

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
September 19, 2023
6:30 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:35 pm.
- B. Present: Brillhart, Cantatore, Governale, Lee, Holzberg.
Absent: Choi, Verna
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. Student 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 Governale, seconded by Cantatore and approved by unanimous voice vote of those present to convene executive session at 6:35 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore, seconded by Governale to reopen the Regular Meeting to the public at 6:35 P.M.
- B. President Holzberg read the following 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

A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Brillhart, Cantatore, Governale, Lee, Holzberg.

Absent: Choi, Verna

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

A. It was moved by Brillhart, seconded by Cantatore and approved by unanimous voice vote of those present to approve:

- August 22, 2023 COW and Regular Session Meeting Minutes
- August 22, 2023 Executive Session Meeting Minutes
- August 29, 2023 Special Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg welcomed everyone back for the new school year.

IX. SUPERINTENDENT'S REPORT

None at this time.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Nancy Stern of Sousa and Stern reviewed the following with the board:

1. 2022/2023 District accomplishments:
 - Luther Lee Emerson School was named a 'Blue Ribbon School'
 - Settled all bargaining contracts without an attorney or NJEA
 - Groundwork on the middle school gym was completed. Board will go out to bid again in the fall
 2. Review of Board Self-Evaluation
 3. Update 2022/2023 Board Goals and District Goals
 - As a result of the pandemic, identifying gaps in learning will help determine the best support for students. Staff will implement practices that support learning for mastery by regularly analyzing data from benchmark and classroom assessments.
- Update: The Administration reviewed the data and met with the

staff to access progress.

- Create an appropriately sized middle school gymnasium to support the health, wellness, and athleticism of our student population.
Update: Design of the new middle school gym was completed and the Board went out to bid. Bids came in over budget and the decision was made to revise the design and go out to bid again.
 - To successfully negotiate a new contract with the DEA, support staff, and other administrators.
Update: The BOE successfully negotiated new contracts with all bargaining units.
 - To become familiar with financial statements and reports (including the audit, monthly statements, and budget).
Update: The BOE reviewed financial reports with the Business Administrator. They will continue to do this next year.
4. Setting of 2023/2024 District Goals:
- Prepare for the New Jersey Quality Single Accountability Continuum (QSAC)
 - Create an appropriately sized middle school gymnasium to support the health, wellness, and athleticism of our student population.
 - District staff will participate in a year-long training on the implementation of the Ruler program for social-emotional learning from the Yale Center for Emotional Intelligence. This program educates both staff and students. The 2023-2024 school year is year 1 of a three-year plan that includes implementation with students and the community.
5. Setting of 2023/2024 Board Goals:
- To support the Administration in the implementation of the Ruler program.
Strategies:
 - The Administration will update the Board throughout the year.
 - To continue to review financial statements and reports

XII. REVIEW OF AGENDA

- A. Board members reviewed the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

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 Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Jodi Braunstein, teacher Demarest Middle School, leave replacement for Staff ID# 17466244, from October 13, 2023 through April 30, 2024, MA, Step 2, 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. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers 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.

Nahuel Quiroga
Laura Schliem

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 athletic schedule for girls' volleyball as attached, as recommended by the Chief School Administrator.
2. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the resignation of Joseph Polvere as lunchroom coordinator at Demarest Middle School, effective September 8, 2023, as recommended by the Chief School Administrator.
3. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve Victoria Zimmerman as lunchroom coordinator at Demarest Middle School, effective September 12, 2023, as recommended by the Chief School Administrator.
4. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following field trip, as recommended by the Chief School Administrator:

Location	Date	Grade/Group
Target Closter NJ	9/28/23	Demarest Middle School LLD Class
Demarest Farms Hillsdale NJ	10/5/23 rain date 10/6/23	Demarest Middle School LLD Class

5. Move to approve home instruction for student 4647119208 with staff member Jennifer Goldmuntz, not to exceed five hours per week from September 21, 2023, through October 21, 2023, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to rescind the offer of employment to Devin Rallo, paraprofessional at County Road School, as recommended by the Chief School Administrator.
2. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the resignation of Valbona Derguti, paraprofessional at County Road School, effective September 27, 2023, as recommended by the Chief School Administrator.
3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of the following

paraprofessional not to exceed 29 hours weekly, according to the paraprofessional hourly guide for 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
DMS - Paraprofessional	Tansee Lou	13
CRS - Paraprofessional	Alina Gonzalez	2

- It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the employment of the following lunch aide(s) not to exceed 29 hours per week, according to the aide's hourly guide for the 2023/2024 school year, as recommended by the Chief School Administrator:

County Road School
Marcy Azilides, step 8*

*start date 9/5/23

D. Support Services – Board of Education

- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the second reading and adoption of the following policies/regulations, as recommended by the Chief School Administrator:

0152 Board Officers - Bylaw
0161 Call, Adjournment, and Cancellation - Bylaw
0162 ce of Board Meetings - Bylaw
1648.11 The Road Forward COVID-19 – Health and Safety – Policy (M) (ABOLISHED)
1648.13 School Employee Vaccination Requirements - Policy (M) (ABOLISHED)
2423 Bilingual and ESL Education - Policy & Regulation (M)
2425 Emergency Virtual or Remote Instruction Program – Regulation (M) (NEW)
5200 Attendance - Policy & Regulation (M)
8140 Student Enrollments - Policy (M)
8140 Enrollment Accounting – Regulation (M)
8330 Student Records – Policy & Regulation (M)
8420.2 Bomb Threats – Regulation (M)
8420.7 Lockdown Procedures – Regulation (M)
8420.10 Active Shooter – Regulation (M)

- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to rescind the August 22, 2023 approval of 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
4th grade moving up ceremony	6/14/24 12:00 - 3:00 PM	LLE gymnasium

- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to rescind the July 11, 2023 approval of the following workshop, as recommended by the Chief School Administrator:

Name/Title	Event	Registration Fee
Antoinette Kelly Business Administrator/Board Secretary	NJSBA conference October 2023	Group rate of \$2,200.00

- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve Leslie Goldstein to perform student wellness services utilizing the ESSER II Mental Health Grant, in the amount of \$8,000.00, as recommended by the Chief School Administrator.
- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the agreement between the Demarest Board of Education and Bergen County Department of Health Services for the provision of non-public nursing services for the Academy of Holy Angels in Demarest, at a cost of \$1,395.00, as recommended by the Chief School Administrator.
- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approved shared services agreement with Northern Valley Regional High School, for Behavior Consultation Services, at a rate of \$27,583.39, as recommended by the Chief School Administrator.
- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve agreement with Ramapo College, Teacher's Education Program, Archway Partnership Agreement, for the student teacher program, as recommended by the Chief School Administrator.
- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve agreement with Norton Staffing and Recruiting for nursing services at a rate of \$90.00 per hour for a registered nurse and \$80.00 per hour for a licensed practical nurse, as recommended by the Chief School Administrator.
- It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve agreement with AllShifts for nursing services at a rate of \$60.00 per hour for a registered nurse and \$50.00 per hour for a licensed practical nurse, as recommended by the Chief School Administrator.

10. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to revise the June 13, 2023 approval for students who attended summer programming with Region III as follows, as recommended by the Chief School Administrator:

SID	Program/Service	Frequency
8908653859	Summer Enrichment	n/a
2316318143	Summer Enrichment	n/a
5237038343	Summer Enrichment	n/a
5876485963	Orfen	n/a
4845539034	Summer Enrichment	n/a
4845539034	OT	2x week
9343502284	OT	2x week
9210424857	OT	2x week
9505548156	OT	2x week
6910327941	OT	2x week
8491500919	OT	2x week

*modified from June 13, 2023 D.8.

11. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the following compensation for a six-week summer training for social and emotional learning for students, utilizing ESSER III mental health grant, as recommended by the Chief School Administrator:

Name	Amount	Reason
Wendy Glaser	\$1,000.00	RULER program
Sherri Rinckhoff	\$1,000.00	RULER program
Danielle Spence	\$1,000.00	RULER program

12. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the following non-public school technology agreement between the Demarest Board of Education and the Academy of Holy Angels for the 2023/2024 school year, in the amount of \$3,087.00.00, as recommended by the Chief School Administrator.

Non-Public School Technology Initiative Agreement

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Technology Initiative have been read and further certified that the pupils who will use the technology purchased under this program qualify under the guidelines. Specifically: a) It is understood that the equipment, supplies and materials purchased with the state aid funds are to be used solely for the purpose of enhancing the instructional process for nonpublic school students. The use of equipment, supplies, and materials purchased with state aid funds for

religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific technology needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All technology provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2024 in order to ensure processing before the end of the fiscal year.

13. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the following non-public school security aid program between the Demarest Board of Education and the Academy of Holy Angels for the 2023/2024 school year, in the amount of \$111,520.00, as recommended by the Chief School Administrator.

Non-Public School Security Aid Program

This is to certify that the Guidelines for Administering the New Jersey Nonpublic School Security Aid Program have been read and further certified that the Nonpublic School who will use the security services, technology and equipment purchased under this program qualify under the guidelines. Specifically: a) It is understood that the items purchased with the state aid funds are to be used solely for the purpose of enhancing the security of the faculty and the students of the nonpublic school. The use of equipment, supplies, and materials purchased with state aid funds for religious purposes; the administration of the nonpublic school or other purposes contrary to law is strictly prohibited. State aid funds must be used to meet the specific security needs of students and teaching staff members. State aid funds cannot be used to supplant benefits normally provided by the nonpublic school. All security provided under this program to nonpublic school pupils must be used for secular, neutral, non-religious and non-ideological purposes. b) It is understood that the equipment purchased with the state aid is the property of the Demarest school district. Equipment will be purchased by the Demarest school district and delivered to the nonpublic school. The receiving copy of the purchase order will then be returned to the Demarest school district for payment. Upon receipt, equipment will be labeled by the Demarest school district with the labels provided by the Demarest school district. It is agreed that the nonpublic school will store the equipment at the end of the school year at no cost to the Demarest school district. Further, it is understood that only the Demarest school district may dispose of equipment purchased for this program. Equipment may only be disposed of in accordance with the provisions of the "Public School Contracts Law". c) Any piece of equipment purchased with the state aid funds will have a maintenance agreement or the nonpublic will be responsible for repairs. State aid funds may be used to purchase such agreement through the selected vendor. Implementation of maintenance agreements and warranties is the responsibility of the nonpublic school. It is agreed that funds must be committed before January 1, 2024 in order to ensure processing before the end of the fiscal year.

14. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the agreement between the Demarest Board of Education and Bergen County for the provision of non-public IDEA services for the Academy of Holy Angels in Demarest, with a maximum allotment of \$8,715.00, as recommended by the Chief School Administrator.
15. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve and submit the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2023/2024 school year, as recommended by the Chief School Administrator.
16. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to accept the Nursing Plan for the 2023/2024 school year, as recommended by the Chief School Administrator.
17. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve extended unpaid medical leave of absence for staff 10312964, through September 30, 2023, as recommended by the Chief School Administrator.
18. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve the application of request for late liquidation of ESSER II Funds, as recommended by the Chief School Administrator.
19. It was moved by Cantatore, seconded by Lee and approved by unanimous roll call vote of those present to approve PTO Grant in the amount of \$2,750.00 to support STEM programs and \$2,250.00 for Teacher Pay Teacher access, for Luther Lee Emerson School and County Road School, as recommended by the Chief School Administrator.

E. Support Services—Fiscal Management

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

August 15, 2023	\$104,348.68
August 31, 2023	\$101,137.35

2. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve September 19, 2023 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 490,209.74
12 Capital Outlay	\$ 747,799.00
20 Special Revenue Fund	\$ 3,895.00
22 Athletic Fund	\$ 3,263.00
40 Debt Service Fund	\$ 33,250.00
60 Cafeteria Fund	\$ 245.47
Total Bills:	\$1,278,662.21

3. It was moved by Brillhart, 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 August 31, 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. It was moved by Brillhart, 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:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of August 31, 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. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the August 2023 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

6. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for August 2023, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-218-105	Guidance Services-Salaries of Secretarial and Clerical	\$ 600.00
11-000-263-110	Grounds Salaries	2,000.00
11-800-330-105	Community Services Programs Salaries	600.00

From:

Account Number	Description	Amount
11-000-218-104	Guidance Services-Salaries Other Professional Staff	\$ 600.00
11-000-262-110	Custodial Salaries	2,000.00
11-800-330-592	Community Services Programs Purchased Services	600.00

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 Brillhart, seconded by Governale and approved by unanimous voice vote to adjourn the meeting at 7:30 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is fluid and elegant, with a large initial 'A' and a long, sweeping tail on the 'y'.

Antoinette Kelly
Business Administrator and Board Secretary

