberg	Kristen Kerber
Hannah Jung	Alexandra Avillo

B. Instruction – Pupils/Programs

Move to approve the following field trip(s), as recommended by the Chief School Administrator:

Location	Month/Year	Grade/Group
Garden State Mall Paramus	December 2025	DMS LLD class
Closter Plaza Closter	December 2025	DMS LLD class
NJ Science Olympiad Regional Tournament Newark	January 2026	Science & Engineering Team
Palisades Mall Ice Skating Rink Nyack NY or American Dream Mall Ice Skating Rink East Rutherford	January 2026 evening	Student council and PTO collaboration for a schoolwide field trip for the families of the Demarest School District

C. Support Services – Staffing

D. Support Services – Board of Education

1. Move 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
Abigail Thibodeau School Social Worker	AEP Connections Introduction to Pathological Demand Avoidance Virtual	\$159.00
Anna Nardone CST Supervisor	Woodcock-Johnson Training Lodi January 15, 2026	\$157.00
Reena Patel School Psychologist	Woodcock-Johnson Training Lodi January 15, 2026	\$157.00
Wendy Glaser School Psychologist	Woodcock-Johnson Training Lodi January 15, 2026	\$157.00

2. Move to acknowledge that the board accepts the results of the following HIB cases as reported at the November 11, 2025 meeting, as recommended by the Chief School Administrator:

25/26-06
25/26-07
25/26-08

3. Move to approve the second reading and adoption of the following policies and regulations, as recommended by the Chief School Administrator:

0173 Duties of Public School Accountant – Bylaw

0174 Legal Services – Bylaw (M)

0177 Professional Services – Bylaw (M)
1570 Internal Controls – Policy & Regulation (M)
1620 Administrative Employment Contracts – Policy (M)
6111 Special Education Medicaid Initiative (SEMI) Program – Policy & Regulation (M)
6220 Budget Preparation – Policy (M)
6220 Budget Preparation – Regulation
1636.01 Notification of Promotion, New Job, and Transfer Opportunities – Policy (NEW)
2422 Statutory Curricular Requirements – Policy (M)
5339.01 Student Sun Protection – Policy (M) (NEW)

4. Move to approve a non-domicile tuition agreement with Mr. & Ms. Damski for their child to attend first grade for the 2025/2026 school year, at an annual rate of \$20,531.00, as non-residents with domicile pending, as recommended by the Chief School Administrator.
5. Move to adopt the following resolution, as recommended by the Chief School Administrator:
WHEREAS, Christen Governale 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 Christen Governale in recognition of her nine (9) years of dedicated service as a member of the Demarest Board of Education.
6. Move to approve Interstate Waste Management, as the district's solid waste and recycling management company, at a rate of \$12,468.00 for January 1, 2026, through December 31, 2026, with a 5-year renewable option, as recommended by the Chief School Administrator.
7. Move to approve shared services agreement with the Borough of Demarest for snow plowing/salting, vegetative and solid waste collection and recycling, and small equipment mechanical repair services, through December 31, 2025 and shared services agreement for snow plowing/salting and small equipment repair services from December 1, 2025 through June 30, 2026, as recommended by the Chief School Administrator.
8. Move to approve contract with InLine Heating and Air Conditioning, install new communication wire into the existing Honeywell System at Demarest Middle School for the boilers, at a cost of \$16,750.00, through cooperative MRESC Bid # ESCNJ 23/24-23. Bid Term 3/18/2024 – 3/17/2026, as recommended by the Chief School Administrator.
9. Move to approve lease with Atlantic for district-wide color copiers, with a 60-month lease at \$593.00 per month, starting January 1, 2026, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

1. Move to confirm the November payrolls as follows, as recommended by the Chief School Administrator:

November 14, 2025	\$ 547,870.19
November 26, 2025	\$ 530,646.13

2. Move to approve December 15, 2025 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$404,343.46
20 Special Revenue Fund	\$ 47,918.92
21 Student Activity Fund	\$ 2,493.00
22 Athletic Fund	\$ 678.00
30 Capital Projects Fund	\$ 66,876.19
60 Cafeteria Fund	<u>\$ 65,602.96</u>
Total Bills:	\$587,912.53

3. Move 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 November 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. Move 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 November 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. Move to acknowledge receipt of the November 2025 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
6. Move to confirm the following budget transfer for November 2025, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-252-580	Administrative Information Technology-Travel	610.00
11-105-100-101	Regular Programs-Pre-k Instruction-Salaries of Teachers	1,451.25
11-120-100-101	Regular Programs-Grades 1 to 5 -Salaries of Teachers	37,451.49
11-190-100-106	Regular Programs-Other Salaries for Instruction	16,472.91
11-190-100-340	Regular Programs-Instruction-Purchased Technical Services	6,560.00
11-204-100-110	LLD Program Substitute Salaries	135.00
11-213-100-110	Resource Room Program-Substitute Salaries	1,215.00
11-230-100-110	Basic Skills Program-Substitute Salaries	1,430.00
11-240-101-110	Bilingual Education Program-Substitute Salaries	135.00
12-000-230-730	General Administration-Office Equipment	8,926.02
Total Transfers In		74,386.67

From:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-252-610	Administrative Information Technology-General Supplies	610.00
11-110-100-101	Regular Programs-Kindergarten Instruction-Salaries of Teachers	1,451.25
11-130-100-101	Regular Programs-Grades 6 to 8-Salaries of Teachers	37,451.49
11-190-100-610	Regular Programs-Instruction-General Supplies	23,032.91

11-130-100-110	Regular Programs-Substitute Salaries Grades 6 to 8	2,915.00
11-000-230-334	General Administration-Architectural/Engineering Services	8,926.02
Total Transfers Out		74,386.67

7. Move to approve change order #11 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 a credit as a result of the remaining unused Geotechnical Allowance

Original contract sum was	\$7,161,000.00
Net change by previously authorized change orders	33,668.98
Contract sum prior to this change order	\$7,194,668.98
contract sum will be decreased by this change order in the amount of	(15,000.00)
New contract sum including this change order will be	\$7,179,668.98

8. Move to approve change order #3 with In-Line Heating & AC Company, for the Demarest Middle School UV/Boiler project, NJDOE Project # 1070-040-23-R501, as recommended by the Chief School Administrator:

This change order is documented as a result of materials and work required for the replacement of 3 control valves not part of the original scope.

In-Line quote P01039: Proposal to Change Out (3) Control Valves \$50,000.00
The original contract contingency sum was: \$50,000.00
The net change of previously authorized change orders: \$0.00
The contract contingency sum will be decreased by this change order in the amount of: \$50,000.00
The new remaining contingency sum including this change order will be: \$0.00

Original contract sum was	\$1,166,720.00
Net change by previously authorized change orders	(2,597.47)
Contract sum prior to this change order	\$1,164,122.53
contract sum will be decreased by this change order in the amount of	\$0.00
New contract sum including this change order will be	\$1,164,122.53

9. Move to approve the final payment application #3 for VMG Group, in the amount of \$16,973.50, for the partial roof replacement of Demarest Middle School, as recommended by the Chief School Administrator.

XV. PUBLIC COMMENT

- A. Move to open the meeting to public comment.
B. Move to close the meeting to public comment.

XVI. NEW BUSINESS

XVII. EXECUTIVE SESSION (if necessary)

- A. Move to enter the executive session to discuss personnel/legal matters/negotiations.
B. Move to close the executive session and reenter the public session.

XVIII. ADJOURNMENT

- A. Move to adjourn.