

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
November 15, 2022
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, Governale, Lee, Verna, 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. Negotiations
 - 2. Legal
 - 3. Student matter - discipline
- B. It was moved by Cantatore seconded by Governale 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 Verna, seconded by Cantatore and approved by unanimous voice vote of those present to convene executive session at 7:00 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore , seconded by Governale to reopen the Regular Meeting to the public at 7:00 P.M.

B. 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.

IV. FLAG SALUTE

A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna, 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 Verna, seconded by Cantatore and approved by unanimous voice vote of those present to approve:

- October 11, 2022 COW and Regular Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg noted that while at the NJASBO conference she attended Kelly Stevens' presentation and was very impressed with it.

IX. SUPERINTENDENT'S REPORT

A. Superintendent Fox noted the following:

- Fabulous presentation by Kelly Stevens and Kathleen O'Flynn at the NJASBO conference.
- Finally getting close to the end of the CRS addition project. Basketball hoop backboards need to be installed and the bollards need to be ordered and installed.
- Ribbon cutting for CRS addition went well. It was nice to have previous BOE members come to the event.
- We are working with a possible donor for the Wellness Center. Up to half of the cost might be donated.
- There is still a small punch list for the DMS science lab and the dishwasher has to be installed.
- Happy Thanksgiving to you and all of your families.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Mazzini reviewed the following:

- Baloo the service dog and Ms. Cara of the Demarest Library participated in our reading session in the media center.
- The Demarest Police Department visited the pre-school classrooms.
- The children participated in the fire awareness program.
- 3rd graders make predictions.
- 4th grade participated in career day.
- Mr. Mazzini reviewed the Response to Intervention protocols.
- Coming up: Parent/teacher conferences 11/21, book fair 11/30-12/1, end of 1st trimester 12/7, winter concert 12/9 and pre-school open house 12/12.

B. Principal Mazzini reviewed the following for Mr. Regan:

- Start Strong assessment was given in October. Thanks to Ms. Rinckhoff, Ms. Stevens and Mr. Reynoso for their leadership on this.
- On October 13th we lost power and had an evacuation to St. Joseph's parish and are pleased with the way it was conducted.
- 8th grade visited N.V.R.H.S. for an orientation on 10/14.
- 7th grade visited the Bronx Zoo in conjunction with their biology class on 10/21.
- Halloween was adorable. Many students wore costumes and the student council had a costume contest.
- Volleyball and soccer teams both had a great season and demonstrated excellence in sportsmanship.
- On 11/8 our teachers held parent teacher conferences.
- Marking period one ended last week and report cards go out this Friday.
- Upcoming: 5th and 6th grade dance 11/18, didgeridoo presentation through our cultural arts committee 11/30.

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT

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 Brillhart, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers, for remainder of the 2022/2023 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidates compliance with P.L.1986, c.116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7
 - Bernadine Avila
 - James Berbig
2. It was moved by Brillhart, seconded by Governale and approved by unanimous roll call vote of those present to approve the request of Katelyn Hubener, second grade teacher at Luther Lee Emerson School, budget code 11-120-100-101-050-00-00, for paid sick leave from August 30, 2022 through November 11, 2022, and unpaid FMLA/NJFLA and child rearing

leave from November 14, 2022 through June 21, 2023, returning to work on the first day of the 2023/2024 school year, as recommended by the Chief School Administrator.

*modified from August 23, 2002 A, 9.

B. Instruction – Pupils/Programs

1. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following field trips, as recommended by the Chief School Administrator:

Location/Date	Grade/Class
Museum of Mathematics, NY 4/12/23	Math Team
NVD 01/05/23 and 1/12/23	Band and chorus
Northvale, Harrington Park, Old Tappan, Norwood and Haworth 10/19, 11/15, 12/19, 2/8, 3/31 back up dates 10/20, 11/22, 12/20, 2/9, 4/3	Brain Busters

2. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following contracts with Bergen County Special Services, as recommended by the Chief School Administrator:

Student	Contract/Service	Fee
1683624460	SoDi2257903 Sound Solutions Services	1320.00/month
3834674358	AsAt2262280 Audiological Evaluation	\$950.00

C. Support Services – Staffing

1. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to rescind the offer of employment to Stephanie Dean as substitute lunch aide for the 2022/2023 school year, as recommended by the Chief School Administrator.

*approved 9/20/2022 C.6.

2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of Rhoda Hernandez, lunch aide, Step 8, beginning November 21, 2022, as recommended by the Chief School Administrator. Employment status would become effective upon candidates compliance with P.L.1986, c.116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7

3. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the employment of Daniel Moran, 1:1 aide at Luther Lee Emerson School, Step 2, SID 2273019823, beginning November 11, 2022 and for the remainder of the 2022/2023 school year, as recommended by the Chief School Administrator.

4. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to accept the resignation of Michelle Miller, lunch aide at Luther Lee Emerson School, effective November 4, 2022, as recommended by the Chief School Administrator.
5. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of Rasim Ferati, lunch aide, Step 10, beginning November 21, 2022, as recommended by the Chief School Administrator. Employment status would become effective upon candidates compliance with P.L.1986, c.116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7

D. Support Services – Board of Education

1. It was moved by Governale, 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
PTO Book Fair	11/28-12/2	LLE gymnasium
PTO Book Fair	3/7-3/10	DMS gymnasium and courtyard

2. It was moved by Governale, 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
Kelly Stevens Supervisor of Curriculum, Instruction and Assessment	Techspo Atlantic City 1/25-1/27	\$515.00

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the second and final reading of the following Policy, as recommended by the Chief School Administrator:

P5512 Harassment, Imitation and Bullying

4. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with Northern Valley Regional High School, for shared services for Bergen County Region III Special Services in the amount of \$682,290.00, for the 2022/2023 school year, as recommended by the Chief School Administrator.
5. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with Northern Valley Regional High School, for shared services with the Northern Valley Curriculum Consortium, in the amount of 3.5%

of the NVCC budget for the 2022/2023 school year, as recommended by the Chief School Administrator.

6. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with Northern Valley Regional High School, for shared LDTC/Psych/Speech services, in the anticipated amount of \$78,400.00, for the 2022/2023 school year, as recommended by the Chief School Administrator.
7. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the agreement with Northern Valley Regional High School, for joint purchasing transportation agreement, for the 2022/2023 school year, as recommended by the Chief School Administrator.
8. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the architectural and engineering proposal from district architects EI and Associates, for Demarest Middle School gymnasium addition, including phase II, contract documentation and phase III, bidding and construction administration, at a cost of 6.5 percent of the final project construction cost, inclusive of designed alternates, as recommended by the Chief School Administrator.
9. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the acceptance of the following school bus emergency evacuation drills, [as attached](#), in compliance with NJAC 6A:27-11.2, as recommended by the Chief School Administrator:
 - A drill for Demarest Middle School was conducted on October 20,21 and 25th in the Middle School parking lot (basketball court area) supervised by custodian Bolt and teacher Gonzales. .
 - A drill for County Road School was conducted on October 24, 2022 in the school parking lot supervised by Principal Mazzini.
 - A drill for Luther Lee Emerson school was conducted on October 24, 2022 in the school parking lot supervised by Principal Mazzini.
10. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve purchase of cafeteria refrigerator and freezer from MAP Restaurant Supply through bid #HCESC-Cat-22-08, co-op #34HUNCCP, in the amount of \$14,960.60, as recommended by the Chief School Administrator.
11. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present 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.

12. It was moved by Governale, 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:

*modified from September 20, 2022 D.1.

Event	Date(s) and time	Location
DAA	Saturdays January 7- March 25 8:45 AM - 12:15 PM	LLE APR
DAA	Monday - Friday October 17-March 27 5:45 PM - 9:15 PM	LLE gym and APR

13. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the attached grants from the Demarest PTO, as recommended by the Chief School Administrator.

*modified from September 20, 2022 Education requirements.

E. Support Services – Fiscal Management

1. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to confirm the following October 2022 payrolls as recommended by the Chief School Administrator:

October 15 \$ 501,161.19
October 31 \$ 459,746.90

2. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the October 2022 in office checks in the amount of \$223,107.00, November 15, 2022 budget checks in the amount of \$501,645.08, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 553,664.14
12 Capital Outlay	\$ 153,696.22
20 Special Revenue Fund	\$ 1,344.01
30 Capital Projects Fund	<u>\$ 16,047.71</u>
Total Bills:	\$724,752.08

3. It was moved by Verna, seconded by Lee 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 October 31 ,2022, 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.

4. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for October 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-105-100-101	Preschool-Salaries of Teachers	52.00
11-213-100-106	Resource Room-Other Salaries for Instruction	17,810.37
11-230-100-580	Basic Skills-Other Purchased Services	50.00
11-240-100-101	Bilingual Education-Salaries of Teachers	1.00
11-402-100-610	School Sponsored Athletics-Supplies and Materials	150.68
11-000-213-330	Health Services-Purchased Professional Services	2,975.82
11-000-219-105	Child Study Team-Salaries of Secretarial Assistants	3,759.91
11-000-222-177	Ed Media/Library Services-Salaries of Technology Coordinator	3,507.01
11-000-223-610	Instruct. Staff Training Services-Supplies and Materials	65.98
11-000-263-110	Grounds Salaries	5,366.27

From:

Account Number	Description	Amount
11-110-100-101	Kindergarten-Salaries of Teachers	52.00
11-213-100-101	Resource Room Salaries of Teachers	17,810.37
11-230-100-610	Basic Skills-General Supplies	50.00
11-240-100-101	Bilingual Education-General Supplies	1.00
11-402-100-890	School Sponsored Athletics-Other Objects	150.68
11-000-213-104	Health Services-Salaries	2,975.82
11-000-219-104	Child Study Team-Salaries of Other Professional Staff	3,759.91
11-000-223-320	Instruct. Staff Training Services-Purchased Prof. Services	3,507.01
11-000-223-320	Instruct. Staff Training Services-Purchased Prof. Services	65.98
11-000-263-420	Grounds Repair and Maintenance	5,366.27

5. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve change order #5 with district architect EI Associates for the County Road School addition, in the amount of \$12,780.00, for additional design development and revisions, as recommended by the Chief School Administrator.
6. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve change order #8 for Addition and Renovations at County Road School with contractor Daskal, NJDOE #1070-030-21-1000, for additional cost for change in scope due to unforeseen conditions in the amount of \$16,141.78, as recommended by the Chief School Administrator. The revised contract amounts is as follows:

Original Bid Amount	\$2,796,000.00
Change Order #1 to 6	117,555.38
Change Order #7	16,141.78
Revised Contract	\$2,929,697.16

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 Verna, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:50 P.M.

Sincerely,

Antoinette Kelly
Business Administrator and Board Secretary