

DEMAREST BOARD OF EDUCATION

COW and REGULAR MEETING MINUTES

Luther Lee Emerson School – Gymnasium
October 12, 2021
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.
Absent: None
Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary
- C. President Holzberg read the following 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.

II. FLAG SALUTE

- A. President Holzberg led the flag salute.

III. ROLL CALL

Present: Cantatore, Choi, Governale, Lee, Schliem, Verna, Holzberg.
Absent: None
Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary

IV. APPROVAL OF MINUTES OF THE MEETINGS

- A. It was moved by Cantatore, seconded by Governale and approved by unanimous voice vote of those present to approve:
- September 14, 2021 COW Session Meeting Minutes
 - September 21, 2021 Regular Session Meeting Minutes
 - September 21, 2021 Executive Session Meeting Minutes

V. CORRESPONDENCE

None at this time.

VI. BOARD PRESIDENT'S REPORT

None at this time.

VII. SUPERINTENDENT'S REPORT

- A Superintendent Fox commented on the following:
- Update of County Road School addition project
 - Sports are underway at the Middle School. Attended soccer match.
 - Met with newly appointed Student Council
 - October professional development day
 - Ms. Stevens reviewed Easy CBM
 - Dr. Terzini Hollar invited Dr. Jonah Paquette to speak about living your best life and learning to appreciate what you have in life.

VII. COMMITTEE REPORTS

A. Mr. Lee gave a Building and Grounds report:

Summer 2021 projects throughout the district.

- 1) Replacement of Outer Front Entrance Doors at CRS done.
- 2) Replacement side doors closest to the woods at LLE done
- 3) Addition to CRS- Poured concrete footings, starting plumbing, pouring contract slab shortly. Hope to have steel completed by end of the month mid-November.
- 4) Direct Install Program through New Jersey's Clean Energy Program- LED Lighting is complete. RTUs are on back order. Partially funded by the program.
- 5) Bathroom Ventilation Project. Funded by ESSER II funds is complete.
- 6) Sound System at CRS and LLE-Done

Current year 21-22 projects

- 1) Dark Fiber Network- As part of the Northern Valley Consortium. In process. Have review the buildings to determine the layout of the outside fiber lines into the buildings.
- 2) Stage Lighting at DMS- In process.
- 3) Curb cut at LLE by Prescott and landscaping. To be paid for by the DPW.
- 4) Districtwide Security Camera Upgrade-ESSER III funds, Security Grant Funds, CRS Project funds.
- 5) Front Window at DMS. Window on Order.
- 6) Damage from Hurricane Ida-Replacing Boiler, Hot Water Heater, Compressor, Pre-k Playground, Ride on Mower, Floor Machines, ID Kiosk, flooring. We have filed with the Insurance company and have started an application with FEMA for reimbursement.

Possible projects for next year's budget and beyond:

- 1) Window Replacement-7th grade wing
- 2) Interior Doors-Districtwide
- 3) Replace Lockers-DMS
- 4) Replace carpet in library/small group instruction area
- 5) Alarm System-Districtwide
- 6) Uninvents-Districtwide

IX. OTHER REPORTS AND PRESENTATIONS

A. Principal Mazzini reviewed the following:

- Amazing start to the year.
- Held remote back to school night.
- Preparing for parent teacher conferences on Zoom.
- Had week of respect last week.
- Held a food drive for the community.
- Planning for Halloween parades at CRS and LLE

B. Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment reported on District wide testing:

- Dynamic Learning MAPS was spring 2021. ACCESS_ELL students also spring 2021.
- Strong Assessments will be issued within the next two weeks for grades 4-8 ELA and grade 6 science.

X. REVIEW OF AGENDA

A. Board members reviewed the items.

XI. PUBLIC COMMENT

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

XII. ACTIONS

A. Instruction – Staffing

1. Move to approve the provisional employment of the following, substitute teachers for the remainder of the 2021/2022 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. 18A:6-7.7.

- Songhee Lee

2. Move to rescind resolution XIV. A. 3. from the September 21, 2021 meeting for Sung Shin, as recommended by the Chief School Administrator.

B. Instruction – Pupils/Programs

1. Move to approve the following field trip(s), as recommended by the Chief School Administrator:

Location	Grade	Date
NVRHS	8	October 15, 2021

2. Move to approve non-domiciled tuition agreement with Harrington Park Board of Education for the 2021/2022 school year, plus the cost of related services, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1:1 Aide*	Transportation	Term
7742175049	DMS LLD	\$33,300.00*	No	No	71/-6/30

*modified from June 15, 2021 B.4.

3. Move to approve up to six hours of home instruction for student 3682760072 by Sara Chabora at a rate of \$45.00 per hour, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. Move to approve the provisional employment of the following, as substitute aide(s), step 1 on the aide salary guide, for the remainder of the 2021/2022 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. 18A:6-7.7.

- Destiny Gallo
- Sung Shin
- Diana Roxas-Alvarez

2. Move to accept the resignation of Zoe Weinstein, paraprofessional aide at CRS, effective November 20, 2021, as recommended by the Chief School Administrator.

3. Move to approve the provisional employment of Lady Mejia as lunch aide for the remainder of the 2021/2022 school year, effective October 18, 2021, Step 1 of the aide salary guide, 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. 18A:6-7.7.

D. Support Services – Board of Education

1. Move to approve the final reading and adoption of Policy(ies) and Regulation(s):

Policy/Regulation Number	Policy/Regulation Name
1648.13 P	School Employee Vaccination Requirements

2. Move to approve the first reading and adoption of Policy(ies) and Regulation(s):

Policy/Regulation Number	Policy/Regulation Name
2425 P	Emergency Virtual or Remote Instructional Program

3. Move to approve the Board Goals for the 2021/2022 school year, as recommended by the Chief School Administrator.

a. To support the administration and staff in implementation of The Road Forward.

4. Move to approve the District Goals for the 2021/2022 school year, as recommended by the Chief School Administrator.

- a. To create and implement The Road Forward, a plan to continue to educate the student populations during the student population during the COVID-19 Pandemic.
- b. To build and addition at County Road School to support large and small group instruction.

5. Move to approve the following request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Group/Event	Date(s)Time(s)	Location
PTO Book Fair	11/30-12/3 8:00-6:00	LLE Gym
	12/1-12/2 3:30-6:00	LLE blacktop area
	1/18-1/22 All day	DMS room 106 or other available space
Girl Scout Troop	10/15, 11/12, 12/10, 1/7, 2/11, 3/11, 4/8, 5/13, 6/10 3:15-4:45	LLE room 115 or available space
Mamanet NJ League/Demarest Wildcats Team	Wednesdays when school is open from October through June 8:00 P.M-10:00 P.M.	DMS gym

6. Move to approve acceptance of ARP ESSER funds as follows, as recommended by the Chief School Administrator:

ARP ESSER Non-Title I LEA	Accelerated Learning, Coaching and Educator Support	Evidence-Based Summer Learning and Enrichment Activities	Evidence-Based Comprehensive Beyond the School Day Activities	Mental Health Support Staffing	Total Allocation of ARP ESSER Funds
\$352,577.00	\$55,904.00	\$40,000.00	\$40,000.00	\$45,000.00	\$533,481.00

7. Move to approve Nursing Plan for the 2021/2022 school year, as recommended by the Chief School Administrator.

8. Move to approve contract with BCSSSD for public law 1977 chapters 192-193 for non-public students for the 2021/2022 school year, as recommended by the Chief School Administrator.

9. Move to approve Demarest School District's related service fees as follows, for the 2021/2022 school year, as recommended by the Chief School Administrator:

Service	Fee
40 minute individual ELL	\$50.00

10. Move to establish the following petty cash fund for the 2021/2022 school year in accordance with NJSA: 18A:10-5 as follows, as recommended by the Chief School Administrator:

- LLD classroom \$ 500.00

11. Move to approve district bedside/home instruction rate at \$45 for the 2021/2022 school year, as recommended by the Chief School Administrator.

12. Move to approve the Safe Reopening Plan and submission to the New Jersey Department of Education for the 2021/2022 school year, as recommended by the Chief School Administrator.

13. 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.

14. Move to approve 2022/2023 budget calendar, as attached, as recommended by the Chief School Administrator.

E. Support Services – Fiscal Management

1. Move to confirm the September 15, 2021 payroll in the amount of \$436,223.11, as recommended by the Chief School Administrator.

2. Move to confirm September 30, 2021 payroll in the amount of \$432,239.69, as recommended by the Chief School Administrator.

3. Move to approve the September 2021 in office checks in the amount of \$195,397.19 and October 12, 2021 budget checks in the amount of \$383,052.82, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$462,110.80
12 Capital Outlay	\$ 18,287.00
20 Special Revenue Fund	\$ 689.20
30 Capital Projects Fund	<u>\$ 97,363.01</u>
Total Bills:	\$ 578,450.01

4. 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 August 31, 2021, 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, 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, 2021, 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 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

7. Move to confirm the following budget transfer for September 2021, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-218-104	Guidance-Salaries	49.01
11-000-219-104	Child Study Team-Salaries	7,094.65
11-000-219-390	Child Study Team-Other Purch Prof. Services	900.13
11-000-219-890	Child Study Team-Other Objects	994.92
11-000-221-320	Improv. Of Instruction-Purch Prof. Ed. Services	2,108.00
11-000-252-340	Information Technology-Purch. Tech. Services	3,563.70
11-000-310-106	Food Service-Salaries	67,841.21
12-120-100-730	Equipment Grades 1-5	2,679.00
12-130-100-730	Equipment Grades 6-8	2,679.00

From:

Account Number	Description	Amount
11-000-218-390	Guidance-Other Purchased Services	49.01
11-000-219-320	Child Study Team-Purch Prof. Services	8,989.70
11-000-221-610	Improv. Of Instruction-Supplies and Materials	2,108.00
11-000-252-610	Information Technology-Supplies and Materials	3,563.70
11-000-262-107	Custodial-Non-Instructional Aides salaries	6,830.81
11-000-291-250	Unemployment Compensation	34,000.00
11-190-100-610	Regular Programs-General Supplies	5,358.00
11-190-100-640	Regular Programs-Textbooks	27,010.40

8. Move to approve purchase of Monarch security cameras through the PEPPM cooperative under Contract# 528897-284 for a total of \$126,893.78, as recommended by the Chief School Administrator.

F. Other

1. It was moved by Verna, seconded by Governale and approved by unanimous voice vote of those present to adopt the following resolution:

BE IT RESOLVED THAT the Demarest Board of Education will convene in a closed Executive Session on Tuesday, November 16, 2021, 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.

XIII. PUBLIC COMMENT

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

XIV. NEW BUSINESS

None at this time.

XVII. EXECUTIVE SESSION

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

XV. ADJOURNMENT

A. It was moved by Verna, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:27 P.M.

Sincerely,

A handwritten signature in black ink that reads "Antoinette Kelly". The signature is written in a cursive, flowing style.

Antoinette Kelly
Business Administrator and Board Secretary