

**DEMAREST BOARD OF EDUCATION**  
**COW and REGULAR SESSION MEETING MINUTES**  
**County Road School – Media Center**  
**January 17, 2023**  
**7:00 P.M.**

I. OPENING

A. The meeting was called to order by Vice-President Verna at 7:00 pm.

B. Vice-President Verna 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.

II FLAG SALUTE

A. Vice-President Verna led the flag salute.

III. ROLL CALL

Present: Brillhart, Cantatore, Choi, Governale, Lee, Verna

Absent: Holzberg

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

IV. APPROVAL OF MINUTES OF THE MEETINGS

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

- December 13, 2022 COW and Regular Session Meeting Minutes
- December 13, 2022 Executive Session Meeting Minutes

V. CORRESPONDENCE

None at this time.

VI. BOARD PRESIDENT'S REPORT

None at this time.

VII. SUPERINTENDENT'S REPORT

Superintendent Fox reported on the following:

- Yesterday we had a professional development day. Ms. Stevens put it together and the day went very well.
- In 3-4 weeks the public relations committee will review the newsletter to be published.
- Fifty percent of the final plans for the DMS gym are complete. Some changes were made including the wellness center. There will be more updates as we get closer.

- School calendar review. The dates to bring staff in are not set yet. We plan to do it on August 30th and 31st and have a four day weekend September 1st through the 4th. If they would rather come in on August 31st or September 1st then we would need to add an extra day at the end of the year. Election day and MLK day are professional development days. February and December breaks are the same. April break is coordinated with all of Northern Valley. Graduation day will be set in April after the winter and bad weather. The calendar will be further discussed at the February meeting.

VIII. COMMITTEE REPORTS

None at this time.

IX. OTHER REPORTS AND PRESENTATIONS

A. Principal Regan reviewed the following:

- Jazz band
- Talent show
- Everyone is helping out across job titles
- Basketball
- Band day at NVD
- Musical Legally Blonde
- Look ahead - Lunar New Year celebrations

B. Principal Mazzini reviewed the following:

- Spanish student progression/retention
- Classroom visits and engagement
- CRS playground expansion
- Aimsweb
- Preschool and kindergarten registration
- Look ahead - Lunar New Year celebrations

C. Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment gave a presentation on the results of the Start Strong assessment. This assessment was given in grades 4-8 in both ELA and math, as well as grade 6 in science. Data was provided on the support levels by grade level for each subject area and support levels by reportable subgroups. Notable achievements as well as recommendations for continued growth were also discussed. Finally, statistics were given on the usage of Tutor.com over the first half of the school year.

X. REVIEW OF AGENDA

A. Board members reviewed the items.

XI. PUBLIC COMMENT

- A. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to open the meeting to public comment.
- B. There was no comment from the public.
- C. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to close the meeting to public comment.

XII. ACTIONS

A. Instruction – Staffing

1. It was moved by Brillhart, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of the following substitute teachers for

the 2022/2023 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. 19A:6-7.

2.

Tara Erol
Sophie Greenberg

**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:

2.

Location/Date	Grade/Team
Science Olympiad/Union NJ 1/11/23	Science and Engineering Team
Washington DC 5/23/23-5/25/23	8th grade
Bergen Brickfest/Pascack Hills High School/Montvale NJ 11/19/23	Science and Engineering Team
Fairview Lake/Newton NJ 5/3/23-5/5/23	6th grade

3. It was moved by Choi, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following amendment to out of district placement and tuition, associated related services, transportation and 1:1 aide as applicable, for the 2022/2023 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1:1 Aide	Transportation	Term
3682760072	Windsor Bergen Academy	\$69,097.00	no	yes	7/1/22-12/23/22*

\*Modified from 6/14/2022, B.8.

**C. Support Services – Staffing**

1. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the provisional employment of the following paraprofessional not to exceed 29 hours per week, for the 2022/2023 school year, as recommended by the Chief School Administrator:

School/Position	Staff	Step	Account Code
<b>DMS</b>			
Special Education Aide	Adam Fahmy	9	11-213-100-106-040-00-15

2. It was moved by Lee, seconded by Choi and approved by unanimous roll call vote of those present to approve the request of Sami Dervisi, custodian at County Road School, for unpaid FMLA from January 16, 2023 through April 7, 2023 with a return to work date of April 8, 2023, as recommended by the Chief School Administrator.

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

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

<b>Event</b>	<b>Date(s) and time</b>	<b>Location</b>
Vikings	Monday - Friday 3/20/23-6/16/23 4:00-8:00	LLE field
Vikings	Monday 4/17/23-6/13/23 5:00-9:00	DMS field
Vikings	Wednesday and Friday 4/17/23-6/13/23 4:00-8:00	DMS field
Vikings	Monday, Wednesday and Friday 3/20/23-4/16/23 and 6/14/23-6/16/23 4:00-8:00	DMS field
Vikings	Weekdays when school is open and indoor use can be accommodated 3/13/23-6/16/23 4:00-9:00	DMS gym and LLE gym and APR
SJ Enrichment	Tuesday and Thursday 4/4/23-4/16/23 4:00-6:00	DMS field
SJ Enrichment	Tuesday and Thursday 4/4/23-5/23/23 5:00-7:00	DMS field
SJ Enrichment	Tuesday and Thursday 6/13/23-8/3/23 5:30-7:30 (excluding graduation day)	DMS field
SJ Enrichment	Tuesday and Thursday 9/12/23-11/2/23 4:00-6:00	DMS field
PTO Lunar New Year 1st grade song practice	1/18/23*, 1/19/23, 1/24/23, 1/26/23 4:20-5:00*	CRS gym

\*Modified from December 13, 2022, D.1.

2. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the attendance of the following workshops, 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
Ellen Ricciutti Speech Therapist	School Based SLP 1/28/23 Online	\$279.00
Ellen Ricciutti Carly Feduska Speech Therapists	Introduction to PROMPT 3/6/23-3/8/23	\$636.67 each

3. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve and submit the bi-annual Statement of Assurance (SOA) for paraprofessional staff for the 2022/2023 school year, as recommended by the Chief School Administrator.
4. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the second and final reading of the following policy and regulation, as recommended by the Chief School Administrator:
  - 2425 Policy Emergency Virtual or Remote Instruction Program
5. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve the following resolution, as follows, as approved by the Chief School Administrator:

**New Jersey School Board Recognition**

- WHEREAS,** The New Jersey School Boards Association has declared January 2023 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 581 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 2023 as School Board Recognition Month; and be it further resolved,

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

6. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve and authorize the submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2022/2023 School Year, as recommended by the Chief School Administrator.

7. It was moved by Governale, seconded by Cantatore and approved by unanimous roll call vote of those present to approve EI Associates, as on-call/architect of record for the 2022/2023 school year, not to exceed \$10,000.00, as recommended by the Chief School Administrator.

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 payrolls, as recommended by the Chief School Administrator:

December 15, 2022 \$505,435.05  
December 23, 2022 \$457,066.13

2. It was moved by Cantatore seconded by Lee and approved by unanimous roll call vote of those present to approve the December 2022 in office checks in the amount of \$216,650.05, January 17, 2023 budget checks in the amount of \$299,786.30, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$345,961.92
12 Capital Outlay	\$ 90,077.81
20 Special Revenue Fund	\$ 44,653.64
30 Capital Projects Fund	<u>\$ 23,272.47</u>
Total Bills:	\$503,965.84

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 December 31, 2022, no budgetary line item account has obligations or payments (contractual

orders) that, in total, exceed 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 December 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 acknowledge receipt of the December 31, 2022 Report of the Board Secretary, A148 and Report of the Treasurer, A-149, as recommended by the Chief School Administrator.
6. 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 December 31, 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-000-230-339	General Admin-Other Professional Services	872.00
11-000-251-110	Central Services-Other Salaries	2,500.00
11-105-100-101	Preschool Instruction-Substitute Salaries	500.00

From:

Account Number	Description	Amount
11-000-230-334	General Admin-Architectural/Engineering Services	872.00
11-000-251-590	Central Services-Other Purchased Services	2,500.00
11-110-100-110	Kindergarten Instruction-Substitute Salaries	500.00

XIII. PUBLIC COMMENT

- A. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to open the meeting to public comment.
- B. There was no comment from the public.
- C. It was moved by Choi, seconded by Lee and approved by unanimous roll call vote of those present to close the meeting to public comment.

XIV. NEW BUSINESS  
None at this time.

XV. EXECUTIVE SESSION

A. There was no motion to enter the executive session.

XVI. ADJOURNMENT

A. It was moved by Choi, seconded by Cantatore and approved by unanimous voice vote to adjourn the meeting at 7:55 P.M.

Sincerely,

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

Antoinette Kelly  
Business Administrator and Board Secretary