

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
October 11, 2022
7:00 P.M.

I. OPENING

- A. The meeting was called to order by Vice-President Verna at 7:00 pm.
- B. Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna,
Absent: Holzberg
Also present: Mr. Fox/ Superintendent and Ms. Kelly Business Administrator/ Board Secretary

II. OPEN PUBLIC MEETING

- A. It was moved by Governale, seconded by Cantatore to reopen the Regular Meeting to the public at 7:00 P.M.
- B. Vice-President Verna read the following announcement:
The New Jersey Open Public Meetings Law was enacted to insure 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.

III. FLAG SALUTE

- A. Vice-President Verna led the flag salute.

IV. ROLL CALL

Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna,
Absent: Holzberg
Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary

V. 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:
 - September 13, 2022 COW Session Meeting Minutes
 - September 20, 2022 Regular Session Meeting Minutes

VI. CORRESPONDENCE

None at this time.

VII BOARD PRESIDENT'S REPORT

None at this time.

VIII. SUPERINTENDENT'S REPORT

Mr. Fox noted the following:

- CRS construction update - A screen was installed to block the HVAC unit on top of the roof . We are still working on the punchlist and getting very close to being done.
- We need to set a date for the ribbon cutting for the new addition. It will likely be in the morning.
- DMS science lab construction update - students are in the new lab. Windows will go in at the end of November. There is still a small punch list.
- Ms. Stevens will give the testing report this evening.
- We are in the process of picking out bollards that will go in front of CRS by the new addition and playground for security and safety reasons.
- Pre-school tuition increase to be discussed at next board meeting due to increase of salaries and health benefits due to the expansion of the program.
- Architect fees for DMS new gym.

IX. COMMITTEE REPORTS

None at this time.

X. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Week of respect.
- John Paul Gonzalez motivational speaker.
- Start strong assessment started today.
- Student council elections went well.
- Sports teams are having a great season.

B. Principal Mazzini reviewed the following:

- The 5K event was great.
- Brandon Lee Write was a speaker for both schools.
- Put together a committee to expand the playground along with the PTO. An initial meeting was held.
- Picture day and Halloween are coming up.

C. Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment reviewed the 2021/2022 testing results for the district.

XI. REVIEW OF AGENDA

A. Board members reviewed the items.

XII. PUBLIC COMMENT

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

XIII. ACTIONS

A. Instruction – Staffing

1. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to rescind offer of employment for Ronda Sowa substitute teacher for the 2022/2023 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 rescind the offer of employment for Angelena Shim substitute teacher for the 2022/2023 school year, as recommended by the Chief School Administrator.
3. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to rescind the offer of employment for Sung Shin substitute teacher for the 2022/2023 school year, as recommended by the Chief School Administrator.
4. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the resignation of Joseph Polvere as lunch room coordinator at Demarest Middle School effective September 28, 2022, as recommended by the Chief School Administrator.
5. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Christine Reynolds as lunch room coordinator at Demarest Middle School, effective October 6, 2022, prorated, as recommended by the Chief School Administrator.
6. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Nicole Petri and Katherine Shaughnessey as co-yearbook coordinators for Luther Lee Emerson School for the 2022/2023 school year, as recommended by the Chief School Administrator.
7. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve Laurie Palagano as substitute teacher for the remainder of the 2022/2023 school year, as recommended by the Chief School Administrator.
8. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for the 2022/2023 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.

Dounia Hamrani
Alexandra Gude

9. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the maternity leave request of Heather Picinich, district social worker, budget code 11-000-219-104-000-00-31, paid sick leave from August 30, 2022 through October 7, 2022 and unpaid FMLA/NJFLA and child rearing leave from October 10, 2022 through June 21, 2023, with return to work date of September 1, 2023, as recommended by the Chief School Administrator.
^modified from September 20, 2022 A.1.
10. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for the 2022/2023 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.
 - Victoria Roh

B. Instruction – Pupils/Programs

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

Location	Date	Grade/Group
Bronx Zoo	10/17 (rain date 21)	7th grade
Philadelphia, PA	6/1	7th

2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve contract #DemarestSoAud2261557 with Bergen County Special Services, for audiological services at a cost not to exceed \$940.00, for SID 1683624460, as recommended by the Chief School Administrator.
3. It was moved by Choi, seconded by Governale 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 2022/2023 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1:1 aide	Transportation	Term
9210424857	Valley Program	\$85,831	No	Yes	9/6-6/30

4. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the attached 2022/2023 athletic schedules, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Sung Shin, substitute paraprofessional aide, for the 2022/2023 school year, as recommended by the Chief School Administrator.
2. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following modifications, as recommended by the Chief School Administrator:

School/Position	Staff
CRS	
1:1 Aide	Cecilia Schreer 5165560470
LLE	
1:1 Aides	Thomas Carson 9967817250
	Dena Monopoli 1909502897

*modified from August 23, 2022 C.8.

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to establish petty cash fund for the 2022/2023 school year in accordance with the NJSA:18A:10-5, as follows and as recommended by the Chief School Administrator:
 - Student Activity Account \$200.00
2. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to acknowledge the SSDS report for the period January 1, 2022 -June 30, 2022, 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 approve the first reading of the following policies/regulations, as follows and as recommended by the Chief School Administrator:

P5512 Harassment, Intimidation and Bullying
4. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present the approve the following District Goals for the 2022/2023 school year, as recommended by the Chief School Administrator:
 1. As a result of the Covid-19 Pandemic, identifying gaps in learning will help determine the best support for students. Staff will implement practices that support learning for mastery by regularly analyzing data from benchmark and classroom assessments.
 2. Create an appropriately sized middle school gymnasium to support the health, wellness and athleticism of our student population.
5. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present the approve the following Board Goals for the 2022/2023 school year, as recommended by the Chief School Administrator:
 1. To successfully negotiate a new contract with the DEA, support staff and other administrators.
 2. To become familiar with financial statements and reports (including the audit, monthly statements, and budget).
6. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the 2022/2023 Safety and Security Plan, as recommended by the Chief School Administrator.
7. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve 2023/2024 budget calendar as attached, as recommended by the Chief School Administrator.
8. It was moved by Governale, seconded by Lee 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 2022/2023 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
2620011442	BCSS/ Washington	\$64,980.00	no	yes	9/1-6/30

E. Support Services – Fiscal Management

1. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following September 2022 payrolls as recommended by the Chief School Administrator:

September 15	\$474,812.71
September 30	\$460,360.78

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the September 2022 in office checks in the amount of \$204,785.04, October 11, 2022 budget checks in the amount of \$166,283.4711, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 293,436.51
12 Capital Outlay	\$ 125.00
20 Special Revenue Fund	\$ 7,064.88
21 Student Activity Fund	\$ 1,101.84
22 Athletic Fund	\$ 418.00
30 Capital Projects Fund	\$ 30,416.14
60 Cafeteria Fund	\$ 17,937.24
61 Laptop Fund	<u>\$ 20,568.90</u>
Total Bills:	\$ 371,068.51

3. It was moved by Cantatore, 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 September 30 ,2022, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds 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 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 September 30,2022 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 Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the September 30, 2022 Report of the Board

Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for September, 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-213-610	Health Services-General Supplies	1,328.65
11-000-218-610	Guidance-General Supplies	327.45
11-000-221-610	Improvement of Instruction Services-General Supplies	470.00
	Total	2,216.10

From:

Account Number	Description	Amount
11-000-213-110	Health Services-Other Salaries	1,328.65
11-000-218-105	Guidance-Secretarial Salaries	327.45
11-000-221-890	Improvement of Instruction Services-Other Objects	470.00
	Total	2,126.10

XIV. PUBLIC COMMENT

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

XV. NEW BUSINESS

None at this time.

XVI. EXECUTIVE SESSION

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

XVII. ADJOURNMENT

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

Sincerely,

A handwritten signature in black ink that reads "Antoinette Kelly". The signature is written in a cursive, flowing style with a large initial 'A'.

Antoinette Kelly
Business Administrator and Board Secretary