

DEMAREST BOARD OF EDUCATION

REGULAR MEETING AGENDA

Luther Lee Emerson School - Gymnasium

March 15, 2022

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

- 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

- February 8, 2022 COW and Regular Meeting Minutes
- February 8, 2022 Executive Session Meeting Minutes

VII. REVIEW OF CORRESPONDENCE

VIII. BOARD PRESIDENT'S REPORT

IX. SUPERINTENDENT'S REPORT

X. COMMITTEE REPORTS

XI. OTHER REPORTS/PRESENTATIONS

- Principal Reports
- Presentation - HIB

XII. REVIEW OF AGENDA

- A. Board members review the items.

XIII. 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.

XIV. ACTIONS

A. Instruction – Staffing

1. Move to approve the provisional employment of the following, substitute teacher 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. 1986, c.116 (revised 6/30/98) and N.J.S.A. 18A:6-7.7.

- Melissa Vaillancourt

2. Move to rescind the provisional employment of the following substitute teachers, as recommended by the Chief School Administrator:

- Destiny Gallo
- Hourii Kalachian

3. Move to accept the retirement of Osnat Mach, music teacher at County Road School and Luther Lee Emerson School, account codes 11-105-100-101-030-00-06, 11-110-100-101-030-00-06, 11-120-100-101-030-00-06 and 11-120-100-101-050-00-06, effective June 30, 2022, as recommended by the Chief School Administrator.

4. Move to approve paid sick leave for Nancy Mliczek, resource room teacher at Demarest Middle School account 11-213-100-101-040-00-15, from April 14, 2022 to June 22, 2022, unpaid FMLA from August 30, 2022 to December 1, 2022, unpaid leave from December 2, 2022 to December 23, 2022

with a return to work date of January 1, 2023, as recommended by the Chief School Administrator.

5. Move to approve the employment of Melissa Vaillancourt, leave replacement for Nancy Mliczek, resource room teacher at Demarest Middle School, account 11-213-100-101-040-00-15, MA Step 1, per diem, effective April 25, 2022 through the remainder of the school year, as recommended by the Chief School Administrator.

6. Move to approve the provisional employment of Mary Sullivan, resource room teacher at County Road School, account 11-213-100-101-030-00-15, MA+45, step 15, from March 1, 2022* through the remainder of the 2021/2022 school year, as recommended by the Chief School Administrator.

*modified from January 18, 2022 A.3.

B. Instruction – Pupils/Programs

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

Location	Grade	Date/Time
Demarest field house	7 th and 8 th	March 9 th 3:05-4:00
Demarest borough hall/council meeting	7 th and 8 th	March 28 th 7:00

2. Move to approve home instruction for SID 5321340250 by the staff listed below at a rate of \$45.00 per hour, not to exceed ten hours per week, beginning February 28, 2022 and continuing as needed, as recommended by the Chief School Administrator:

- Tori Zimmerman
- Joe Polvere
- Sunny Lew
- Christine Reynolds
- Toby Murphy
- Paige Sydoruk
- Rocio Martinez

3. Move 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
7500508177	Holmstead School	\$21,909.00 Pro-rated	No	yes	3/2-6/30

*placement modified from June 15, 2022 B.8. and January B. 1.

C. Support Services – Staffing

1. Move to approve the re-assignment of Patricia Hefter from County Road School lunch aide, account codes 11-000-310-106-000-00-30 and 11-000-262-107-00-00-18 to teachers assistant at Luther Lee Emerson School, account code 11-190-106-050-00-00 effective March 1, 2022, as recommended by the Chief School Administrator.

2. Move to rescind the provisional employment of Peramjeet Kaur Jassal, as lunch aide account

codes 11-000-310-106-00-00-30 and 11-000-262-107-00-00-18, as recommended by the Chief School Administrator.

3. Move to rescind the provisional employment of Rabia Hazinedar, as part time lunch aide account codes 11-000-310-106-00-00-30 and 11-000-262-107-00-00-18, as recommended by the Chief School Administrator.

D. Support Services – Board of Education

1. Move to abolish the following policies and regulations, as recommended by the Chief School Administrator:

3431.3 – New Jersey Leave Insurance - Policy (M) (ABOLISHED)
4431.3 - New Jersey Leave Insurance - Policy (M) (ABOLISHED)
7430 – School Safety – Policy & Regulation (M) (ABOLISHED)
2415.01 - Academic Standards, Academic Assessments, and Accountability – Policy (M) (ABOLISHED)
2415.03 – Highly Qualified Teachers - Policy (M) (ABOLISHED)
1521 - Educational Improvement Plans – Bylaw (M) (ABOLISHED)
1649 - Federal Families First Coronavirus (COVID-19) Response Act - Policy (M) (ABOLISHED)
2421 - Vocational - Technical Education - Regulation (ABOLISHED)
5114 - Children Displaced by Domestic Violence - Policy (M) (ABOLISHED)
8810 - Religious Holidays (ABOLISHED)

2. Move to approve the first reading of the following policy and regulations, as recommended by the Chief School Administrator:

0145 – Board Member Resignation and Removal - Bylaw (M)
1643 - Family Leave - Policy (M) (NEW)
5330.01 - Administration of Medical Cannabis - Policy & Regulation (M)
7425 – Lead Testing of Water in Schools - Policy & Regulation (M)
2415 – Every Student Succeeds Act - Policy (M)
2415.02 - Title I – Fiscal Responsibilities - Policy (M)
2415.05 – Student Surveys, Analysis and/or Evaluations – Policy (M)
2415.20 – Every Student Succeeds Acts Complaints – Policy & Regulation (M)
4125 – Employment of Support Staff Members - Policy (M)
6360 - Political Contributions - Policy (M) (Revised)
8330 - Student Records - Policy (M) (Revised)

9713 - Recruitment by Special Interest Groups - Policy - (M) (Revised)
0131 - Bylaws, Policies, and Regulations - Bylaw (M)
3134 - Assignment of Extra Duties - Policy
3142 - Nonrenewal of Nontenured Teaching Staff Member – Policy & Regulation
3221 - Evaluation of Teachers - Policy & Regulation (M)
3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators - Policy & Regulation (M)
3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals - Policy & Regulation (M)
3224 - Evaluation of Principals, Vice Principals, and Assistant Principals - Policy & Regulation (M)
4146 - Nonrenewal of Nontenured Support Staff Member – Policy & Regulation
6471 - School District Travel (M) – Policy & Regulation (M)
2422 - Comprehensive Health and Physical Education - Policy (M)
2467 - Surrogate Parents and Resource Family Parents - Policy (M)
5111 - Eligibility of Resident/Nonresident Students - Policy (M)
5116 - Education of Homeless Children - Policy
7432 - Eye Protection - Policy & Regulation (M)
8420 - Emergency and Crisis Situations - Policy(M)
8420.01 - Fire and Fire Drills – Regulation - (M)
8540 - School Nutrition Programs - Policy(M)
8550 - Meal Charges/Outstanding Food Service Bill - Policy(M)
8600 - Student Transportation - Policy(M)
6115.01 - Federal Awards/Funds Internal Controls – Allowability of Costs - Policy (M) (NEW)
6115.02 - Federal Awards/Funds Internal Controls – Mandatory Disclosures - Policy (M) (NEW)
6115.03 - Federal Awards/Funds Internal Controls – Conflict of Interest - Policy (M) (NEW)
6311 - Contracts for Goods or Services Funded by Federal Grants - Policy (M)

3. Move to approve the following request(s) 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
Borough Summer Recreation Camp Set up	6/23 8:30-2:30	LLE gym, two classrooms and APR
Borough Summer Recreation Camp	6/27-8/5 8:30-2:30	LLE gym, two classrooms and APR

PTO Play	3/2-3-3 3:15-5:15	DMS stage
PTO Play	3/5 10:00-2:00	DMS stage
SJ Enrichment Spring season	Tuesday's 4/5-5/24 Thursday's 4/7-5/26 4:00 - 6:00	DMS field
SJ Enrichment Summer season	Tuesday's 6/14-8/2 Thursday's 6/16-8/4 5:30-7:30	DMS field
SJ Enrichment Fall season	Tuesday's 9/6-10/25 Thursday's 9/8-10/27 4:00-6:00	DMS field
Smarter Learning Center Summer Camp	8/8-8/19 9:00-3:00	LLE Gym, APR and field

4. Move to approve the payment of accumulated sick time for Sally Marsich in the amount of \$4,500.00 as per Article VIII-5 of the Secretaries/Demarest Board of Education Agreement and as recommended by the Chief School Administrator.

5. Move to approve the following students to participate in Senior Service for the 2021/2022 school year, as recommended by the Chief School Administrator:

Demarest Middle School	Luther Lee Emerson School	County Road School
Demi Alevrontas	Giada Dell' Aquila	Noa Saban
Nicole Miu	Daisy Kaplan	Brooke Vargas
Josephine Chang	Kubrick Hilton (shared)*	Aliyah Sayid
Russel Oh	Jack Kaplan (shared)*	Lydia Kim
Adrianna Monaco		Kelsey Higgins
Noam Milman		Isabel Levy
Preston Lau		Carissa Hollenga*
Lee Cherit		Jack Kaplan* (shared)*
Julianne Peck		Kubrick Hilton (shared)*
Daniel Rashamwala		

*modified from February 8, 2022 D.6.

6. Move to approve the following vendors for evaluations for the 2021/2022 school year, as recommended by the Chief School Administrator:

Kids Clan Services	Bilingual speech evaluations	\$485.00 per evaluation
--------------------	------------------------------	-------------------------

E. Support Services – Fiscal Management

1. Move to approve the following resolution:

Be it Resolved, that the Board of Education of Demarest, upon the recommendation of the Chief School Administrator, approves the following preliminary 2022/2023 school year budget using the 2022/2023 state aid amounts and authorizes the Business Administrator/Board Secretary to submit the preliminary 2022/2023 school year budget to the Executive County Superintendent for approval in accordance with statutory submission dates:

General Fund	\$19,482,987
Special Revenue Fund	210,656
Debt Service Fund	<u>617,700</u>
Total Appropriations	<u>\$20,311,343</u>

Be it Further Resolved, that the General Fund tax levy of \$15,650,865 is approved to support General Fund Expenses and \$617,700 is approved to support the Debt Service Fund for the 2022/2023 school year.

Be it Further Resolved, that the budget is approved to include use of Enrollment Adjustment and Banked Cap in the amounts of \$68,633 and \$277,453, respectively. The adjustment and banked cap is to help support the addition of 2 new pre-k classrooms including teacher salaries, aides' salaries, benefits, equipment, and supplies and materials.

Be it Further Resolved, that the budget is approved to include budgeted withdrawal from Capital Reserve – Excess Cost and Other Capital Projects in the amount of \$ 900,000 for the following projects:

- Demarest Middle School Science Lab Renovations
- Demarest Middle School Health and Wellness Center
- Demarest Middle School Boiler Replacement
- Luther Lee Elementary School Boiler Replacement

2. Move to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, the Demarest Board of Education recognizes school staff and Board members will incur travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, in accordance with school district Policy No. 6471 the Board of Education establishes per N.J.A.C.6A:23A-7.3, for regular district business travel only, an annual school year threshold of \$1,500.00 per staff member for the 2022/2023 school year and where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, the Board of Education established a maximum amount of \$35,000 for the 2021/2022 school year and incurred travel and related expenses as of February 28, 2022 in the amount of \$9,694.61 for the 2021/2022 school year; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements, in accordance with school district Policy No. 6471 and N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$35,000 for all staff and board members for the 2022/2023 school year.
3. Move to confirm the February 15, 2022 payroll in the amount of \$449,772.40 as recommended by the Chief School Administrator.
4. Move to confirm the February 28, 2022 payroll in the amount of \$433,178.32 as recommended by the Chief School Administrator.
5. Move to confirm the March 15, 2022 payroll in the amount of \$480,370.46 as recommended by the Chief School Administrator.
6. Move to approve the February 2022 in office checks in the amount of \$581,624.15 and March 15, 2022 budget checks in the amount of \$584,632.11, as recommended by the Chief School Administrator, as follows:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 395,607.06
12 Capital Outlay	\$ 36,744.00
20 Special Revenue	\$ 54,619.80
30 Capital Projects	\$ 110,135.40
40 Debt Service	<u>\$ 569,150.00</u>
Total Bills:	\$1,166,256.26

7. 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 January 31, 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.

8. 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 February 28,2022 , 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.

9. 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 January 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.

10. 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 February 28, 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.

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

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

13. Move to confirm the following budget transfers for February 2022, as recommended by the Chief School Administrator:

To:

Account Number	Description	Amount
11-105-100-101	Pre-school-Salaries of Substitutes	\$ 606.00
11-219-100-101	Special Ed. Home Instruction Salaries	\$1,190.00
11-000-262-107	Salaries Lunch Aides	\$2,805.00
11-000-263-110	Grounds Salaries	\$ 125.00
11-000-310-220	Food Service-Social Sec. Contributions	\$ 1,000.00
11-000-261-832	Required Maintenance Interest Lease Purch	\$ 8,500.00
11-000-291-241	PERS Pension Contribution	\$1,530.00

From:

Account Number	Description	Amount
11-110-100-101	Kindergarten-Salaries of Substitutes	\$ 606.00
11-219-100-320	Spec. Ed Home Instruction-Purch Prof Service	\$1,190.00
11-000-262-110	Custodial Substitute Salaries	\$2,805.00
11-000-263-420	Grounds Repairs	\$ 125.00
11-000-310-106	Food Service-Salaries	\$1,000.00
11-000-261-610	Required Maintenance General Supplies	\$8,500.00
11-000-291-299	Other Benefits-Unused Sick Day Payments	\$1,530.00

14. Move to approve the Energy Saver Direct Install Program project between Public Service Electric and Gas Company (PSE&G) and the Demarest Board of Education for the Luther Lee Emerson Elementary School as recommended by the Chief School Administrator. The total cost of the project is \$199,865.16. The total cost to the Demarest Board of Education after the energy rebates is \$39,973.03.

15. Move to approve the Energy Saver Direct Install Program project between Public Service Electric and Gas Company (PSE&G) and the Demarest Board of Education for the Demarest Middle School as recommended by the Chief School Administrator. The total cost of the project is \$148,347.90. The total cost to the Demarest Board of Education after the energy rebates is \$55,136.17.

16. Move to approve the following resolution:

WHEREAS, the Demarest Board of Education has received an insurance reimbursement for damages caused by Hurricane IDA in the amount of \$100,000; and
 WHEREAS, pursuant to N.J.A.C. 6A:23A-13.3(d)4 a district board of education is permitted to appropriate unbudgeted or under budgeted restricted miscellaneous revenue;
 NOW THEREFORE BE IT RESOLVED that the Demarest Board of Education upon the recommendation of the Chief School Administrator approve the appropriation of \$100,000 of restricted miscellaneous revenue to the district's General Fund budget, and appropriate to the following budget account:

\$100,000 to 12-000-261-730-030-00-28 Non-Instructional Equipment-Required Maintenance

17. Move to approve the proposal for professional architectural and engineering services for middle school science room renovations and window replacement project from EI Associates in the amount of \$23,000, as recommended by the Chief School Administrator.

18. Move to approve acceptance of the SDA Emergent Needs & Capital Maintenance grant in the amount of \$14,878, as recommended by the Chief School Administrator.

Revenue 20-3257-000
Appropriation 20-492-261-420-040-00-00 Window Replacement

XV. PUBLIC COMMENT

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

XVI. NEW BUSINESS

XVII. 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.