

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
July 11, 2023
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Brillhart, Cantatore, Governale, Verna, Holzberg.
Absent: Lee, Choi
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 Governale seconded by Cantatore 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 Verna 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 Cantatore, seconded by Verna 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, Verna, Holzberg.

Absent: Lee, Choi

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- June 13, 2023 COW and Regular Meeting Minutes
- June 13, 2023 Executive Session Meeting Minutes
- June 19, 2023 Special Meeting Minutes
- June 19, 2023 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

No report at this time.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox reported on the following:

- We are transitioning to a new district website.
- We received our NJSLA scores yesterday. The district performed very well.

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 Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following reassignments for the 2023/2024 school year, as recommended by the Chief School Administrator:

Staff	From	To
Jennifer Goldmuntz	LLD Teacher/DMS	ERI Teacher/LLE

2. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Allison Sumereau, BA, Step 1, LLD Teacher at Demarest Middle School, for the 2023/2024 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. 18A:6-7.7.
3. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the employment of Jessica Nunes, BA, Step 2, leave replacement for staff ID 10313039, preschool teacher at County Road School, from August 30, 2023 through December 1, 2023, 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 appointment of the following tenure teachers for the 2023/2024 school year, as recommended by the Chief School Administrator:

Name	Guide
Acosta, Elvia	MA S8
Amaya, Julia	BA S9
Appelblatt, Colleen	MA+60 S12
Avillo, Alexandra	MA S9
Bajdechi, Gabriela	MA S12
Betz, Maureen	MA S19
Borghi, Loretta	MA S19
Calegari, Suzanne	MA S18
Choman, Christie	BA S10
Conti, Corinne	BA S12
DiMartini, Bridget	MA+32 S18
DuBois Spence, Danielle	MA S12
Duby, Deborah	MA S19
Epiphaniou, Dawn	MA+32 S13
Erol, Kristen	MA S19
Feifer, Allison	MA+45 S19
Ferraro, Laura	MA+16 S9
Fine Glaser, Wendy	MA+32 S10
Forma, Kathleen	MA+60 S11

Garbatow, Carly	MA+16 S11
Geller, Janna	MA+60 S19
Gonzales, Walter	BA+16 S16
Greenberg, Michelle	MA S19
Gronek, Kristen	MA+16 S8
Guirguis, Janet	MA S18
Harley, Tara	BA S11
Heffler, Wendy	BA S9
Hubener, Katelyn	MA S9
Karrenberg, Denise	BA S19
Kerber, Kristen	MA S10
Kim, Sarah	MA S9
Konight, Kristin	BA+16 S19
Lefer, Andrew	MA+16 S11
Lefer, Julia	MA+16 S10
Lew, Sunny	BA+32 S19
Licameli, Lauren	MA+16 S19
Long, Gina	MA+32 S19
Magnifico, Lauren	MA S14
McBride, Shannon	BA S7
McDermott, Karleen	MA S19
Mliczek, Nancy	MA+45 S13
Mohanram, Hyewon	MA+16 S5
Moran, Audrey	MA S5
Murphy, Toby	MA+16 S18
Nerkizian, Chris	MA+32 S17
O'Connell, Sharon	MA S19
O'Hara, Alexandria	MA+32 S12
Paspalas, Cynthia	BA S19
Petri, Nicole	MA+32 S5
Picinich, Heather	MA S10
Plescia, Alyssa	MA S8
Plunkett, Jennifer	MA S19
Polvere, Joseph	MA+60 S13
Porto, Alison (.625)	.625 MA S11
Quillen, Carl	MA+16 S19

Ricciutti, Ellen	MA+60 S19
Rilli, Jennifer	MA S19
Rinckhoff, Sherri	MA S19
Rohn, Regina	BA+32 S15
Scheuring, Danielle	MA+32 S9
Schoepflin, Jessica	MA S9
Shaughnessy, Katherine	MA S5
Stokes, Douglas	MA S19
Stokes, Sara	MA S19
Sydoruk-Rebele, Paige	MA+60 S15
Tiscornia, Kelly	MA S9
Urban, Heather	MA S13
Werner, Joanne	MA+16 S19
Zemba, John	BA S19
Zimmerman, Tori	BA S19

5. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the appointment of the following non-tenure teachers for the 2023/2024 school year, as recommended by the Chief School Administrator:

Name	Guide
Ahn, Gie Su	BA S7
Baldi, Alyssa	MA S4
Bruno, Kaitlyn	MA S7
Chabora, Sara	BA S5
Feduska, Carly	MA S4
Iannello, Jennifer	MA S3
Main, Michael	MA S3
Martinez, Rocio	MA S19
Mascarelli, Nicole	BA S2
Patel, Reena	MA+32 S2
Raccioppi, Jessica	BA S5
Ross, Caitlin	BA S4
Sanborn, Mary	MA S7
Sullivan, Mary	MA+45 S16

6. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve notification of retirement for Walter Gonzales, physical

education/health teacher at Demarest Middle School, effective November 30, 2023, as recommended by the Chief School Administrator.

7. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the resignation of Christine Reynolds on June 27, 2023, Social Studies teacher at Demarest Middle School, as recommended by the Chief School Administrator.
8. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present approve Abigail Lopez, MA Step 4*, leave replacement for Heather Picinich, School Social Worker, for the 2023/2024 school year, as recommended by the Chief School Administrator.

*Modified from May 16, 2023

9. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present approve the provisional employment of Andrew Cole, BA, step 15, eight grade social studies teacher at Demarest Middle School, for the 2023/2024 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. 18A:6-7.7

B. Instruction – Pupils/Programs

1. It was moved by Governale, seconded by Brillhart 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 2023/2024 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
5019762465	Spectrum 360	\$87,684.65	yes	yes	9/1/23-6/30/24
7404253756	Sage Alliance	\$76,232.00	no	yes	6/26/23-6/30/24

2. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the following service fees through Northern Valley Region III, for the 2023/2024 school year, as recommended by the Chief School Administrator:

Service	Rate per session	Rate
Speech	\$62.00 30 minute session	\$450.00 per evaluation
OT or PT	\$62.00 30 minute session	\$450.00 per evaluation
ABA home consult	\$40.00 per hour	n/a
Behavioral Assessment	n/a	\$450.00 per evaluation
LDTC-Consult	n/a	\$450.00 per evaluation
Psychology Consult	n/a	\$450.00 per evaluation
Summer Enrichment Program	n/a	\$1,350.00
Summer Orton Reading Program	n/a	\$800.00

C. Support Services – Staffing

1. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Debra Rinaldi, Executive Secretary to the Superintendent, for the 2023/2024 school year, as recommended by the Chief School Administrator.
2. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Gina Peter, Payroll and Benefits Specialist/Bookkeeper, for the 2023/2024 school year, as recommended by the Chief School Administrator.
3. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Lisa Carson, Assistant to the Business Administrator, for the 2023/2024 school year, as recommended by the Chief School Administrator.
4. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Franklin Reynoso, Information Technology Coordinator, for the 2023/2024 school year, as recommended by the Chief School Administrator.
5. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to appoint Marilyn Stankiewicz as the District Lunch Program Coordinator/Food Service Manager at an hourly rate of \$39.26, for the 2023/2024 school year, not to exceed 29 hours per week, as recommended by the Chief School Administrator.
6. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the appointment of the following custodian and maintenance staff for the 2023/2024 school year, as recommended by the Chief School Administrator:

Name	Step
Bolt, Michael	17
Cabrera, Neilin	12
Cazimoski, Demir (.5)	3
Dervisi, Sami	7
Desic, Izet	7
Desic, Nusret	4
Kuzmanovski, Vasil	2
Mekhshian, Hrant	13
Montuori, John	15
Redzepi, Fitni*	13
Rosero-Villacres, Eddie Patricio	17
Yakoubian, Aram	12

*maintenance

7. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the appointment of the following secretaries for the 2023/2024 school year, as recommended by the Chief School Administrator:

Name	Step
Koopalethes, Miriam	14
Miller, Kari	16
Piccini, Stephanie	8
Rraci, Mirlinda	3
Torre, Jeanne	9

8. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve Sami Dervisi, custodian, to receive a longevity stipend after four years of service, in the amount of \$1,000.00 prorated, effective July 1, 2023, as recommended by the Chief School Administrator.
9. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the resignation of Hyunsun Kim, paraprofessional at Luther Lee Emerson School, effective July 3, 2023, as recommended by the Chief School Administrator.
10. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the following 1:1 aides for the Region III Summer Enrichment Program from July 5, 2023 Through July 31, 2023, from 8:30am to 11:30am, at their hourly rate, as recommended by the Chief School Administrator:

Staff	Step	SID
Leslie Berkman	18	5280100875
Patricia Hefter	8	7001142991

11. It was moved by Governale, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the agreement between the secretarial personnel and the Demarest Board of Education for the 2023/2024, 2024/2025, and 2025/2026 school years, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. It was moved by Cantatore, 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
Kelly Stevens	NJSBA conference	Group rate of \$2,200.00

Supervisor of Curriculum, Instruction and Assessment	October 2023	
Antoinette Kelly Business Administrator/Board Secretary	NJSBA conference October 2023	Group rate of \$2,200.00
Michael Fox Superintendent	NJSBA conference October 2023	Group rate of \$2,200.00
Diane Holzberg Board President	NJSBA conference October 2023	Group rate of \$2,200.00

2. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Jon Regan, Principal of Demarest Middle School, for the 2023/2024 school year, as recommended by the Chief School Administrator.
3. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Frank Mazzini, Principal of County Road School and Luther Lee Emerson School, for the 2023/2024 school year, as recommended by the Chief School Administrator.
4. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, for the 2023/2024 school year, as recommended by the Chief School Administrator.
5. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Anna Kuzdraj, Director of Special Education, for the 2023/2024 school year, 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 approve the Memorandum of Agreement with Resat Cazimoski, Building and Grounds Supervisor, for the 2023/2024 school year, as recommended by the Chief School Administrator.
7. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the IDEA grant and submission of the application, as recommended by the Chief School Administrator:

IDEA Basic Total Grant is	\$194,484.00
IDEA Basic Non-Public share	3,569.00
IDEA Basic Board share	\$190,915.00
IDEA Preschool Board share	\$11,784.00

8. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the agreement between the custodians/maintenance personnel and the Demarest Board of Education for the years 2023/2024, 2024/2025, and 2025/2026 school years, 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 Anna Kuzdraj as ESEA Coordinator for the 2023/2024 school year, 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 grant monies from the Demarest PTO for playground equipment at County Road School, in the amount of \$89,074.06, as recommended by the Chief School Administrator.
11. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve Michelle McMahon for Child Study Team evaluations, consulting, and planning/eligibility meetings for the 2023/2024 school year, as recommended by the Chief School Administrator.
12. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve Leslie Fishbein for Child Study Team evaluations, consulting and planning/eligibility meetings for the 2023/2024 school year, as recommended by the Chief School Administrator.
13. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Emergency Virtual Plan for the 2023/2024 school year, and its submittal to the NJ Commissioner of Education, as recommended by the Chief School Administrator.
14. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the Equivalency Waiver application for the Marshall Plan, effective 2023/2024 through 2025/26 school years, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

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

June 15, 2023	\$502,798.99
June 20, 2023	\$455,584.99
June 30, 2023	\$ 97,271.46

2. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the June 30, 2023 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$321,975.55
12 Capital Outlay	\$ 515.00
20 Special Revenue Fund	\$ 703.94
21 Student Activity Fund	\$ 1975.00
22 Athletic Fund	\$ 195.00
60 Cafeteria Fund	\$ 8,016.00
61 Laptop Fund	<u>\$ 1,384.74</u>
Total Bills:	\$334,765.23

3. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the July 11, 2023 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$210,309.17
Total Bills:	\$210,309.17

4. It was moved by Brillhart, 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 June 30 2023, 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.

5. It was moved by Brillhart, 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 June 30, 2023 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.

6. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge receipt of the June 2023 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
7. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to confirm the following budget transfers for June 30, 2023, as recommended by the Chief School Administrator:

To:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
11-105-100-101	PreSchool-Salaries of Teachers	1,266.97
11-150-100-101	Reg. Programs-Home Instruction Salaries of Teachers	115.66
11-000-240-440	School Administration-Other Purchased Services	134.54
11-000-251-110	Central Services- Other Salaries	2,500.00
11-000-261-420	Required Maintenance-Repairs and Maintenance	37,069.33
11-000-262-109	Custodial Services-Salaries	5,677.79
11-000-262-622	Custodial Services-Energy-Electricity	3,652.86

11-000-270-420	Transportation-Repair and Maintenance	1,095.62
11-000-270-513	Transportation-Contracted Services Between Home and School-Joint Agreements	1,553.18
11-000-270-515	Transportation-Contracted Services Special Ed Students-Joint Agreements	24,405.55
11-000-291-220	Employee Benefits-Social Security Contributions	2,571.99
11-000-291-220	Employee Benefits-Other Employee Benefits	32,914.93
12-120-100-730	Equipment-Grades 1 to 5	115,777.00

From:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
11-120-100-101	Reg. Programs-Grades 1 to 5 Salaries of Teachers	1,266.97
11-000-230-331	General Administration-Legal Services	3,500.00
11-000-261-610	Required Maintenance-General Supplies	30,613.16
11-000-262-610	Custodial Services-General Supplies	11,384.16
11-000-262-621	Custodial Services-Natural Gas	3,652.86
11-000-263-420	Grounds Services-Repair and Maintenance	19,179.09
11-000-270-160	Transportation-Salaries Between Home and School-Regular	1,181.56
11-000-270-162	Transportation-Salaries Other than Home	1,500.00
11-000-270-503	Transportation-In Lieu of NP Transportation	2,493.70
11-000-270-610	Transportation-Vehicle Supplies	2,000.00
11-000-270-890	Transportation-Other Objects/Miscellaneous	700.00
11-000-291-249	Employee Benefits- Other Retirement Contributions	12,247.33
11-000-291-250	Employee Benefits-Unemployment	12,156.02
11-000-291-270	Employee Benefits-Health Benefits	126,860.57

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

The board, led by Ms. Verna, discussed the importance of educating students about Juneteenth and possibly having Juneteenth off. Mr. Fox stated that a recommendation was to have a celebration and teaching day on that date instead. Juneteenth is not a mandated federal holiday. It was decided that a further discussion would be needed before the board can approve the school calendar for the 2024/2025 school year.

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Verna, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 7:30 P.M.

Sincerely,

A handwritten signature in blue ink that reads "Antoinette Kelly". The signature is written in a cursive, flowing style.

Antoinette Kelly
Business Administrator and Board Secretary

