

# DEMAREST BOARD OF EDUCATION

## REORGANIZATION MEETING MINUTES

County Road School – Media Center  
January 7, 2019  
5:30 P.M.

### I. OPENING

A. The meeting was called to order at 5:31 by the board secretary as temporary chairman.

B. Board Secretaries 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, Governale, Holzberg, Kirtane, Verna

Board Members Elect: Lee, Schliem

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

D. Flag Salute

### II. ELECTION RESULTS ARE CERTIFIED BY THE BERGEN COUNTY CLERK

Election Results (3 year term):

Name	Vote tally
Kyusoon Lee	638
Laura Schliem	599
Tina Schweid	515
Theodoros Alevrontas	430

### III. OATH ADMINISTERED TO ELECTED BOARD MEMBERS

### IV. STATEMENT OF BOARD COMPOSITION FOR DEMAREST BOARD OF EDUCATION 2019

Board Members	Term Expires
Christen Governale	2019
Ammu Kirtane	2019
Sheila Verna	2019
Erica Cantatore	2020
Diane Holzberg	2020
Kyusoon Lee	2021
Laura Schliem	2021

### V. ELECTION OF OFFICERS

**A. Election of President**

1. Board Secretary called for nominations for President.
2. It was moved by Verna, seconded by Kirtane to nominate Diane Holzberg for President.
3. There were no other nominations.
4. Board Secretary cast one vote for Diane Holzberg for President.

**B. Election of Vice President**

1. Board President called for nominations for Vice President.
2. It was moved by Governale, seconded by Schliem to nominate Sheila Verna for Vice President.
3. There were no other nominations.
4. Board Secretary cast one vote for Sheila Verna for Vice President.

**VI. REVIEW OF AGENDA**

- A. Board members reviewed the items.

**VIII. PUBLIC COMMENT**

- A. It was moved by Verna, seconded by Kirtane and approved by voice vote of those present to open the meeting to public comment limited to agenda items.
- B. Steve Schliem thanked the board for serving again and congratulated Mr. Lee and Mrs. Schliem on being elected to the Board of Education.  
Mayor Iannuzzi wished good luck to the board.  
Board President Holzberg extended best wishes to the Mayor.
- C. It was moved by Governale, seconded by Verna and approved by voice vote of those present to close the meeting to public comment.

**VIII. ACTIONS**

1. It was moved by Lee, seconded by Governale 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 Kirtane 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 as 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 Governale, seconded by Kirtane 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 2019 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 (+) and will take place in the Media Center at County Road School, 130 County Road, Demarest, New Jersey. The Board of Education may take action at any of their scheduled meetings.

DATE	SCHEDULED MEETING
January 7, 2019+	Reorganization Meeting (5:30 P.M.)
January 22, 2019	COW & Regular Meeting
February 12, 2019	COW & Regular Meeting
March 12, 2019	Preliminary Budget/COW
March 19, 2019	Regular Meeting
April 9, 2019	COW Meeting
April 30, 2019	Public Budget Hearing/ Regular Meeting
May 14, 2019+	COW and Regular Meeting (5:30 P.M.)
June 18, 2019	COW and Regular Meeting
July 16, 2019	COW and Regular Meeting
August 20, 2019	COW and Regular Meeting
September 17, 2019	COW and Regular Meeting
October 15, 2019	COW and Regular Meeting
November 19, 2019	COW and Regular Meeting
December 17, 2019	COW and Regular Meeting

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

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) Any person who requests that individual notices of meetings be mailed to him/her shall prepay the sum of \$1.00 for each notice requested to cover the cost of preparing and mailing, provided however, that requests for such individual notices made by news media shall be granted without cost. Checks should be made payable to the Demarest Board of Education.

d) This resolution shall take effect immediately.

4. 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.
5. It was moved by Kirtane, seconded by Governale 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.
6. It was moved by Verna 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.
7. It was moved by Lee, seconded by Kirtane and approved by unanimous roll call vote of those present to approve that the Board must report annually at a public meeting exactly what types of permitted pupil records have been authorized in the Demarest School District as noted in Policy #8330, as recommended by the Chief School Administrator.
8. It was moved by Schliem, seconded by Kirtane 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.

IX. OTHER BUSINESS

- A. Discussion of Committee Assignments. Board President Holzberg will assign members to committees.
- B. Discussion of such other matters as may be introduced by the Board. No matters were raised.

X. PUBLIC COMMENT

- A. It was moved by Verna, seconded by Kirtane and approved by voice vote of those present to open the meeting to public discussion.
- B. There was no public discussion.
- C. It was moved by Kirtane, seconded by Verna and approved by voice vote of those present to close the meeting to public discussion.

XI. EXECUTIVE SESSION

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

XII. ADJOURNMENT

A. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote to adjourn the meeting at 5:42 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thomas Perez', with a large, sweeping flourish underneath.

Thomas Perez  
Business Administrator and Board Secretary