

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
December 13, 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, Lee, Verna, Holzberg.
Absent: Governale
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
 - 2. Residency
- B. It was moved by Governale seconded by Verna 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 Choi and approved by unanimous voice vote of those present to convene executive session at 7:00P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Verna, seconded by Choi 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, Lee, Verna, Holzberg.

Absent: Governale

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

VI. APPROVAL OF MINUTES OF THE MEETINGS

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

- November 15, 2022 COW and Regular Meeting Minutes
- November 15, 2022 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg wished everyone and their families a happy holiday season.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox gave an overview to the board regarding the plans for the new gymnasium and wellness center at DMS and wished everyone a good holiday

Superintendent Fox gave the following report on behalf of Principal Regan:

- November 18th was the 5th & 6th dance. The kids had a blast and the event was adorable.
- On November 30th students participated in "Didgeridoo Down Under" an exploration of the music and culture of Australia. This was coordinated with cultural arts program.
- On December 2nd we had auditions for the school play "Legally Blonde Jr."
- Our basketball teams are in their second week of the season and both look great.
- On December 7th the Bergen County Prosecutor's Office did an internet safety / anti bullying presentation to our 7th grade.
- 6th grade student Amy Hong was selected as a finalist by Bergen County for an art contest around unity.
- Tomorrow is the winter concert. Our bands and chorus sound fantastic. The program is enormous in population.
- Thursday our 7th and 8th graders visit the NVD for their musical performance
- December 23rd is our talent show and class parties

Superintendent Fox gave the following report on behalf of Principal Mazzini:

- CRS and LLE students observed American Education Week. The teachers switched with one another to conduct fun lessons with classes of different grade levels as one of the activities.
- We had our PTO Book Fair and sold over \$21,000 worth of books.
- The CRS Playground Committee met with a vendor to work on plans for the expansion.
- LLE Winter Concert took place on 12/9. We thank Mrs. Urban and Ms. Ahn for a magical performance.
- Preschool Open House took place on 12/12. Registration takes place on 12/14 at 9:00 and will be done online.
- Marc Gussen visited all CRS classrooms along with a turtle and a bearded dragon.

X. COMMITTEE REPORTS
None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

- A. District architects, EI Associates gave a presentation about the proposed Middle School gymnasium and wellness center addition. The architects reviewed the plans with the board of education.

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 Choi 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 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.:

- Ada Ascencio
- Adam Fahmy
- Jessica Nunes
- Diana Pavlova
- Sarka Ricci
- Kerry Sandt
- Hillary Selig
- Olivia Swanson

2. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the family leave request of Andrew Lefer, seventh grade social studies teacher at Demarest Middle School, for unpaid NJFLA from March 20, 2023 through April 7, 2023 and April 17, 2023 through June 16, 2023 with a return to work date of June 19, 2023 as recommended by the Chief School Administrator.

3. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the request of Laura Ferraro, kindergarten teacher at County Road School, for paid sick leave from January 2, 2023, through March 3, 2023, and unpaid FMLA/NJFLA and child rearing leave from March 6, 2023, through June 21, 2023, with a return to work date of September 1, 2023, as recommended by the Chief School Administrator.
4. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the employment of Lisa Calinda, MA, step 5, general leave replacement from January 2, 2023 through March 17, 2023 and leave replacement for Andrew Lefer, seventh grade social studies teacher at Demarest Middle School, from March 20, 2023 through June 19, 2023, as recommended by the Chief School Administrator.
5. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of Jessica Nunes, per diem BA, step 1, leave replacement for Laura Ferraro, kindergarten teacher at County Road School, from January 2, 2023 through June 21, 2023, 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.
6. It was moved by Brillhart, seconded by Choi and approved by unanimous roll call vote of those present to approve the following mentor/mentee, for the remainder of the 2022/2023 school year, as recommended by the Chief School Administrator:

Mentor	Mentee
Deborah Duby	Jessica Nunes

B. Instruction – Pupils/Programs

1. It was moved by Choi, 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
NVD Holiday Concert 12/15	7th and 8th grades
Carnegie Hall, NYC 5/24	3rd grade
Stop & Shop, Closter 12/20	6th grade math class

2. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve home instruction for SID 4647119208 by the staff listed below, not to exceed five hours a week to continue as needed, as recommended by the Chief School Administrator:

Joseph Polvere

Victoria Zimmerman
Ellen Ricciutti

C. Support Services – Staffing

1. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the family leave request of Thomas Carson, paraprofessional at Luther Lee Emerson School, for unpaid intermittent NJFLA from September 19, 2022 to October 7, 2022 and December 16, 2022 to January 15, 2023*, as recommended by the Chief School Administrator.
*modified from September 20, 2022
2. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the resignation of Jeongmi Lee, paraprofessional at Demarest Middle School, effective December 16, 2022, 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 accept the resignation of Isora Abreu, paraprofessional at County Road School, effective December 20, 2022, 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 provisional employment of Suzanne Weiss, paraprofessional at Demarest Middle School, step 19, beginning January 2, 2023, 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
5. It was moved by Lee, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Neilin Cabrera, custodian, effective January 13, 2023, 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. and board policy/regulation 4160:

Step	Stipends	Assignment
12	Black seal \$1,500.00 night differential \$1,250.00	CRS

D. Support Services – Board of Education

1. It was moved by Verna, seconded by Lee 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 Lunar New Year fan dance practice	12/16, 1/6, 1/13, 1/20 3:15-4:15	LLE gym
PTO Lunar New Year	1 /6, 1/13, 1/20 4:20-5:00	LLE gym

2nd grade song practice		
PTO Lunar New Year kindergarten song practice	1/17, 1/20, 1/25 4:20-5:00	CRS gym
PTO Lunar New Year 1st grade song practice	1/16, 1/19, 1/24, 1/26 3:15-4:00	CRS gym

2. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve acceptance of the 2021/2022 Comprehensive Annual Finance Report (CAFR) and the Auditors' Management Report on Administrative Findings which contains no recommendations prepared by Nisivoccia, LLP, as recommended by the Chief School Administrator.
3. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the in-district tuition rate for Demarest Early Learners preschool at \$12,000.00 for the 2023/2024 school year, as recommended by the Chief School Administrator.
4. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the in-district tuition rate for Demarest Early Learners preschool aftercare fee of \$65.00 per month on full school days for the 2023/2024 school year, as recommended by the Chief School Administrator.
5. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve district bedside/home instruction rate at \$65.00, effective January 1, 2023, as recommended by the Chief School Administrator. *modified from June 14, 2022 D.16.
6. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the Safe Reopening Plan and submission to the New Jersey Department of Education, as recommended by the Chief School Administrator.
7. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the first reading of the following policy and regulation, as recommended by the Chief School Administrator:
 - 2425 Emergency Virtual or Remote Instruction Program for the 2022-2023 School Year

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

Event	Date(s) and time	Location
PTO winter enrichment	1/9-2/17 3:00 PM - 4:15 PM	LLE and CRS rooms as assigned
Mamanet Team	Wednesday's September through June as available on	DMS gym or LLE gym*

	days school is in session 8 PM - 10 PM	
--	---	--

*Modified from June 14, 2022, D1.

9. It was moved by Verna, seconded by Lee and approved by unanimous roll call vote of those present to approve the revised Title IIA, III and III Immigrant and IV Part A Consortium Memorandum of Agreement between the Northern Valley Regional High School Board of Education, as Lead Applicant, and the Demarest School District for the 2022/2023 school year, as recommended by the Chief School Administrator:

*modified from June 14, 2022 D12.

In order to gain the full advantages of the ESEA Grant, the Northern Valley Schools have formed a consortium for Title IIA, III, III- Immigrant, and IV-Part A. The Demarest School District (in conjunction with all other Northern Valley Regional School Districts) agrees to be a part of this consortium. The filing, writing and collection of resources will be handled through the Northern Valley Curriculum Center, under the administration of the Northern Valley Regional High School, which has been designated as the acting fiscal agent and lead education agency (“LEA”) for the consortium. As the LEA, the fiscal responsibilities of the Northern Valley Regional High School District include:

1. Overseeing and undertaking all fiscal transactions of the consortium, including but not limited to, requisitions, purchases and payments of ESEA grant funds;
 2. Maintaining records of all financial transactions carried out on behalf of the consortium;
 3. Ensuring that funds are shared and spent to carry out goals in the application that benefit all consortium members equally;
 4. Submitting necessary budget amendments; and
 5. Maintaining the written agreement(s) regarding consortium members’ participation.
- To meet the accountability provisions of Titles II, III and IV of the ESEA, the consortium will abide by the ESEA, governing regulations, the Title II, III, III Immigrant and IV Part A NJDOE and ESEA application, and all related United States Department of Education and New Jersey Department of Education agency guidance. Additionally, and regarding the accountability provisions of Title III, all English language Learners (ELLs) will be assessed with the ACCESS for ELLs test. The consortium will respond as an individual LEA when the consortium fails to meet the objectives for making progress in learning English or attaining English proficiency based on time in the language assistance program.

The consortium will efficiently use ESEA funds to meet the identified needs of the consortium members and to carry out the purposes of the ESEA, as set forth in the consortium’s 2022-2023 Title

II, III, III Immigrant and IV Part A NJDOE and ESEA grant application.

The LEA will reimburse the Consortium Member for the compensation and applicable taxes and

benefits for employees of each Consortium Member that provide eligible ESEA fund services. Title I grant money received by any of the consortium members will be the responsibility of the respective consortium member(s) and is not subject of this Memorandum of Agreement.

E. Support Services – Fiscal Management

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

November 15	\$468,128.51
November 30	\$458,523.60

2. It was moved by Cantatore seconded by Lee and approved by unanimous roll call vote of those present to approve the November 2022 in office checks in the amount of \$213,782.61, December 13, 2022 budget checks in the amount of \$230,102.36, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 372,241.29
12 Capital Outlay	\$ 19,874.60
20 Special Revenue Fund	\$ 3,534.20
30 Capital Projects Fund	<u>\$ 48,234.88</u>
Total Bills:	\$ 443,884.97

3. It was moved by Cantatore 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 November 30, ,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 Cantatore 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 October 31, 2022, 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 Cantatore 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 November 30, 2022, 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 Cantatore seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the October 31, 2022, Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
7. It was moved by Cantatore seconded by Lee and approved by unanimous roll call vote of those present to acknowledge receipt of the November 30, 2022, Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
8. It was moved by Cantatore seconded by Lee and approved by unanimous roll call vote of those present to confirm the following budget transfer for November 30 2022, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-105-100-101	Preschool Salaries of Substitute Teachers	1,000.00
11-000-221-580	Improvement of Instruction-Travel	400.00
11-000-262-107	Custodial-Salaries of Non-Instructional Aides	2,000.00
12-130-100-730	Capital Outlay Equipment Grades 6-8	14,196.60

From:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-110-100-101	Kindergarten Salaries of Teachers	1,000.00
11-000-221-890	Improvement of Instruction-Other Objects	400.00
11-000-262-109	Custodial Services Other Salaries	2,000.00
12-000-266-830	Capital Outlay Equipment-Security	14,196.60

XV. **PUBLIC COMMENT**

There was no motion for public comment because 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 Cantatore and approved by unanimous voice vote to adjourn the meeting at 8:26 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is written in dark ink and is positioned above the printed name and title.

Antoinette Kelly
Business Administrator and Board Secretary