

**DEMAREST BOARD OF EDUCATION**  
**COW and REGULAR SESSION MEETING MINUTES**  
County Road School – Media Center  
September 24, 2024  
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Brillhart, Cantatore, Choi, Fein, Holzberg.  
Absent: Governale, Lee  
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. Personnel
  - 2. Student Discipline
  - 3. Legal
- 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 Choi, seconded by Brillhart and approved by unanimous voice vote of those present to convene executive session at 7:25 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Choi, seconded by Brillhart to reopen the Regular Meeting to the public at 7:25 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, Choi, Fein, Holzberg.

Absent: Governale, Lee

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

- August 27, 2024 COW and Regular Meeting Minutes
- August 27, 2024 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg  
No comments at this time.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox reported on the following"

- Back-to-school nights went well.
- Back-to-school blast event sponsored by the PTO was one of the best events we ever had. Over 700 people attended.
- The DMS construction project was delayed by paperwork to DCA. Concrete pour is expected on October 1st and steel on October 7th.
- DMS STEAM team will be competing at the NJSBA convention in October in Atlantic City.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Nancy Stern of Sousa and Stern reviewed the following with the board:

1. Review of Board Self-Evaluation.
2. Update 2023/2024 District Goals

**Goal:** Prepare for the New Jersey Quality Single Accountability Continuum (QSAC)

**Update:** The Administration has successfully completed the review of

QSAC. Demarest is a high-achieving district, a model of excellence.

**Goal:** Create an appropriately sized middle school gymnasium to support the health, wellness, and athleticism of our student population.

**Update:** Construction started in April 2024. It is on schedule to be completed by August/September 2025.

**Goal:** District staff will participate in a year-long training on the implementation of the Ruler program for social-emotional learning from the Yale Center for Emotional Intelligence. This program educates both staff and students. The 2023-2024 school year is year 1 of a three-year plan that includes implementation with students and the community.

**Update:** Year 1 training of staff went well. In the upcoming year, the district will start year 2 of the Ruler program.

3. Update 2023/2024 Board Goals

**Goal:** To support the Administration in the implementation of the Ruler program.

Strategies:

The Administration will update the Board throughout the year.

**Update:** The Board was given several updates during the year as to the progress of the Ruler program

**Goal:** To continue to review financial statements and reports

**Update:** The Board participated in several programs reviewing financial reports.

4. Setting of 2024/2025 District Goals

**Goal:** Create an appropriately sized middle school gymnasium to support the health, wellness, and athleticism of our student population.

**Goal:** District staff will continue to participate in the implementation of the Ruler program. The 2024-2025 school year is year 2 of a three-year plan that includes continued staff training and implementation with students.

5. Setting of 2024/2025 Board Goals

**Goal:** To continue to support the Administration in the implementation of the Ruler program.

Strategies:

The Administration will update the Board throughout the year.

**Goal:** To investigate what is needed to become a Certified Board

B. Principal Regan reviewed the following:

- Welcome back went well...
- Team building activities in gym class.
- Building Ferris wheels in STEM.
- Update on gymnasium construction.
- Back to school blast held by PTO was a tremendous success.
- Seventh-grade science experiment - new 'pet'.
- Soccer is underway as well as girls' volleyball.
- Upcoming events: student council elections, anti-bullying presentation for Week of Respect, Eighth graders visiting the high school, no homework night, second Ruler lesson.

C. Principal Mazzini reviewed the following:

- First day...
- Building upgrades at CRS and LLE.
- Back-to-school blast held by PTO...
- The 'how' in math.

- Enrollment in CRS is 216 and LLE has 221 students.
- Response to Intervention (Rtl) - each school has a committee that meets once a month. Teachers bring students forward who may be having trouble in various areas and the group brainstorms ways to assist.
- Upcoming events: picture days, preschool Me & My dance, fourth grade career day, Halloween parades.

XII. REVIEW OF AGENDA

- A. Board members reviewed the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

- A. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to open the meeting to public comment.
- B. There were no comments.
- C. It was moved by Canatore, seconded by Fein and approved by unanimous roll call vote of those present to close the meeting to public comment.

Board member Choi left the meeting at 8:05 PM

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the guide movement as follows for the 2024/2025 school year, as recommended by the Chief School Administrator:

Name	From	To
Kaitlyn Bruno	MA	MA+16

2. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following substitute teachers for the 2024/2025 school year, as recommended by the Chief School Administrator:

First Name	Last Name
Kyle	Bartus
Elena	Cami
Eitan	Ofeck
Dennis	O'Neil
Janice	Gil

3. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for 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.

First Name	Last Name
Duygu	Tulgar
Eleonora	Rubino

**B. Instruction – Pupils/Programs**

1. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following field trip(s), as recommended by the Chief School Administrator:

Location	Month/Year	Grade/Group
Demarest Farms, Hillsdale	October 2024	DMS LLD class LLE ERI and LLD classes
Stop & Shop, Closter	October 2024	DMS LLD class

**C. Support Services – Staffing**

1. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the resignation of Rosemary Kim, CRS paraprofessional, effective August 29, 2024, as recommended by the Chief School Administrator.
2. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the following custodial reassignments for the 2024/2025 school year, as recommended by the Chief School Administrator:

Name	From	To
Eddie Patricio Rosero-Villacres	Luther Lee Emerson (100%)	Luther Lee Emerson (50%) and County Road School (50%)
Demir Cazimoski	County Road School	Luther Lee Emerson School

3. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to approve the provisional employment of the following paraprofessional not to exceed 29 hours weekly, according to the paraprofessional hourly guide, for the remainder of the 2024/2025 school year, as recommended by the Chief School Administrator. Employment status would become effective upon the candidate's compliance with P.L. 1986, c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7:

School/Position	Staff	Step
CRS - Paraprofessional PK (classroom aide)	Jeong Kim	3

**D. Support Services – Board of Education**

1. It was moved by Fein, seconded by Cantatore 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
Boy Scouts Troop 20	Mondays as available 6:30 PM - 8:30 PM	DMS courtyard and partial cafeteria

2. It was moved by Fein, seconded by Cantatore 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
Julia Lefer	NJIDA conference October 19, 2024	\$190.00

3. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve shared services agreement with Northern Valley Regional High School, for Behavioral Consultation Services, at a rate of \$28,578.00, as recommended by the Chief School Administrator.
4. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the results of the New Jersey Quality Single Accountability Continuum (NJQSAC), as recommended by the Chief School Administrator:

NJQSAC Areas	Initial Placement (August, 2024)
Instruction and Program	83%
Fiscal Management	100%
Governance	100%
Operations	100%
Personnel	100%

5. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve and submit the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2024/2025 school year, as recommended by the Chief School Administrator.
6. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve agreement with West Bergen Mental Healthcare for mental health assessments and school clearances at a rate not to exceed \$400 per assessment, as recommended by the Chief School Administrator.
7. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with Bergen County for the provision of non-public IDEA services for the Academy of Holy Angels in Demarest, with a maximum allotment of \$12,672.00, as recommended by the Chief School Administrator.
8. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following non-public school technology agreement between the Demarest Board of Education and the Academy of Holy Angels for the 2024/2025 school year, in the amount of \$3,136, as recommended by the Chief School Administrator.

**Non-Public School Technology Initiative Agreement**

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Technology Initiative have been read and further certified that the pupils who will use the technology purchased under this program qualify under the guidelines. Specifically: a) It is understood that the equipment, supplies and materials purchased with the state aid funds are to be used solely for the purpose of enhancing the instructional process for nonpublic school students. The use of equipment, supplies, and materials purchased with state aid funds for

religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific technology needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All technology provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2025 in order to ensure processing before the end of the fiscal year.

9. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following non-public school security aid program between the Demarest Board of Education and the Academy of Holy Angels for the 2024/2025 school year, in the amount of **\$106,395** as recommended by the Chief School Administrator.

#### **Non-Public School Security Aid Program**

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Security Aid Program have been read and further certified that the Nonpublic School who will use the security services, technology and equipment purchased under this program qualify under the guidelines. Specifically: a) It is understood that the items purchased with the state aid funds are to be used solely for the purpose of enhancing the security of the faculty and the students of the nonpublic school. The use of equipment, supplies, and materials purchased with state aid funds for religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific security needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All security provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2025 in order to ensure processing before the end of the fiscal year.

10. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the first of two annual drill for bus riders for the 2024/2025 school year that was conducted as noted below, as per Administrative Code (NJAC 6A:27-11.2), as recommended by the Chief School Administrator:

School	Location	Date/time	Person conducting drill:
County Road School 130 County Road	in front of building	September 13, 2024 9:00 AM - 9:45 AM	Mr. Mazzini, Principal

11. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the disposal of broken and outdated 3-D printers at Demarest Middle School, as recommended by the Chief School Administrator:

Fixed asset number	Manufacturer
10096	Maker Bot
10097	Maker Bot
10099	Maker Bot
10015	Maker Bot
10014	Maker Bot
10013	Maker Bot
10012	Maker Bot
10011	Maker Bot
10010	Maker Bot

12. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to dispose of sixty four music textbooks, which are out of date, as recommended by the Chief School Administrator.
13. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the Nursing Plan for the 2024/2025 school year, as recommended by the Chief School Administrator.
14. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present 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, as recommended by the Chief School Administrator.
15. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve PTO grants, as attached, as recommended by the Chief School Administrator:  
County Road School  
Luther Lee Emerson School  
Demarest Middle School  
Child Study Team

16. It was moved by Fein, seconded by Cantatore 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 PTO Volleyball clinic (grades 6-8)	10/1/24, 10/8/24, 10/15/24, 10/22/24, 10/24/24	LLE gymnasium



17. It was moved by Fein, seconded by Cantatore and approved by unanimous roll call vote of those present to approve a Joint Transportation Agreement between the Demarest Board of Education and the Alpine Board of Education for the 2024/2025 School Year, 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 August 2024 payrolls as follows, as recommended by the Chief School Administrator:

August 15	\$ 123,974.13
August 30	\$ 104,065.16

2. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve September 24, 2024 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 741,096.62
20 Special Revenue Fund	\$ 99,555.50
21 Student Activity Fund	\$ 2,915.40
22 Athletic Fund	\$ 132.00
30 Capital Projects Fund	\$ 296,762.51
40 Debt Service Fund	\$ 22,250.00
60 Cafeteria Fund	\$ 7,505.77
61 Laptop Account	\$ 297.00
Total Bills:	\$1,170,514.80

3. 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 August 31, 2024, 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 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 August 31, 2024 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 Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to acknowledge receipt of the August 2024 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 Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to confirm the following budget transfer for August 2024, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-219-610	Child Study Team Supplies	138.93
11-000-221-104	Improvement of Instruction-Salaries Other Prof Staff	1,200.00
11-000-230-339	General Administration-Other Professional Services	65.81
11-190-100-640	Regular Programs-Instruction-Textbooks	475.08
12-000-261-730	Required Maintenance Non-Instructional Equipment	4,719.34
<b>Total Transfers To</b>		<b>6,599.16</b>

From:

Account Number	Description	Amount
11-000-219-890	Child Study Team Other Objects	138.93
11-000-221-102	Improvement of Instruction-Salary Supervisor of Instruction	641.92
11-000-221-890	Improvement of Instruction-Other Objects	558.08
11-000-230-890	General Administration-Other Objects	65.81
11-190-100-610	Regular Programs Instruction General Supplies	475.08
11-000-261-610	Required Maintenance General Supplies	4,719.34
<b>Total Transfers From</b>		<b>6,599.16</b>

7. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve payment application #6, in the amount of \$291,409.35 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 Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve a Maintenance Reserve Withdrawal in the amount of \$100,000.00 for the repairs and replacement of HVAC at County Road School and Luther Lee Emerson School as recommended by the Chief School Administrator.
9. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with In-Line Heating & Air Conditioning Company, for UV and boiler room pump replacement at Demarest Middle School, ESCNJ bid 23/24-24, in the amount of \$1,166,720.00, as recommended by the Chief School Administrator. The project is funded by ESSER III grant funds in the amount of \$167,476.00 and ROD grant funds at 40% of the cost.

#### XV. PUBLIC COMMENT

- A. It was moved by Cantatore, seconded by Brillhart and approved by unanimous roll call vote of those present to open the meeting to public comment.
- B. The following attendees spoke:
  - Councilman David Jiang, asked a question about the school districts' increase in budget and decrease in ranking.
- C. It was moved by Brillhart, seconded by Cantatore and approved by unanimous roll call vote of those present to close the meeting to public comment.

XVI. NEW BUSINESS

None at this time.

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Brillhart, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 8:30 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is written in black ink and has a long, sweeping tail that extends to the right.

Antoinette Kelly  
Business Administrator and Board Secretary

