

# DEMAREST BOARD OF EDUCATION

## COW and REGULAR MEETING AGENDA

County Road School – Media Center  
December 12, 2023  
7:00 P.M.

### I. OPENING

- A. Meeting called to order.
- B. Roll Call

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into executive session for the following reasons:
- 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 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

### V. ROLL CALL

### VI. APPROVAL OF MINUTES OF THE MEETINGS

- November 14, 2023 Executive Session Meeting Minutes
- November 14, 2023 COW and Regular Session Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- 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

1. Move to approve the provisional employment of Lily Glastein as a substitute teacher for the remainder of the 2023/2024 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.
2. Move to accept the resignation of Claudia DeRocco, leave replacement for Luther Lee Emerson School Staff ID#1000, effective November 16, 2023, as recommended by the Chief School Administrator.
3. Move to approve the provisional employment of Gabrielle DeLora, MA, Step 1, leave replacement for Luther Lee Emerson School Staff ID#1000, from December 18, 2023 through April 30, 2024, 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.

B. Instruction – Pupils/Programs

1. Move to approve the following field trips, as recommended by the Chief School Administrator:

Location	Date	Grade/Group
Fairview Lake Newton, NJ	5/1/24-5/3/24	6th grade

University Heights Newark	1/10/24	Science and Engineering Team
Meadowlands Environmental Center Lyndhurst	2/15/24	5th grade

C. Support Services – Staffing

1. Move to accept the resignation of Elisandra Lumaj, paraprofessional at County Road School, effective December 15, 2023, as recommended by the Chief School Administrator.
2. Move 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 2023/2024 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)	Sadete Istrefi	2

D. Support Services – Board of Education

1. Move 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
PTO Principal’s Challenge	Tuesdays 3/26/24-5/16/24 when school is open 3:05 PM-3:45 PM	CRS field and APR
PTO Principal’s Challenge	Tuesdays 3/26/24-5/16/24 when school is open 7:30 AM-8:10 AM	LLE field and gymnasium
PTO Principal’s Challenge	Wednesdays 3/27/24-5/15/24 (5/15 outside only) when school is open 3:05 PM-4:00 PM	DMS field and gymnasium
PTO 5K bag pick up	5/14/24-5/17/24 3:30 PM-9:00 PM	CRS cafeteria and blacktop
PTO 5K event	Sunday 5/19/24 5:00 AM-1:00 PM	CRS field, blacktop and gymnasium
PTO Lunar New Year practice	1/20/24, 1/29/24, 1/31/24, 2/1/24, 2/5/24, 2/6/24, 2/7/24, 2/8/24 4:20 PM - 5:00 PM 2/2/24 4:30 PM - 6:30 PM	CRS gymnasium

PTO Lunar New Year practice	1/12/24, 1/19/24, 1/26/24, 2/2/24 4:20 PM -5:15 PM	LLE gymnasium
Vikings	Monday - Friday 3/25/24-6/21/24 4:00 PM - 8:00 PM	LLE field
Vikings	Monday, Wednesday, Friday 3/25/24-6/21/24 4:00 PM - 8:00 PM	DMS field

- Move 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
Kelly Stevens Supervisor of Curriculum, Instruction and Assessment	Techspo/ NJASA Atlantic City NJ 1/24/24-1/26/24	\$540.00
Anna Kuzdraj Director of Special Education	Special Education Litigation/NJPSAFEA 2/14/24, 3/12/24, 5/3/24	\$435.00

- Move to accept a PTO grant in the amount of \$6,000.00 for special projects at County Road School and Luther Lee Emerson School, as recommended by the Chief School Administrator.
- Move to approve In-Line Air Conditioning Co., Inc. for HVAC repairs under ESCNJ # MRESC 19/20-13 Bid Term of 3/18/2020 - 3/17/2022 & ESCNJ # MRESC 19/20-13 EXTENSION Bid Term of 3/18/2023 - 3/17/2024, for the 2023/2024 school year, as recommended by the Chief School Administrator.
- Move to approve the acceptance of the following school bus emergency evacuation drill in compliance with NJAC 6A:27-11.2, as recommended by the Chief School Administrator:
  - A drill for transported students was conducted on December 5, 2023, at the Demarest Middle School on Northwood Avenue, supervised by Principal Regan.
- Move to approve the Safe Reopening Plan and submission to the New Jersey Department of Education for the January 1, 2024 - June 30, 2024 period, as recommended by the Chief School Administrator.
- Move to approve the following job descriptions, as recommended by the Chief School Administrator:

Gifted and Talented teacher
STEM teacher
Preschool Teacher

E. Support Services—Fiscal Management

1. Move to confirm the November payrolls as follows, as recommended by the Chief School Administrator:

November 15, 2023    \$513,729.48  
 November 30, 2023    \$496,937.03

2. Move to approve December 12, 2023 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 432,270.39
20 Special Revenue Fund	\$ 45,510.68
21 Student Activity Fund	\$ 4,831.00
22 Athletic Fund	\$ 330.00
30 Capital Projects Fund	\$ 21,000.80
60 Cafeteria Fund	<u>\$ 19,811.79</u>
Total Bills:	\$523,754.66

3. Move 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 November 30, 2023, 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. Move 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 November 30, 2023 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. Move to acknowledge receipt of the November 2023 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

6. Move to confirm the following budget transfer for November 2023, as recommended by the Chief School Administrator:

**To:**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-190-100-106	Regular Programs-Other Salaries for Instruction	13,000.00
11-000-211-300	Attendance & Social Work Services-Professional Services	5,000.00
11-000-217-106	Extraordinary Services-Salaries Aides	15,000.00

**From:**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-213-100-106	Resource Room-Other Salaries for Instruction	13,000.00

11-000-213-104	Health Services-Substitute Nurses	5,000.00
11-000-217-320	Extraordinary Services-Purchased Prof Services	15,000.00

7. Move to accept the ROD (Regular Operating District) grant for univents at Luther Lee Emerson School, at an amount not to exceed \$221,375.00, as recommended by the Chief School Administrator.
8. Move to accept the ROD (Regular Operating District) grant for univents and boiler pumps at Demarest Middle School, at an amount not to exceed \$1,651,280.00, as recommended by the Chief School Administrator.

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.