

# DEMAREST BOARD OF EDUCATION

## REGULAR MEETING AGENDA

Luther Lee Emerson School - Gymnasium  
November 16, 2021  
7:00 P.M.

### I. OPENING

- A. Meeting called to order.
- B. Roll Call

### II. ADJOURN TO EXECUTIVE SESSION

- A. The Board has determined it will enter into Executive Session for the following reasons:
  - 1. Personnel
  - 2. Residency hearing
- B. Move 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. Move to enter Executive Session

### III. REOPEN PUBLIC MEETING

- A. Move to reopen the Regular Meeting to the public.
- B. Board President's 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

V. ROLL CALL

VI. APPROVAL OF MINUTES OF THE MEETINGS

- October 12, 2021 COW and Regular Meeting Minutes

VII. Public hearing on contract extension of Chief School Administrator

VIII. REVIEW OF CORRESPONDENCE

IX. BOARD PRESIDENT'S REPORT

X. SUPERINTENDENT'S REPORT

XI. COMMITTEE REPORTS

XII. OTHER REPORTS/PRESENTATIONS

- Principal Reports

XIII. REVIEW OF AGENDA

- A. Board members review the items.

XIV. PUBLIC COMMENT (AGENDA ITEMS ONLY)

- A. Move to open the meeting to public comment limited to agenda items.  
B. Public comment.  
C. Move to close the meeting to public comment.

XV. 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.

- Sandrine Ajram
- Jessica Chodos
- Dana Goldstein
- Kenny Huegel
- Frank Noviello
- Diana Rojas-Alvarez
- Hande Ureten

B. Instruction – Pupils/Programs

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

Location	Grade	Date
Brain Busters Northvale Harrington Park Haworth Norwood Alpine	7&8	10/21 or 10/28 11/16 or 11/18 12/10 or 12/14 1/12 or 1/13 3/22 or 3/23
Student Council Center for Food Action Englewood	8th	11/23

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

\*modified from October 12, 2021 B.3.

3. Move to approve up to ten hours per week total of home instruction for student 4647119208 by the staff listed below at a rate of \$45.00 per hour, to continue as needed, as recommended by the Chief School Administrator:

- Ms. Bajdechi
- Ms. Greenberg
- Mr. Main
- Ms. Ricciutti
- Ms. Ross
- Ms. Zimmerman

4. Move to approve up to ten hours per week of home instruction for student 8102817393 by Philip Choo, BCBA consultant/home program instructor at a rate of \$85.00 per hour, as needed, as recommended by the Chief School Administrator.

C. Support Services – Staffing

1. Move to approve unpaid leave of absence for Michele Whitney, Special Education Aide at Luther Lee Emerson School, from October 18, 2021 through December 20, 2021, as recommended by the Chief School Administrator.

2. Move to approve the provisional employment of the following classroom aide not to exceed 29 hours per week, for the 2021/2022 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate’s compliance with P.L. c. 116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

School/Position	Staff	Step	Account Code
CRS			
Special Education Aide	Diana Rojas-Alvarez	1	11-213-100-106-030-00-15

3. Move to approve the provisional employment of Demir Cazimoski, substitute custodian, for the 2021/2022 school year, as recommended by the Chief School Administrator.

4. Move to accept the resignation of Kathy Daly, Secretary at County Road School, effective December 15, 2021 as recommended by the CSA

5. Move to modify the approval of the following Lunch Aide according to the Aides Hourly Guide for the 2021/2022 school year, as recommended by the Chief School Administrator.

\*modified from August 24, 2021 C.4.

<b>County Road School</b>
Patricia Hefter, step 6*

6. Move to approve the employment of the following substitute aide(s), for the remainder of the 2021/2022 school year, as recommended by the Chief School Administrator:

- Zoe Weinstein

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

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

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

2. Move 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>Group/Event</b>	<b>Date(s)Time(s)</b>	<b>Location</b>
Lunar New Year	1/28 All day	CRS, LLE and DMS
DMS Play Audition	12/3 3:20-6:30	DMS gym/stage
DMS Play Practice	Friday's 1/7-3/18 when school is open 3:20-5:30	DMS gym/stage
DMS Performance	3/17 and 3/18 All day	DMS gym/stage or LLE gym/stage

3. Move to approve the attendance of the following workshops, as noted, with all hotel, meals and travel reimbursed at the statutory rates per NJ OMB Guidelines, as recommended by the Chief School Administrator:

<b>Name/Title</b>	<b>Event</b>	<b>Registration Fee</b>
Kelly Stevens Supervisor of Curriculum, Instruction and Assessment	Techspo 1/26-1/28	\$490.00
Michael Fox Superintendent	Techspo 1/26-1/28	\$490.00
Antoinette Kelly Business Administrator Board Secretary	ASBO International 2/3-2/5	695.00

4. Move to approve the Student Safety Data System (SSDS) for the reporting period of January 1, 2021 to June 30, 2021, as recommended by the Chief School Administrator.
5. Move to approve and authorize the submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2021/2022 School Year, as recommended by the Chief School Administrator.
6. Move to approve shared services agreement with Northern Valley Regional High School District for Special Education Teacher Leader services for up to thirteen hours at \$150.00 per hour, for the 2021/2022 school year, as recommended by the Chief School Administrator.
7. Move to approve acceptance of the following school bus emergency evacuation drills 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 18, 2021 in the Middle School parking lot (basketball court area) supervised by custodian Niko Suric and teacher Walter Gonzales.
  - A drill for County Road School was conducted on October 19, 2021 in the school parking lot supervised by Principal Frank Mazzini.
  - A drill for Luther Lee Emerson School was conducted on October 19, 2021 in the school parking lot supervised by Principal Frank Mazzini.
8. Move to approve submission of the school harassment, intimidation and bullying grade report self-assessment under the Anti-Bullying Bill of Rights for the 2020/2021 school year, as recommended by the Chief School Administrator.
9. Move to approve contract extension for the Chief School Administrator, to June 30, 2026, pending approval by the Bergen County superintendent of schools.

E. Support Services – Fiscal Management

1. Move to confirm the October 15, 2021 payroll in the amount of \$451,009.74 as recommended by the Chief School Administrator.
2. Move to confirm October 31, 2021 payroll in the amount of \$434,056.59, as recommended by the Chief School Administrator.
3. Move to approve the October 2021 in office checks in the amount of \$203,998.81 and November 16, 2021 budget checks in the amount of \$682,290.15, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$463,187.46
12 Capital Outlay	\$ 515.00
20 Special Revenue	\$ 60,064.75
30 Capital Projects Fund	<u>\$ 362,521.75</u>
Total Bills:	\$ 886,288.96

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 September 30, 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:

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, 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.

6. 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 September 30, 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.

7. 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 October 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.

8. Move to acknowledge receipt of the September 2021 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

9. Move to acknowledge receipt of the October 2021 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

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

**To:**

Account Number	Description	Amount
11-000-291-249	Other Retirement Contributions (DCRP)	10,000.00
11-000-219-610	Child Study Team-Equipment Supplies	236.00
11-000-262-440	Custodial-Equipment Rental	9.67
11-000-310-106	Food Service-Salary Aides	10,290.00

**From:**

Account Number	Description	Amount
11-000-291-250	Unemployment Insurance	10,000.00
11-000-219-890	Child Study Team-Dues Fees	236.00
11-000-262-520	Liability Insurance	9.67
12-000-300-730	Cafeteria Equipment	10,290.00

11. Move to approve payment # 5 for addition and renovations at County Road School to contractor Daskal, NJDOE #1070-030-21-1000, in the amount of \$342,379.00, as recommended by the Chief School Administrator.

12. WHEREAS, the Demarest Board of Education has received School Security Grant for FY 2021-2022 in the amount of \$34,751; and

WHEREAS, \$34,751 was not appropriated during FY 2021-2022; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-13.3(d)5 that allows a district board of education to appropriate unbudgeted or underbudgeted Federal revenue;

NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education upon the recommendation of the Superintendent approve the appropriation of \$34,751 of School Security Grant Revenue to the district's General Fund budget, and appropriate to the following:

\$34,751 to 11-000-266-610-050-20-43 Security Equipment Supplies

F. Other

1. Move to adopt the following resolution, as recommended by the Chief School Administrator:

BE IT RESOLVED THAT the Demarest Board of Education will convene in closed Executive Sessions on Tuesday December 14, 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.

XVI. PUBLIC COMMENT

- A. Move to open the meeting to public comment.
- B. Move to close the meeting to public comment.

XVII. NEW BUSINESS

XVIII. EXECUTIVE SESSION (if necessary)

- A. Move to enter the Executive Session to discuss personnel/legal matters/negotiations.
- B. Move to close the Executive Session and reenter the public session.

XVIII. ADJOURNMENT

- A. Move to adjourn.