

DEMAREST BOARD OF EDUCATION

COW and REGULAR MEETING AGENDA

Luther Lee Emerson School – Media Center
October 13, 2020
6:30 P.M.

I. OPENING

- A. Meeting called to order.
- B. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg
Absent:
Also present: Mr. Fox, Superintendent and Ms. Trainor, Interim Business Administrator/
Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into Executive Session for the following reasons:
 - 1. Personnel - Retirement
 - 2. Legal- CTA
- B. Move 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. Move to enter Executive Session

III. REOPEN PUBLIC MEETING

- A. Move to reopen the Regular Meeting to the public.
- B. Board President's 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.

IV. FLAG SALUTE

V. ROLL CALL

A. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg

Absent:

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

- September 8, 2020 COW Session Meeting Minutes
- September 8, 2020 Executive Session Meeting Minutes
- September 15, 2020 Regular Session Meeting Minutes
- September 15, 2020 Executive Session Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- EI Associates - Review of proposed County Road School project
- Principal Reports

XII. REVIEW OF AGENDA

A. Board members review the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public comment limited to agenda items.
- B. Public comment.
- C. Move to close the meeting to public comment.

XIV. ACTIONS

A. Instruction – Staffing

B. Instruction – Pupils/Programs

1. Move to approve the following contracts with Bergen County Special Services School District, Educational Enterprises Division for the 2020/2021 school year, as recommended by the Chief School Administrator:

Student ID	Service	Cost
1683624460	2x per week	\$13,200.00

C. Support Services – Staffing

D. Support Services – Board of Education

1. Move to approve the SOA for the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2020/2021 school year, as recommended by the Chief School Administrator.
2. Move to approve acceptance of the following school bus emergency evacuation drills in compliance with NJAC 6A:27-11.2., as recommended by the Chief School Administrator:
 - A drill for fifth and sixth grade students at Demarest Middle School was conducted on September 29th and 30th, 2020 in the Middle School parking lot supervised by Principal Jon Regan.
3. Move to approve the School Safety and Security Plan Annual Review Statement of Assurance, for the 2020/2021 School Year, as recommended by the Chief School Administrator.
4. Move to approve the following resolution for submission of the Comprehensive Maintenance Plan to the Executive County Superintendent, as recommended by the Chief School Administrator:
WHEREAS, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and
WHEREAS, the required maintenance activities listed in the attached document for the various school facilities of the Demarest School District are consistent with these requirements, and
WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,
NOW THEREFORE, BE IT RESOLVED that the Demarest Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Demarest School District in compliance with the Department of Education requirements.
5. Move to approve the 2021/2022 Budget Development Schedule as attached, as recommended by the Chief School Administrator.
6. Move to approve agreement with X-Tel Communications, at a rate of \$1,013.95 per month from October 14, 2020 through October 14, 2023, as recommended by the Chief School Administrator.
7. Move to approve the employment of Deborah Trainor, Interim Business Administrator, at a rate of \$650.00 per day, two days per week effective October 5, 2020 through November 25, 2020, as approved by the State of New Jersey Department of Education and as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. Move to confirm the September 30, 2020 payroll in the amount of \$ 433,408.71.
2. Move to confirm October 15, 2020 payroll in the amount of \$454,238.15.
3. Move to approve the September 2020 in office checks in the amount of \$263,122.70 and October 13, 2020 budget checks in the amount of \$192,149.14 as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$452,041.05
12 Capital Outlay	\$ 515.00
20 Special Revenue Fund	\$ 2,715.79
Total Bills:	\$ 455,271.84

4. Move to approve the following resolution:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of September 30, 2020, 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.

5. Move to approve the following resolution:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of September 30, 2020 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. Move to acknowledge receipt of the August 2020 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

7. Move to confirm the following budget transfer for September 2020:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-216-101	Related Services Salaries	\$ 26,296
11-000-213-104	Health Services Salaries	2,486
11-000-218-104	Guidance Salaries Other Prof Staff	630
11-000-218-320	Guidance Purch Prof Ed Services	550
11-000-219-104	CST Salaries Other Prof Staff	8,573
11-105-100-101	Regular Instruction Pre-K Salaries	6,822
11-190-100-106	Regular Instruction Other Salaries	56,670
11-230-100-101	BSI Salaries	2,316
11-240-100-101	Bilingual Salaries	415
		\$ 104,758

<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-120-100-101	Regular Instruction Salaries Gr 1-5	\$ 38,335
11-000-218-390	Guidance Other Purch Prof & Tech Services	550
11-000-222-101	Educational Media Salaries	9,203
11-190-100-340	Regular Instruction Purchased Tech Services	56,670
		\$ 104,758

F. Other

1. Move to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in closed Executive Sessions on Tuesday November 17, 2020 at 6:30 P.M., if necessary, to discuss personnel, student and/or legal matters.

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the public at a future date.

XV. PUBLIC COMMENT

- A. Move to open the meeting to public comment.
- B. Move to close the meeting to public comment.

XVI. NEW BUSINESS

XVII. EXECUTIVE SESSION (if necessary)

- A. Move to enter the Executive Session to discuss personnel/legal matters/negotiations.
- B. Move to close the Executive Session and reenter the public session.

XVIII. ADJOURNMENT

- A. Move to adjourn.