

# DEMAREST BOARD OF EDUCATION

## COW AND REGULAR MEETING MINUTES

Luther Lee Emerson School – Media Center  
January 21, 2020  
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, Verna, Holzberg.  
Absent: Schliem  
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. Student Residency Matter
- B. It was moved by Verna, seconded by Cantatore 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 Cantatore and approved by unanimous voice vote of those present to convene executive session at 7:00 P.M.

### III. REOPEN PUBLIC MEETING

- A. It was moved by Verna, seconded by Cantatore to reopen the Regular Meeting to the public at 7:00 P.M.

- We continue to explore and research standards based assessments along with a renewed expert. Final outcomes will be advised in the spring.

XI. COMMITTEE REPORTS  
None at this time.

XII. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- KARE Club Frosty's Friends.
- Winter concert
- KARE club visits the Jewish Home in Rockleigh.
- 2019 talent show.
- Brain Busters won another local event.
- 2019 Spelling Bee.
- NVRHS band day – 7<sup>th</sup> and 8<sup>th</sup> graders visited.
- Science Olympiad received 6<sup>th</sup> place.
- MoMath presented at an assembly.
- Mrs. Beren Broick visits DMS to discuss pursuing a career in law.
- Geography Bee.
- Upcoming events.

B. Principal Mazzini reviewed the following:

- Tour of new studio for podcasts at LLE that Mr. Nerkizian created.
- Kids for Caring Club created placemats for Meals on Wheels.
- One School, One Book started at CRS and LLE; 'Winters Tail' and 'Shine' respectively.
- Mario the Magic Maker at CRS.
- Fire poster winners at CRS and LLE.
- Winter concerts.
- Ms. Kim's Ellis Island virtual tour
- CRS BCUA grant bottle filling station was installed
- Pre-k registration
- Upcoming events

XII. REVIEW OF AGENDA

- A. Board members reviewed the items.

XIII. PUBLIC COMMENT

- A. It was moved by Verna, seconded by Cantatore 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 Verna, 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 Governale 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.

- Haley Beubis

2. Move to approve Sara Chabora, leave replacement for Shannon Ruck, fourth grade teacher, PCR 2040-050-200-00003, budget code 11-120-100-101-050-00-00, at BA, Step 1, per diem, January 16, 2020 through the end of the 2019/2020 school year, 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 following mentor/mentee, for the 2019/2020 school year, as recommended by the Chief School Administrator:

Mentor	Mentee
Tara Kelly	Sara Chabora

4. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of Rebecca Lew, district school psychologist Step MA12, (.4 FTE), PCR 2190-040-200-00002 and budget code 11-000-219-104-000-00-31 effective February 10, 2020 through the remainder of the 2019/2020 school year. 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, as recommended by the Chief School Administrator.

5. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve paid sick leave for Julie Worgul, CRS/LLE Reading Specialist, from January 13, 2020 to February 7, 2020, unpaid FMLA/NJFLA from February 10, 2020 to May 15, 2020 and a return to work date of May 18, 2020, as recommended by the Chief School Administrator.

**B. Instruction – Pupils/Programs**

1. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve non-domiciled tuition agreement with Harrington Park Board of Education for student 4251528783 to attend the Demarest Early Learners classroom in County Road School as of January 16, 2020 and for the remainder of the 2019/2020 school year at an annual rate of \$21,980.00 pro-rated plus the cost of related services, as recommended by the Chief School Administrator.

**C. Support Services – Staffing**

1. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Caitlin Schiano, Pre-k classroom aide at County Road School, step 1, effective January 22, 2020, for the remainder of the 2019/2020 school year, not to exceed 29 hours per week, PCR 5000-030-500-00004,

budget code 11-190-100-106-030-00-44, 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.

2. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the rescind resolution C.1 from December 17, 2019, Masiel Saez, 1:1 (6980044936) aide at Luther Lee Elementary School, Step 1, PCR 5030-050-500-00005, budget code 11-000-217-106-050-00-18, as recommended by the Chief School Administrator.

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Christine Lee, 1:1 (6980044936) aide at Luther Lee Elementary School, Step 1, effective January 22, 2020, for the remainder of the 2019/2020 school year, not to exceed 29 hours per week, PCR 5030-050-500-00005, budget code 11-000-217-106-050-00-18, 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 Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to accept the resignation of Sara Forsythe, 1:1 aide (3664912243) at Luther Lee Elementary School, Step 1, PCR 5040-050-500-00001, budget code 11-000-217-106-050-00-18, effective December 20, 2019, as recommended by the Chief School Administrator.

5. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the provisional employment of Thomas Carson, 1:1 aide (3664912243) at Luther Lee Elementary School, Step 2, effective January 27, 2020, through the end of the 2019/2020 school year, not to exceed 29 hours per week, PCR 5040-050-500-00002, budget code 11-000-217-106-050-00-18, 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 final reading and adoption of Policies and Regulations as recommended by the Chief School Administrator:

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Name</b>
R 5116	Education of Homeless Children
P & R 5350	Student Suicide Prevention
P 5533	Student Smoking
P 8462	Reporting Potentially Missing or Abused Children
P & R 5111	Eligibility of Resident/Non Resident
P 3159	Teaching staff member/school district reporting responsibilities
P & R 3218	Use, possession, or distribution of substances
P & R 4218	use, possession, or distribution of substances

P & R 6112	Reimbursement of federal and other grant expenditures
P & R 7440	School district security
P & R 8600	student transportation
P 8630	Bus driver/bus aide responsibility
R 8630	Emergency School Bus Procedures
P 8670	Transportation of special needs students
P 9210	Parent organizations
P 9400	Media relations

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
Nancy Mliczek/ Resource Room	NJSHA/NJIDA Joint Conference Garwood, N.J. March 6, 2020	\$180.00

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

**WHEREAS**, Mrs. Ammu Kirtane 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 Mrs. Ammu Kirtane in recognition of her six (6) years of dedicated service as a member of the Demarest Board of Education.

4. It was moved by Cantatore, 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:

**School Board Recognition Month in New Jersey January 2020**

**WHEREAS**, The New Jersey School Boards Association has declared January 2020 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and  
**WHEREAS**, The Demarest Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and  
**WHEREAS**, The Demarest Board of Education embraces the goal of high-quality education for all New Jersey public school students; and  
**WHEREAS**, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and  
**WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the Demarest Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2020 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED**, That the Demarest Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

5. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve authorization to submit to the Executive County Superintendent of Schools and the New Jersey Department of Education a waiver request from participation, per NJAC 6A:23A-5.3, in the Special Education Medicaid Initiative Program (SEMI) for the 2020/2021 budget year. The Demarest Board of Education applies for this waiver due to the fact that it does not project to meet the required minimum of Medicaid eligible classified students, as recommended by the Chief School Administrator.

6. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the attached 2020/2021 school year calendar, as recommended by the Chief School Administrator.

7. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2019/2020 school year, 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 accept the Student Safety Data System Report (SSDS) for the 6 month period, July 1, 2019 to December 31, 2019, as recommended by the Chief School Administrator.

9. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to approve payment application #6 in the amount of \$199,281.23 for the DMS Music Room Addition, NJDOE # 03-1070-040-18-1000, to Mark Construction, Inc., as reviewed by EI Associates and as recommended by the Chief School Administrator.

10. It was moved by Cantatore, seconded by Governale and approved by unanimous roll call vote of those present to award to Window Film Depot the contract to purchase and install security window film at all three district schools in the amount of \$45,406.80. This contract is awarded under the terms and conditions of the bid awarded under ESCNJ Safety & Security Window Film Contract #18/19-28. ESCNJ #65MCESSCPA is a NJ State approved co-op.

**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 December 20, 2019 payroll in the amount of \$409,369.44.
2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to confirm January 15, 2020 payroll in the amount of \$408,871.83.
3. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the December 2019 in office checks in the amount of \$279,298.64 and January 21, 2020 budget checks in the amount of \$228,880.14 as follows:  
(Choi abstained on check # 19323)

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$387,498.69
30 Capital Projects	<u>\$120,680.09</u>
Total Bills:	\$508,178.78

4. It was moved by Choi, seconded by Governale 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 December 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 Choi, seconded by Governale 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 December 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 Choi, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge receipt of the November 2019 Report of the Board Secretary, A148 and Report of the Treasurer, A-149.
7. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to confirm the following budget transfers for December, 2019:

<u>To:</u>	<u>Account</u>	<u>Amount</u>
11-000-230-895	General Admin BOE Membership Dues & Fees	\$ 90
11-000-240-890	School Administration Other Objects	239
11-000-261-420	Required Maintenance Clean, Repairs, Maint	13,000
11-204-100-890	Special Ed LLD Other Objects	350

12-000-266-730	Capital Outlay Security Equipment	<u>18,700</u>
		\$ 32,379
<u>From:</u>	<u>Account</u>	<u>Amount</u>
11-000-240-500	School Admin Other Purchased Services	\$ 239
11-000-262-520	Custodial Insurance	31,790
11-204-100-610	Special Ed LLD General Supplies	<u>350</u>
		\$ 32,379

**F. Other**

1. It was moved by Lee, seconded by Verna 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, February 11, 2020, 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**

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

**XVI. NEW BUSINESS**

- Everyone has their committee assignment
- Feasibility study will be done by the entire board. Administration will seek proposals.
- Discussion on Sustainability Committee – need to submit a report to the full board

**XVII. EXECUTIVE SESSION**

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

**XVIII. ADJOURNMENT**

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

Sincerely,



Thomas Perez  
Business Administrator and Board Secretary

January 21, 2020