

July DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
July 23, 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, Governale, Lee, Holzberg.
Absent: None
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. Legal
 - 3. Personnel
- B. It was moved by Brillhart seconded by Choi 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 Governale, 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, Governale, Lee, Holzberg.

Absent: None

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

- June 11, 2024 COW and Regular Meeting Minutes
- June 11, 2024 Executive Session Meeting Minutes

VII. CORRESPONDENCE

An email was received from a parent requesting an aftercare program for the district and to replace the rubber mulch at the CRS and LLE playgrounds.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg hopes that everyone is having a good summer.

IX. SUPERINTENDENT'S REPORT

Mr. Fox spoke about the construction of the Demarest Middle School gymnasium. The foundation was started and they are backfilling. They plan to start the blockwork before school begins. We also plan to move the construction fence closer into the site so that we have more room for the students to play on in September. The Clerk-of-the-works position is working out very well.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Kelly Stevens, Supervisor of Curriculum, Instruction, and Assessment reviewed the Access for ELL's report for 2023/2024.

B. Antoinette Kelly, Business Administrator/Board Secretary reviewed the results of the aftercare program proposal evaluations.

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 Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following stipend positions for the 2024/2025 school year, as recommended by the Chief School Administrator:

Stipend	Total Amount	Name	Individual
Orchestra Director	2,390	Heather Urban	2,390
Debate Team	2,390	Andrew Cole	2,390

2. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to accept the resignation of Sara Chabora, fourth-grade teacher at Luther Lee Emerson School, effective June 30, 2024, as recommended by the Chief School Administrator.
3. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Isabella Liguori, BA, Step 1, teacher at Luther Lee Emerson School, 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.
4. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve reduction in force of employee # 10313059 due to the elimination of the position for reasons of decreased enrollment, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve a non-domicile tuition agreement with Maria Kovalevski and Asaf Mentzer for their child to attend first grade for the 2024/2025 school year, at an annual rate of \$19,333.00 each, as non-residents with domicile pending, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the resignation of Samantha Conklin, paraprofessional at Luther Lee Emerson School, effective June 19, 2024, as recommended by the Chief School Administrator.
2. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the resignation of Ruya Caglar, paraprofessional at Luther Lee Emerson School, effective June 19, 2024, as recommended by the Chief School Administrator.
3. It was moved by Choi, seconded by Lee 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 1, 2024 through July 30, 2024 from 8:30 AM to 11:30 AM, as per the paraprofessional guide, as recommended by the Chief School Administrator.

Staff	Step	SID
Leslie Berkman	19	5280100875
Chung Yeon Chun	7	7001142991
Kaitlyn Bruno	13	5304431775

- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the employment of the following lunch aides not to exceed 29 hours per week, according to the aide's hourly guide for the 2024/2025 school year, as recommended by the Chief School Administrator:

County Road School	Luther Lee Emerson School	Demarest Middle School
Charlotte Salamone, step 3	Rhoda Hernandez, step 10	Michelle Andreasen, step 10
Marcy Azilides, step 9	Jo Ann Martin, step 24	Mary Jeanne Drescher, step 25
	Margaret Meluso, step 7	Robert Fitzpatrick, step 13
	Lusi Icliyurek, step 14	Rasim Ferati, step 11

- It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to modify June 11, 2024 resolution C.14. approving staff for summer curriculum mapping as follows:

Gabriela Bajdechi
Alyssa Baldi
Christie Choman
Deborah Duby
Dawn Epiphaniou
Allison Feifer
Tara Harley
Wendy Heffler
Julia Lefer
Sunny Lew
Lauren Licameil
Lauren Magnifico
Nancy Mliczek
Hyewon Mohanram
Toby Murphy
Jennifer Plunkett
Jacqueline Rogan
Danielle Scheuring
Jessica Larkin *

*added July 2024

D. Support Services – Board of Education

- It was moved by Lee, 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 Recreation Committee	9/3/24-6/19/25	LLE gymnasium

Men's basketball	Monday - Friday 7:00 PM - 10:00 PM as available based on school scheduling	
DAA and Travel basketball DAA indoor soccer	9/3/24-6/20/25 Monday - Friday 5:30 PM - 9:15 PM Saturday 8:30 AM - 5:15 PM as available based on school scheduling	LLE gymnasium and APR
DAA and Travel basketball DAA indoor soccer	9/3/24-6/20/25 Monday, Tuesday, Thursday and Friday 4:45 PM - 9:15 PM Wednesday 4:45-7:45 PM Saturday 8:30 AM - 5:15 PM as available based on school scheduling	DMS gymnasium

2. It was moved by Lee, 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
Christie Choman Resource Room at LLE	NJIDA Fall Conference October 19, 2024 Virtual	\$190.00
Regina Rohn	NJIDA Fall Conference October 19, 2024 Virtual	\$190.00

3. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve that the Demarest Board of Education resolves to refuse the ESEA Title I Part A funds allocated for the 2024 ESEA Fiscal Year grant, as recommended by the Chief School Administrator.
4. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve acceptance of the following Fiscal Year 2025 ESEA Consolidated Formula Sub-grant Allocations; Title IIA, Title III and Title IV, as recommended by the Chief School Administrator:

	Title IIA	Title III	Title III Immigrant	Title IV
Demarest	5,790.00	5,970.00	4,708.00	5,740.00
Holy Angels	4,297.00	0.00	0.00	4,260.00
Total	10,087.00	5,970.00	4,708.00	10,000.00

5. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following service fees through Northern Valley Region III, for the 2024/2025 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	\$1,375
Summer Orton Reading Program	n/a	\$800.00

6. It was moved by Lee, seconded by Cantatore 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	\$191,171.00
IDEA Basic Non-Public share	9,103.00
IDEA Basic Board share	\$182,068.00
IDEA Preschool Board share	\$11,500.00

7. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to accept a donation in the amount of \$5,530.00 from the County Road School Student Activity Fund to the Special Revenue Fund, for the purchase of classroom furniture, as recommended by the Chief School Administrator:
8. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the Emergency Virtual Plan for the 2024/2025 school year, and its submittal to the NJ Commissioner of Education, as recommended by the Chief School Administrator.
9. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve and submit the English Language Learner (ELL) three year plan for 2024-2027, as recommended by the Chief School Administrator.
10. It was moved by Lee, 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:

WHEREAS, the Demarest Board of Education (the "Board"), desires to procure a vendor to provide an after-school enrichment program; and

WHEREAS, the Demarest Parent Teacher Organization ("PTO") has agreed to assume control of, coordinate, and manage the enrichment program; and

WHEREAS, the Board sought informal quotations for a concession contract in accordance with N.J.A.C. 5:34-9.4(g)(1) as the total value of the contract is estimated to be below the bid threshold; and

WHEREAS, the Board received a proposal from MTF Childcare LLC; and

WHEREAS, MTF Childcare LLC has agreed to provide service in the manner specified by the Board and by the PTO; and

WHEREAS, MTF Childcare LLC shall indemnify the Board in connection with providing services; and

WHEREAS, there shall be no cost to the Board, as students will pay for the program directly through MTF Childcare LLC.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves a concession with MTF Childcare LLC to provide an enrichment program to students commencing September 1, 2024 through June 30, 2025.

BE IT FURTHER RESOLVED, that the Agreement between the PTO and MTF Childcare shall be in a form approved by the Board attorney.

BE IT FURTHER RESOLVED, that the concession may be renewed in accordance with the provisions of the Public School Contracts Law.

11. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve payment application #4 in the amount of \$653,973.60 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.
12. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the modification of June 11, 2024 resolution D.1. for request for facilities use, as recommended by the Chief School Administrator:

Event/Group	Date(s) and time	Location
Boy Scouts Troops 63 and 163	September 3, 2024 - June 30, 2025 Monday and Wednesday Thursday (when available and school is in session) 6:30 PM - 8:30 PM	CRS all-purpose room

13. It was moved by Lee, 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:

Demarest Recreation Commission Summer concerts	July 31, 2024 August 4, 7, and 28, 2024 4:00 PM - 10:30 PM as needed for rain	LLE gymnasium
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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 June 2024 payrolls as follows, as recommended by the Chief School Administrator:

June 14	\$ 539,752.54
June 20	\$ 501,561.86
June 30	\$ 101,527.49

2. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the July 23, 2024, bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 545,574.16
12 Capital Outlay	\$ 2,755,382.00
20 Special Revenue Fund	\$ 46,327.99
21 Student Activity Fund	\$ 8,447.90

22 Athletic Fund	\$	0.00
30 Capital Projects Fund	\$	218,191.75
60 Cafeteria Fund	\$	35,053.73
61 Laptop Account	\$	0.00
Total Bills:	\$	3,608,977.53

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 June 30, 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 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 June 30, 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 Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the June 30, 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 Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for June 30, 2024, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-211-300	Attendance & Social Work Services-Purch Prof Services	995.00
11-000-218-580	Guidance Services-Travel	50.00
11-000-219-440	Child Study Team-Copier Lease	21.85
11-000-261-330	Required Maintenance-Other Purch Prof Services	382.11
11-000-261-420	Required Maintenance-Repairs and Maintenance	2,068.48
11-000-263-420	Grounds-Repairs and Maintenance	253.65
11-000-291-220	Personnel Services-Social Security Contributions	11,781.27
11-000-291-290	Personnel Services-Other Employee Benefits	7,920.60
11-110-100-110	Regular Programs-Kindergarten Substitute Salaries	4,152.69
11-130-100-110	Regular Programs-Grades 6 to 8 Substitute Salaries	5,376.00
11-150-100-320	Regular Programs-Home Instruction-Purch Prof Services	300.00
11-000-270-420	Student Transportation-Repairs and Maintenance	1,077.62
11-000-270-515	Student Transportation-Spec Ed Transportation-Joint	5,151.82
Total Transfers In		39,531.09

From:

Account Number	Description	Amount
11-000-211-105	Attendance & Social Work Services- Reg Salaries	995.00
11-000-213-580	Health Services-Travel	50.00
11-000-219-390	Child Study Team-Other Purch Prof & Tech Services	21.85
11-000-261-610	Required Maintenance-General Supplies	2,450.59
11-000-263-110	Grounds-Salaries	253.65
11-000-291-241	Personnel Services-PERS Contributions	11,781.27
11-000-291-249	Personnel Services-DCRP Contributions	7,920.60
11-105-100-101	Regular Programs-Preschool Teacher Salaries	4,452.69
11-120-100-101	Regular Programs-Grade 1 to 5 Teacher Salaries	3,274.78
11-000-270-503	Student Transportation-Aid inLieu Payment for NP	1,077.62
11-000-270-512	Student Transportation-Other Than Btwn Home & School	5,151.82
11-105-100-110	Regular Programs- PreSchool Substitute Salaries	2,101.22
Total Transfers Out		39,531.09

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve change order #1 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 to document the additional work done for the relocation of the existing playground at no additional charge to the owner.

Original contract contingency sum	\$250,000.00
Net change of previously authorized change orders	0.00
Contract contingency sum will be decreased by this change order in the amount of	0.00
New remaining contingency sum including this change order will be	\$250,000.00

Original contract sum was	\$7,161,000.00
Net change by previously authorized change orders	0.00
Contract sum prior to this change order	\$7,161,000.00
contract sum will be increased by this change order in the amount of	0.00
New contract sum including this change order will be	\$7,161,000.00

8. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve change order #2 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 the result of additional work done to remove and infill previously unknown seepage pits.

Original contract contingency sum	\$250,000.00
Net change of previously authorized change orders	0.00
Contract contingency sum will be decreased by this change order in the amount of	\$6,421.83

New remaining contingency sum including this change order will be	\$243,578.17
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Original contract sum was	\$7,161,000.00
Net change by previously authorized change orders	0.00
Contract sum prior to this change order	\$7,161,000.00
contract sum will be increased by this change order in the amount of	0.00
New contract sum including this change order will be	\$7,161,000.00

9. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve AlphaBest Education , as the aftercare program provider for the 2024-2025 school year as recommended by the Chief School Administrator.

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

None at this time.

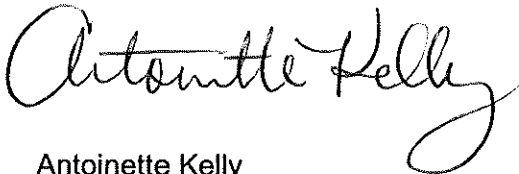
XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

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

Sincerely,



Antoinette Kelly
Business Administrator and Board Secretary