

DEMAREST BOARD OF EDUCATION

REORGANIZATION MEETING MINUTES

County Road School – Media Center
January 7, 2020
5:30 P.M.

I. OPENING

- A. The meeting was called to order at 5:30 by Board Secretary Perez as temporary chairman.
- B. The Board Secretary 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.
- C. Roll Call: Cantatore, Holzberg, Schliem
 Board Members Elect: Choi, Governale, Verna
 Absent: Governale, Lee
 Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/Board Secretary
- D. Board Secretary Perez led the flag salute.

II. ELECTION RESULTS ARE CERTIFIED BY THE BERGEN COUNTY CLERK

Election Results (3 year term):

Name	Vote tally
Sheila Verna	476
Christen Governale	433
Jennifer Choi	61

III. OATH ADMINISTERED TO ELECTED BOARD MEMBERS

Oath of office administered to Sheila Verna and Jennifer Choi.

IV. STATEMENT OF BOARD COMPOSITION FOR DEMAREST BOARD OF EDUCATION 2020:

Board Members	Term Expires
Jennifer Choi	2022
Christen Governale	2022
Sheila Verna	2022
Kyusoon Lee	2021
Laura Schliem	2021
Erica Cantatore	2020
Diane Holzberg	2020

V. ELECTION OF OFFICERS

A. Election of President

1. The Board Secretary called for nominations for President.
2. Board member Verna nominated Diane Holzberg for President. Board member Cantatore seconded the motion.
3. There were no other nominations.
4. Board Secretary cast one vote for Diane Holzberg for President.

B. Election of Vice President

1. President Holzberg called for nominations for Vice President.
2. Board member Cantatore nominated Sheila Verna for Vice President. Board member Choi seconded the nomination.
2. There were no other nominations.
3. Board Secretary cast one vote for Sheila Verna for Vice-President.

VI. REVIEW OF AGENDA

- A. Board members reviewed the items.

VIII. PUBLIC COMMENT

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

VIII. ACTIONS

1. It was moved by Choi, seconded by Verna and approved by unanimous roll call vote of those present to adopt the Code of Ethics for School Board Members (P.L. 2001, Chapter 178 C: 18A:12- 24.1) to abide by as follows:
 - a. I **will** uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
 - b. I **will** make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
 - c. I **will** confine my board action to policy making, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
 - d. I **will** carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
 - e. I **will** recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
 - f. I **will** refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
 - g. I **will** hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
 - h. I **will** vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
 - i. I **will** support and protect school personnel in proper performance of their duties.

- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

2. Doctrine of Necessity

It was moved by Schliem, seconded by Verna and approved by unanimous roll call vote of those present to approve the following item:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisor Opinion A3-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set fourth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so the reason that such action is necessary and specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so a set forth above; and

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the school Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting fourth that they are invoking the Doctrine. The reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that the Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

3. It was moved by Cantatore, seconded by Verna and approved by unanimous roll call vote of those present to approve the Bergen Record, and The Suburbanite, to be adopted as the official newspapers to be used for the advertisement of meetings, legal ads, and all other necessary public notifications, as recommended by the Chief School Administrator.
4. It was moved by Verna, seconded by Schliem and approved by unanimous roll call vote of those present to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians, as recommended by the Chief School Administrator.

5. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the Demarest Board of Education, recognizing that it is responsible for providing a thorough and efficient free public education for the children of this school district, and recognizing that this Board is a non-continuous body subject to annual renewal, adopt the written Bylaws, Policies and Regulations of the predecessor Board for its operation and the operation of the school district. It is understood that this Board, during its own life, may amend or repeal such Bylaws and Policies and adopt new Policies as it deems necessary, as recommended by the Chief School Administrator.
6. It was moved by Schliem, seconded by Verna and approved by unanimous roll call vote of those present to approve Thomas Perez School Business Administrator/Board Secretary, to serve as the Public Agency Compliance Officer (P.A.C.O.) for the Demarest Board of Education, as recommended by the Chief School Administrator.
7. It was moved by Cantatore, seconded by Verna and approved by unanimous roll call vote of those present to adopt the following resolution:

BE IT RESOLVED as follows:

a) In compliance with the Open Public Meetings Act, L. 1975, c.231, public meetings of the Demarest Board of Education for the 2020 Calendar Year are hereby set down. The meetings will commence at 6:30 P.M. for closed session with an anticipated public start time of 7:00 P.M., unless noted with a (+). The Board of Education may take action at any of their scheduled meetings.

DATE	SCHEDULED MEETING	SITE
January 7, 2020+	Reorganization Meeting (5:30 P.M.)	CRS
January 21, 2020	COW & Regular Meeting	LLE
February 11, 2020	COW & Regular Meeting	DMS
March 10, 2020	Preliminary Budget and COW	CRS
March 17, 2020	Regular Meeting	LLE
April 21, 2020+	COW Meeting (5:30 P.M.)	CRS
April 28, 2020	Public Budget Hearing and Regular Meeting	DMS
May 12, 2020	COW and Regular Meeting	LLE
June 16, 2020	COW and Regular Meeting	DMS
July 14, 2020	COW and Regular Meeting	CRS
August 18, 2020	COW and Regular Meeting	LLE
September 8, 2020	COW Meeting	DMS
September 15, 2020	Regular Meeting	CRS
October 13, 2020	COW and Regular Meeting	CRS
November 17, 2020	COW and Regular Meeting	LLE
December 15, 2020	COW and Regular Meeting	DMS
January 5, 2021+	Reorganization Meeting	CRS

+ Meeting times other than 6:30.
COW (Committee-of-the-Whole)

CRS – County Road School, 130 County Road
LLE – Luther Lee Emerson School, 15 Columbus Road
DMS – Demarest Middle School, 568 Piermont Road

b) Notice of the aforesaid meetings and of all other public meeting hereafter scheduled, whether rescheduled or additional meeting added, shall be given in accordance with the terms of said act by posting notices on the bulletin board in the front office of the Demarest Middle School, 568 Piermont Road, the District Website, and by filing same with the Borough Clerk and by furnishing same to *The Record* and *The Suburbanite*, newspapers which are hereby designated as having the greatest likelihood of informing the public of such meetings.

c) This resolution shall take effect immediately.

IX. OTHER BUSINESS

A. Discussion of Committee Assignments. Board President Holzberg requested that all members submit their top three choices for consideration before assigning members to committees.

B. No other matters were raised for discussion.

X. PUBLIC COMMENT

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

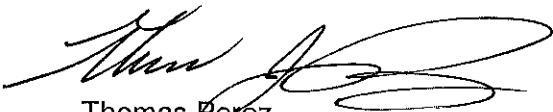
XI. EXECUTIVE SESSION

A. There was no motion to enter the Executive Session.

XII. ADJOURNMENT

A. It was moved by Verna, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 5:48 P.M.

Sincerely,



Thomas Perez
Business Administrator and Board Secretary