

# DEMAREST BOARD OF EDUCATION

## COW and REGULAR MEETING MINUTES

County Road School – Media Center  
November 19, 2019  
6:35 P.M.

### I. OPENING

- A. The meeting was called to order by President Holzberg at 6:35 pm.
- B. Present: Cantatore, Kirtane, Lee, Schliem, Verna, Holzberg.  
Absent: Governale  
Also present: Mr. Fox, Superintendent and Mr. Perez, Business Administrator/ Board Secretary

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into Executive Session for the following reasons:
  - 1. Legal Matter – technology issue
  - 2. Legal Matter – Mark Construction
  - 3. Contractual Matter – Demarest Early Learners
- B. It was moved by Verna, seconded by Kirtane 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 Kirtane, 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 Kirtane, seconded by Cantatore to reopen the Regular Meeting to the public at 7:08 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, Kirtane, Lee, Schliem, Verna, Holzberg.

Absent: Governale

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- October 15, 2019 COW and Regular Session Meeting Minutes
- October 15, 2019 Executive Session Meeting Minutes

VII. CORRESPONDENCE

A. Board Secretary Perez reviewed this month's correspondence.

- Keiger Management regarding demolition at 35 Robin Road

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg wished everyone a Happy Thanksgiving.

IX. SUPERINTENDENT'S REPORT

A Superintendent Fox commented on the following:

- Congratulations to the DMS Soccer Team and DMS Math Team

X. COMMITTEE REPORTS

Cantatore delivered the Policy Committee Report

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Volleyball team
- Soccer won championship
- Walk to school Wednesday
- David Harrell visited Demarest Middle School
- Former student Matthew Finkel of NBC discussed his career
- Ms. Schliem presented at the genius hour
- Dr. Biria presented at the genius hour
- Seventh grade Bronx Zoo trip
- KARE club – volleyball and gaga ball tournament for breast cancer research
- STEM projects
- Halloween
- Skype with Lt. Colondres for Veteran's Day
- Art for the troops
- Demarest Middle School math team at Princeton
- Hosted VIA competition
- Reading celebration
- Upcoming events

B. Principal Mazzini reviewed the following:

- Mrs. Stokes students created greeting cards for the homeless
- Spirit day
- Demarest Police visited with Pre-k
- Fire prevention month
- American Education Week
- Teacher switch day
- David Harrell visited Luther Lee Emerson
- International walk to school day
- Halloween celebrations
- Differentiation higher order of learning pre-k through fourth grade
- Upcoming events

XII. REVIEW OF AGENDA

- A. Board members reviewed the items.

XIII. PUBLIC COMMENT

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

XIV. ACTIONS

1. It was moved by Lee, seconded by Kirtane 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 2019/2020 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.

- Sara Chabora
- Laura Fitzpatrick
- Matthew O'Brien
- Louis Napolitano

2. It was moved by Lee, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the following modified stipend positions for the 2019/2020 school year, as recommended by the Chief School Administrator:

| STIPEND        | TOTAL AMOUNT | NAME           | INDIVIDUAL |
|----------------|--------------|----------------|------------|
| Beginning Band | \$ 850.00    | Heather Urban  | \$ 510.00  |
|                |              | Chris Astarita | \$ 340.00  |
| Band           | \$ 6,958.00  | Heather Urban  | \$4,175.00 |
|                |              | Chris Astarita | \$2,783.00 |
| Chorus         | \$ 2,898.00  | Heather Urban  | \$1,739.00 |
|                |              | Chris Astarita | \$1,159.00 |

modified from 6/17/19

3. It was moved by Lee, seconded by Kirtane and approved by unanimous roll call vote of those present to amend Marisa Raymond, leave replacement for Dana del Corral, Basic Skills at Luther Lee Emerson, School, at BA, step 1, (.675) per diem from October 10, 2019 to December 1, 2019, as recommended by the Chief School Administrator.  
\*Modified from October 15, 2019 A2
4. It was moved by Lee, seconded by Kirtane and approved by unanimous roll call vote of those present to amend extended unpaid leave of absence for Dana del Corral, Basic Skills at Luther Lee Emerson School, from August 29th to December 1, 2019, as recommended by the Chief School Administrator.  
\*Modified from May 14, 2019 A-5
5. It was moved by Lee, seconded by Kirtane and approved by unanimous roll call vote of those present to approve paid sick leave for Shannon Ruck, Luther Lee Emerson School Fourth Grade Teacher, from December 2, 2019 to January 16, 2020, unpaid FMLA/NJFLA from January 17, 2020 to May 14, 2020 and unpaid leave from May 15, 2020 until June 19, 2020. Ms. Ruck will return to work September 1, 2020 for the 2020/2021 school year, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

None at this time.

**C. Support Services – Staffing**

1. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to accept the resignation of Michelle Krapels, Pre-k classroom aide at County Road School, PCR 5000-03-050-000-04, budget code 11-190-100-106-030-00-44, effective December 20, 2019, as recommended by the Chief School Administrator.

2. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to accept the resignation of Jodi Sposato, 1:1 aide (3664912243) at Luther Lee Elementary School, PCR 5030-050-500-000-02, budget code 11-000-217-106-050-00-18, effective October 31, 2019, as recommended by the Chief School Administrator.
3. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the provisional employment of Sarah Forsythe, 1:1 aide (3664912243) at Luther Lee Elementary School, PCR 5030-050-500-000-02, budget code 11-000-217-106-050-00-18, Step 1, effective November 20, 2019 not to exceed 29 hours per week, for the 2019/2020 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.
4. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to accept the resignation of Dawn Toto, 1:1 (6980044936) aide at Luther Lee Elementary School, PCR 5030-050-500-000-05, budget code 11-000-217-106-050-00-18, effective October 29, 2019, as recommended by the Chief School Administrator.
- ~~5. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the provisional employment of Jodi Costa, 1:1 (6980044936) aide at Luther Lee Elementary School, PCR 5030-050-500-000-05, budget code 11-000-217-106-050-00-18, Step 1, effective November 20, 2019 not to exceed 29 hours per week, for the 2019/2020 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. **Item pulled from agenda.**~~
6. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to accept the resignation of Su Bai, special education aide at Luther Lee Elementary School, PCR 5030-050-500-000-01, budget code 11-213-100-106-050-00-15, effective October 31, 2019, as recommended by the Chief School Administrator.
7. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the provisional employment of Francesca Fanelli, special education aide at Luther Lee Elementary School, PCR 5030-050-500-000-01, budget 11-213-100-106-050-00-15, Step 1, effective November 20, 2019 not to exceed 29 hours per week, for the 2019/2020 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.
8. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to approve provisional employment of Nikola Suric, custodian step 1 of the Custodial Salary Guide, PCR 6000-050-700-00001, account code 11-000-262-110-040-00-28, effective November 20, 2019, 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.
9. It was moved by Cantatore, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the provisional employment of Jean Van Vliet, 1:1 aide (5478209062) at Luther Lee Elementary School, PCR 5040-050-500-000-03, budget code 11-000-217-106-050-00-18, Step 1, effective November 20, 2019 not to exceed 29 hours per week, for the 2019/2020 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.

**D. Support Services – Board of Education**

1. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the PTO request for facility use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator.

| <b>Event</b>            | <b>Date(s)Time(s)</b>              | <b>Location</b> |
|-------------------------|------------------------------------|-----------------|
| Book Fair               | December 3-5 all day               | LLE Gym         |
| Lunar New Year practice | January 8, 13, 24, 29<br>3:05-4:00 | CRS gym         |

2. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the attendance of the following workshops, as noted, with all hotel, meals and travel reimbursed at the statutory rates per NJ QMB Guidelines, as recommended by the Chief School Administrator:

| <b>Name/Title</b>       | <b>Event</b>   | <b>Registration Fee</b> |
|-------------------------|--|-------------------------|
| Karleen McDermott/Nurse | Institute for Educational Development<br>Enhancing School Nurse Practice<br>West Orange, N.J.<br>December 18, 2019 | \$279.00                |

3. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the SOA for the Uniform State Memorandum of Agreement with the Demarest Police Department for the 2019/2020 school year, as recommended by the Chief School Administrator.
4. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following personnel to attend CPR/AED training with Englewood Hospital and Medical Center on January 20, 2019 in the Luther Lee Media Center at a cost of \$65.00 per person, as recommended by the Chief School Administrator:

Colleen Appleblatt  
Walter Gonzales  
Lauren Licameli  
Gina Long  
Frank Mazzini  
Chris Nerkizian  
Joseph Polvere  
Christine Reynolds  
Douglas Stokes  
Joanne Werner

5. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the Critical Response Group to supply Macro Collaborative Response Graphic Maps and Micro Collaborative Response Graphic Maps for all three district buildings at a cost of \$7,005.00, as recommended by the Chief School Administrator.
6. It was moved by Kirtane, seconded by Cantatore and approved by unanimous roll call vote of those present to approve a shared service agreement with the Northern Valley Regional High School (NVRHS) for the services of a LDT-C effective November 20, 2019 through

June 30, 2020 at a rate of \$75.00 per hour plus any additional costs, as recommended by the Chief School Administrator.

**E. Support Services – Fiscal Management**

1. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to confirm the October 31, 2019 payroll in the amount of \$408,715.21.
2. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to confirm November 15, 2019 payroll in the amount of \$435,529.81.
3. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the October 2019 in office checks in the amount of \$288,478.66 and November 19, 2019 budget checks in the amount of \$142,986.95 as follows:  
(Holzberg abstained on check #19188)

| <u>Subtotal Per Fund</u>   | <u>Amount</u>       |
|----------------------------|---------------------|
| 11 General Current Expense | \$420,329.11        |
| 30 Capital Projects Fund   | <u>\$ 11,136.50</u> |
| Total Bills:               | \$431,465.61        |

4. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the following resolution:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C 6:20-2.13 (d), I, Thomas J. Perez certify that as of October 31, 2019, 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. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to approve the following resolution:

Certification of Board of Education

Pursuant to N.J.A.C 6:20-2.13 (e), we certify that as of October 31, 2019 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. It was moved by Verna, seconded by Kirtane and approved by unanimous roll call vote of those present to acknowledge receipt of the September 2019 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.

**F. Other**

1. It was moved by Lee, seconded by Kirtane 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, December 17, 2019, 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.

XV. PUBLIC COMMENT

- A. It was moved by Kirtane, seconded by Cantatore and approved by unanimous voice vote of those present to open the meeting to public discussion.
- B. Karen Jacobson of 41 Orchard Road. Who does the Child Study Team at Demarest Middle School report to and who approves out of state placements for students?
- C. It was moved by Kirtane seconded by Verna and approved by unanimous voice vote of those present to close the meeting to public discussion.

XVI. NEW BUSINESS

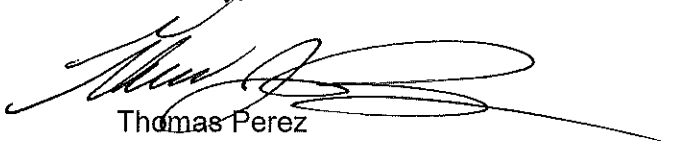
XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

- A. It was moved by Kirtane, seconded by Verna and approved by unanimous voice vote to adjourn the meeting at 7:45 P.M.

Sincerely,



Thomas Perez  
Business Administrator and Board Secretary