

DEMAREST BOARD OF EDUCATION

PRELIMINARY BUDGET AND COW MEETING MINUTES

Luther Lee Emerson School - Gymnasium

March 9, 2021

6:30 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

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
 - 1. Personnel
- 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 Schliem and approved by unanimous voice vote of those present to convene executive session at 6:31 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Cantatore, seconded by Governale to reopen the Regular Meeting to the public at 6:49 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: Cantatore, Governale, Kirtane, Lee, Schliem, Verna, Holzberg.

Absent: None

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

VI. SUPERINTENT'S REPORT

1. Vaccine angels (parents) have stepped forward to help teachers set up vaccine appointments. It is now open to all staff. Thirty percent of staff has been vaccinated.
2. Evaluation pieces/ teacher evaluations
 - There are no SGP's because there is no testing
 - SGO's now need to be done but are not being evaluated. They have to do 1, 2 is optional.
 - We would like to give them half a professional development day on Thursday before Good Friday to do SGO's.
3. Re-opening/phase II – Many districts are planning to move to the next phase in spring. If we go to moderate or green we need to be prepared to move to the next phase. We are looking at May 3rd to possibly move to starting school full day. Options are:
 - Remain as we are.
 - Add 5 minutes per period and dismiss at 1:00 P.M. possibly adding a snack for the middle school.
 - Full day with lunch. This should be possible for K-5 but middle school is a bigger challenge. We can discuss further at the next board meeting.
 - We could be a hybrid with full time elementary and middle school having 6 periods in person and 2 periods in the afternoon remotely. We need to be prepared if we want to move in this direction. We need to figure out how to do lunch safely, budgeting, furniture, tents, etc. Students could go home for lunch but we will need staff to cover.
 - There will be a presentation at the next board meeting.

VII. FOR BOARD DISCUSSION AND REVIEW

A. Instruction – Staffing

B. Instruction – Pupils/Programs

C. Support Services – Staffing

1. Longevity stipends
2. New aide hire

D. Support Services – Board of Education

1. Facility use
2. Professional development
3. Long range facility plan update
4. Change order

E. Support Services – Fiscal Management

1. Confirm February 15, 2021 February 28, 2021 payroll
 2. Approve February in office bills and March bills list
 3. Approve February Certification of Board Secretary
 4. Approve February Certification of Board of Education
 5. Acknowledge receipt of February Board Secretary Report
 6. Acknowledge receipt of February Treasurer Report
 7. Confirm February budget transfers
 8. Review of 2021/2022 preliminary budget – action to be taken
- Board Secretary Kelly went over the highlights of the 2021/2022 preliminary budget:

- 2% tax levy increase
- \$9.26 per month for the average home assessed at \$793,914
- \$111.13 per year
- Includes support of all salaries and benefits
- New position for a certified occupational therapist assistant shared between our district (.4) and Closter (.6)
- Includes principal and interest lease payments for new CRS addition \$450,000
- Includes lease payment for new round of faculty laptops.
- Includes furniture for new music room addition and more items for DMS
- Includes furniture for STEM/technology program at LLE
- CARES funds for technology – LLE Mac Books 4th grade
- CARES funds for bathroom fans/ventilation
- CARES funds for additional air conditioners /doors/windows
- CARES funds for learning acceleration \$25,000
- CARES funds for mental health support and services \$45,000
- CARES can be spent now/this year until 2023
- Includes 10% for HB for 2022

\$176,289

9. Approval of maximum travel expenditures for 2021/2022 – action to be taken

VII. PUBLIC COMMENT – (AGENDA ITEMS ONLY)

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

\$176,289

IX. ACTIONS

E. Support Services – Fiscal Management

1. It was moved by Choi, seconded by Verna and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

Be it Resolved, that the Board of Education of Demarest, upon the recommendation of the Chief School Administrator, approves the following preliminary 2021/2022 school year budget using the 2021/2022 state aid amounts and authorizes the Business Administrator/Board Secretary to submit the preliminary 2021/2022 school year budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

| | |
|----------------------|----------------|
| General Fund | \$18,675,057 |
| Special Revenue Fund | 142,941 |
| Debt Service Fund | <u>623,300</u> |
| Total Appropriations | \$19,441,298 |

Be it Further Resolved, that the General Fund tax levy of \$15,072,093 is approved to support General Fund Expenses and \$623,300 is approved to support the Debt Service Fund for the 2021/2022 school year.

Be it Further Resolved, that the budget is approved to include budgeted withdrawal from Capital Reserve – Excess Cost and Other Capital Projects in the amount of \$1,000,000 for the County Road School addition.

2. It was moved by Choi, seconded by Verna and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, the Demarest Board of Education recognizes school staff and Board members will incur travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, in accordance with school district Policy No. 6471 the Board of Education establishes per N.J.A.C.6A:23A-7.3, for regular district business travel only, an annual school year threshold of \$1,500.00 per staff member for the 2021/2022 school year and where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, the Board of Education established a maximum amount of \$35,000 for the 2020/2021 school year and incurred travel and related expenses as of February 28, 2021 in the amount of \$18,238 for the 2020/2021 school year; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements, in accordance with school district Policy No. 6471 and N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$35,000 for all staff and board members for the 2021/2022 school year, as recommended by the Chief School Administrator.

X. PUBLIC COMMENT

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

XVI. NEW BUSINESS

XI. EXECUTIVE SESSION

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

XII. ADJOURNMENT

A. It was moved by Choi, seconded by Schliem and approved by unanimous voice vote to adjourn the meeting at 8:30 P.M.

Sincerely,



Antoinette Kelly
Business Administrator and Board Secretary

