

# DEMAREST BOARD OF EDUCATION

## COW AND REGULAR SESSION MEETING MINUTES

### Luther Lee Emerson School - Gymnasium

December 14, 2021

7:00 P.M.

#### I. OPENING

- A. The meeting was called to order by President Holzberg at 6:45 pm.
- B. Present: Cantatore, Choi, Governale, Lee, Holzberg.  
Absent: Schliem, 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. Personnel
- B. It was moved by Governale, seconded by Choi 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 Lee, seconded by Governale and approved by unanimous voice vote of those present to convene executive session at 7:06 P.M.

#### III. REOPEN PUBLIC MEETING

- A. It was moved by Lee, seconded by Choi to reopen the Regular Meeting to the public at 7:06 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, Choi, Governale, Lee, Holzberg.

Absent: Schliem, 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 Choi, seconded by Lee and approved by unanimous voice vote of those present to approve:

- November 16, 2021 COW and Regular Session Meeting Minutes
- November 16, 2021 Executive Session Meeting Minutes

VII. CORRESPONDENCE

A. Board Secretary Kelly reviewed this month's correspondence.  
None at this time.

VIII. BOARD PRESIDENT'S REPORT

A. Board President Holzberg noted how proud she is of the leaders of our schools and wished everyone a wonderful holiday.

IX. SUPERINTENDENT'S REPORT

A Superintendent Fox commented on the following:

- The County Road School addition is moving along quickly. It will be enclosed soon. The roof should be done by the end of the week. By the time we are back from break you should be able to walk through.
- We are looking at the possibility of six preschool sections. We have 69 students that are interested with three sections of P3 and three sections of P4.
- Everyone is seeing an uptick of COVID cases. We have limited close contacts. The new security cameras have really helped with contact tracing. Vaccination rates: 6<sup>th</sup> grade 50%, 7<sup>th</sup> grade 70%, 8<sup>th</sup> grade 80%. 20% of 5-10 year olds are vaccinated. Would like to lift the travel restriction since we have a pretty high vaccination rate.
- Brain Busters won the championship.



- PTO deserves credit for all they do.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Bergen Brickfest – won the teamwork award.
- Student Council food drive was brought to Center for Food Action in Englewood.
- Principal Regan taught 7<sup>th</sup> and 8<sup>th</sup> grade classes about decisions they make.
- Brain Busters team won their division.
- Winter concert is tomorrow. Music program between band and chorus is 100 students or 1/3 of the school.
- Basketball season has begun.
- DMS now has their own news videos.

B. Principal Mazzini reviewed the following:

- American Education Week food drive
- Book fair at LLE in gym. Generated over \$18,000 in sales
- LLE winter concert was amazing. Two guests per student were allowed.
- CRS concert is scheduled for this Friday.

C. Kelly Stevens / Supervisor Curriculum, Assessment and Instruction

- Reviewed the Start Strong assessment with the board.
- Grade 4 ELA and math.
- Grades 5-8 ELA and math.
- The majority of students need less support.
- This is one data point we have a benchmark assessment in January to continue to monitor the students' progress.
- Breakdown by subgroups: students with IEP's, 504's, Asian, Latino, white, math, science and ELA.
- This will be posted on the website tomorrow.

XII. REVIEW OF AGENDA

- A. Board members reviewed the items.

XIII. PUBLIC COMMENT

- A. It was moved by Cantatore, seconded by Governale 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 Choi, seconded by Governale and approved by unanimous voice vote of those present to close the meeting to public comment.

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Joyce Park as substitute nurse, 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.

**B. Instruction – Pupils/Programs**

1. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the following field trip(s), as recommended by the Chief School Administrator:

Location	Grade/Class
Home Depot	LLD class
Walgreens	LLD class

2. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the following out of district placement and tuition, associated related services, transportation and 1:1 aide as applicable, for the 2021/2022 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
3682760072	Windsor Academy	\$327.10/day	n/a	Yes	12/7-6/30

**C. Support Services – Staffing**

1. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the approve of the following classroom aide, not to exceed 29 hours per week, from December 17, 2021 and 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.

School/Position	Staff	Step	Account Code
LLE			
Classroom Aide	Saveria Motta	1	11-213-100-106-050-00-15

2. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Mirlinda Rraci as County Road School Secretary, step 1 on the secretarial salary guide, January 1, 2022 through June 30, 2022, account codes 11-000-240-105-030-00-35, 11-800-330-105-030-00-39, 11-000-211-105-030-00-34, and 11-000-218-105-030-00-32, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Sarah Lucinese, as Substitute Secretary effective January 3, 2022, 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 Cantatore, seconded by Governale 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:



Group/Event	Date(s)Time(s)	Location
PTO Spring enrichment	1/24-3/31 3:15-4:15	CRS and LLE Rooms to be assigned
PTO Chinese New Year	12/10, 12/17, 1/7, 1/14, 1/21 3:10-4:10	LLE gym
PTO Chinese New Year	1/5, 1/12, 1/19, 1/26 3:10-4:10 If there is no conflict	LLE gym
PTO Chinese New Year	1/5, 1/7, 1/10, 1/12, 1/19, 1/21 3:10-4:10	CRS gym
Girl Scout Troop	12/17* 3:15-4:45	LLE room 115 or available space

\*modified from October 2021 D.5.

2. It was moved by Cantatore, seconded by Governale 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 OMB Guidelines, as recommended by the Chief School Administrator:

Name/Title	Event	Registration Fee
Andrew Lefer 7 <sup>th</sup> grade Social Studies Teacher	Techspo 1/26-1/28	490.00
Jon Regan Principal DMS	Techspo 1/26-1/28	490.00

3. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the in-district tuition rate for Demarest Early Learners preschool at \$11,000.00 for the 2022/2023 school year, as recommended by the Chief School Administrator.

4. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Demarest Early Learners preschool aftercare fee of \$65.00 per month on full school days, for the 2022/2023 school year, as recommended by the Chief School Administrator.

5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to adopt the following resolution:

**WHEREAS**, Laura Schliem dedicated her time and services to the children of Demarest and the Demarest Board of Education, and

**WHEREAS**, her dedication served as a model of service to the community,

**NOW THEREFORE, BE IT RESOLVED**, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Laura Schliem in recognition of her three (3) years of dedicated service as a member of the Demarest Board of Education.

6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the following personnel to attend CPR/AED training with Audrey Donahue on January 25, 2022 in the Luther Lee Emerson Media Center at a cost of \$450 for supplies from LifeSavers, Inc., as recommended by the Chief School Administrator:

- Nikki Petri
- Shannon McBride
- Jessica Raccioppi
- Douglas Stokes



- Lauren Licameli
- Christine Reynolds
- Stephanie Zuidervliet
- Gina Long
- Frank Mazzini
- Jon Regan

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve Health Equity as the district administrator of the Flexible Spending Account (FSA) as of January 1, 2022 to December 31, 2022, as recommended by the Chief School Administrator.

8. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the Superintendent’s contract from December 14, 2021 through June 30, 2026, as approved by the Interim Executive County Superintendent.

E. Support Services – Fiscal Management

1. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to confirm the November 30, 2021 payroll in the amount of \$435,672.79, as recommended by the Chief School Administrator.

2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to confirm the December 15, 2021 payroll in the amount of \$478,818.84, as recommended by the Chief School Administrator.

3. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the November 2021 in office checks in the amount of \$197,091.15 and December 14, 2021 budget checks in the amount of \$1,345,212.74, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 852,101.21
12 Capital Outlay	\$ 9,215.00
20 Special Revenue Fund	\$ 2,158.48
30 Capital Projects	\$ 439,733.70
90 Agency Fund	\$ 239,095.50
Total Bills:	\$1,542,303.89

4. It was moved by Choi, seconded by Governale 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, 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. It was moved by Choi, seconded by Governale 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, 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.

6. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the November 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 Choi, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfer for November, as recommended by the Chief School Administrator:

**To:**

Account Number	Description	Amount
11-230-100-580	Basic Skills-Other Purchased Services	50.00
11-000-213-330	Health Services-Purchased Prof. Services	66.75
11-000-252-340	Admin. Information Tech-Purch. Tech. Services	298.17
11-000-262-107	Custodial Services-Salaries Lunch Aides	590.76
11-000-310-106	Food Service-Salaries	863.50
12-000-300-730	Equipment-Food Service	630.00

**From:**

Account Number	Description	Amount
11-230-100-610	Basic Skills-General Supplies	50.00
11-000-213-610	Health Services-General Supplies	66.75
11-000-252-610	Admin. Information Tech-General Supplies	298.17
11-000-262-610	Custodial Services-General Supplies	590.76
11-000-310-610	Food Services-General Supplies	1493.50

8. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve purchase of Pure Lighting stage lighting equipment through the EDS 10390 NJ Custodial Lighting cooperative, for a total of \$21,564.40, as recommended by the Chief School Administrator.

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

Whereas Tropical Storm Ida caused severe weather conditions and flooding for which Governor Murphy declared a state of emergency pursuant to Executive Order 259. And Whereas, the boiler and air compress at County Road School were damaged due to flooding from Hurricane Ida and Whereas pursuant to 18A:18A-7 any contract may be awarded without public advertising for bids and bidding, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the health or safety of occupants of school property requires the immediate delivery of good or the performance of services, Therefore be it resolved to move to approve the purchase of a boiler and air compressor for County Road School from Express Heating in the amount of \$87,550.00.

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

XVII. EXECUTIVE SESSION

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

XVIII. ADJOURNMENT

A. It was moved by Governale, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 7:46 P.M.

Sincerely,



Antoinette Kelly  
Business Administrator and Board Secretary