

CLOSTER BOARD OF EDUCATION
Closter, New Jersey

AGENDA
REGULAR MEETING
Tenakill Middle School
August 29, 2019
7:30 PM

The Board meeting was called to order by President Lambert at 7:30pm.

The following Board members were present:

Ms. Stephanie Lee, Mr. Anthony Linn, Ms. Melody Finkelstein, Ms. Sung Min Lee,
Ms. Janine Micera, Mr. Gregg Lambert

The following Board members were absent:

Ms. Ruchi Kothari, Ms. Michelle Bhagat, Ms. Chris Kwon

Also present: Mr. Vincent McHale & Mr. Floro Villanueva

NEW JERSEY OPEN PUBLIC MEETINGS ACT STATEMENT - Read by the President:

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Secretary to the Board of Education has caused notice of this meeting by having the date, time, and place thereof, posted at each school building within the district, the Board of Education office, the Office of the Borough Clerk, and transmitted to *The Record* and *Northern Valley Suburbanite* newspapers.

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S REPORT

Mr. McHale shared with the Board the following information:

- He met with 60 people and received 62 online responses to the survey posted.
- He will be presenting a detailed report and recommended goals at the November 14th BOE meeting.
- Maintenance department staff worked diligently over the summer to prepare both schools for the return of teachers and students.
- New teachers/staff attended a three-day orientation delivered by the NVCC.
- First two days of SY 2019-202 for teachers/staff.
- Back-to-School Nights schedule

MINUTES

Moved by Ms Micera seconded by Ms Lee to approve the following minutes. Motion was unanimously carried by voice vote of the Board:

July 18, 2019 Executive Session Meeting

PUBLIC DISCUSSION on AGENDA ITEMS

Moved by Ms Micera seconded by Ms Lee to open the meeting to the public.

There were no public comments.

Moved by Ms Micera seconded by Ms Lee to resume the regular order of business.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Sung Min Lee, Ms. Bhagat, Mr. Linn

Moved by Ms. Sung Min Lee seconded by Ms. Micera to approve Motions A-D. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Micera, Mr Lambert

NAYS: None

A. APPROVAL - Staff Coursework

Motion to approve the following courses for 2019-2020 as recommended to the Superintendent by the Principals:

Staff Member: Leigh Bomzer
Course No./Title: MAT 913 - Great Mathematicians After 1700
Institution: Fresno Pacific University
Credits: 3

Staff Member: Leigh Bomzer
Course No./Title: MAT 914 - Patterns and Problem Solving
Institution: Fresno Pacific University
Credits: 3

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences:

Staff Member/s: Courtney Carmichael
Conference: NJASCD
Location: Monroe Township, NJ
Date: 11/11/19
Cost to Board: \$100.00

Staff Member/s: Eileen Kennedy
Conference: NJIDA "Beyond Decoding: Identifying & Meeting the needs of all learners with Dyslexia
Location: Somerset, NJ
Date: 10/4/19
Cost to Board: \$195.00

Staff Member/s: Alexandra Earle
Conference: NJ School Counselor Assoc. Fall Conference - Fostering GRIT in Students
Location: Edison, NJ
Date: 10/3/19
Cost to Board: \$134.00

Staff Member/s: Jennifer Annese
Conference: NJIDA "Beyond Decoding: Identifying & Meeting the needs of all learners with Dyslexia
Location: Somerset, NJ
Date: 10/04/19
Cost to Board: \$320.00

Staff Member/s: Andrea Watkins
Conference: NJIDA "Beyond Decoding: Identifying & Meeting the needs of all learners with Dyslexia
Location: Somerset, NJ
Date: 10/04/19
Cost to Board: \$195.00

Staff Member/s: Courtney Carmichael
Conference: NJDOE Statewide Equity Conference
Location: TCNJ
Date: 7/31/19
Cost to Board: \$0.00

Staff Member/s: Patricia Eichenlaub
Conference: NJALC Fall Symposium
Location: Somerset, NJ
Date: 10/18/19
Cost to Board: \$0.00

Staff Member/s: Laurie Rochlin
Conference: NJALC Fall Symposium
Location: Somerset, NJ
Date: 10/18/19
Cost to Board: \$205.00

Staff Member/s: Vincent McHale
 Conference: New Jersey School Board Conference
 Location: Atlantic City, NJ
 Date: 10/22/19 - 10/24/19
 Cost to Board: \$956.60

- C. **APPROVAL - NVCC Curriculum Updates/Revisions**
 Motion to approve the NVCC Updates and Revisions to curriculum.
- D. **APPROVAL - Professional Development and Mentoring Plan**
 Motion to approve the Professional Development and Mentoring Plan for the 2019-2020 school year. As per Appendix A.

FINANCE AND PHYSICAL PLANT COMMITTEE
Chairperson Ms. Kothari, Ms. Kwon, Ms. Stephanie Lee

Moved by Ms Lee, seconded by Ms Sung Min Lee to approve Motions A-Q.
 Motions were approved by a roll call vote of the Board as follows:
 YEAS: Ms Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Micera, Mr Lambert
 NAYS: None

- A. **APPROVAL - Monthly Financials and Certification**
 Motion to approve the following items as required, pursuant to NJSA 18A:17-9 and NJAC 6:20-2.13:
 - a. Board Secretary and School Treasurer Financial Reports for July 2019.
 - b. Board of Education’s Monthly Certification of Budgetary Major Account /Fund status for July 2019.
 - c. Transfer of funds for July 2019 as per Appendix B attached.

- B. **APPROVAL - Monthly Bills**
 Motion to approve payment of bills from July 1, 2019 to August 27, 2019 in the amount of:

General Fund (Fund 10)	\$1,191,507.69
Special Revenue (Fund 20)	\$ 53,565.75
Debt Service (40)	\$ 15,921.25
<u>Enterprise (Milk – Fund 60)</u>	<u>\$ 0.00</u>
 TOTAL	 \$1,260,994.69

C. **APPROVAL – Tuition Contracts for Received Students**

Motion to approve tuition contracts for received students as outlined below for 2019-2020 school year:

NJSMART#	Tuition \$	Program/Gr.	District
TBD	\$15,753.00	Grade 6	Closter
TBD	\$15,753.00	Grade 8	Closter

D. **APPROVAL – Special Education Placements**

Motion to approve the following 2019-2020 Special Education placements for Closter students:

NJSMART#	Tuition \$	Grade	Placement
182748408	\$6,956.24	Kindergarten	Valley Program Summer only
N/A	\$3,196.00	Multi	BCSS Audiological Services
2377584260	\$13,200.00	Grade 3	BCSS
4491998149	\$13,200.00	Grade 4	BCSS
TBD	\$68,658.00	Grade 3	Cresskill-Tuition and OT/PT
TBD	\$64,098.00	Grade 6	Cresskill-Tuition and Speech
TBD	\$79,500.00	Pre-K	Tri Valley-Bergenfield
TBD	\$13,200.00	Pre-K	BCSS

E. **APPROVAL – OMNI GROUP AS 403(b) Third Party Administrator**

Motion to approve the appointment of the OMNI Group as Third Party Administrator of the district's 403(b) retirement plan.

F. **APPROVAL – Risk Management Firm**

WHEREAS, there exists a need for the performance of risk management services for the Closter Board of Education in the County of Bergen, and

WHEREAS, The Closter Board of Education authorized and issued a request for proposal to engage a firm to act as Risk Management Firm for the District; and

NOW, THEREFORE, BE IT RESOLVED, that after consideration of the proposals received, the Board approves the risk management firm of Arthur J. Gallagher to function as the district's risk management firm and insurance broker.

BE IT FURTHER RESOLVED, that the Board President and the Board's Business Administrator/Board Secretary are authorized and directed to execute an appropriate form of contract embodying the terms of the RFP:

G. **APPROVAL – Operation of After-Care Program at HES by SEWOC Inc.**
 Motion to approve the renewal of an agreement with the Summer Educational Workshop of Closter, Inc. for the operation of the After-Care Program at Hillside Elementary School during the 2019-2020 school year, at the annual rate of \$8,000.00.

H. **APPROVAL - Amendment to the 2019-2020 Budget**
 Motion to approve an amendment to the 2019-20 Budget appropriating FY'19 ExtraOrdinary Aide and Non-Public Transportation Aid as follows:

Revenue		
10-3131-000	ExtraOrdinary Aid	\$244,453
10-3121-001	Non-Public Transportation Aide	<u>\$ 10,601</u>
Total Increase in State Aid		\$255,054

Appropriation		
11-000-100-566	Other LEAs (Special Education)	\$100,000
11-000-217-320	Extraordinary 1:1 Nurse (Special Education)	\$155,054
Total Increase in Appropriations		<u>\$255,054</u>

I. **APPROVAL - Asset Disposal**
 Motion to approve the disposal and sale of obsolete/replaced equipment per Appendix C

J. **APPROVAL - Approval of Nursing Services for 2019-2020**
 Motion to approve substitute nursing services with
 1. Horizon Healthcare Staffing
 2. Starlight Homecare Agency, Inc. d/b/a Star Pediatric Home Care Agency

K. **APPROVAL - Use of Facilities for Korean School**
 Motion to approve the renewal of the Use of Facilities Agreement with the Korean Language and Culture School at the fees established for the 2019-2020 school year, utilizing the Tenakill Middle School auditorium and 13 classrooms.

L. **APPROVAL - Use of Facilities for Joey's Fund, Inc.**
 Motion to approve facilities use of Tenakill Middle School parking lot on Saturday, September 28, 2019; with a rain date of October 5, 2019 for overflow parking for the event sponsored by Anthony DeCarlo c/o Joey's Fund, Inc.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Finkelstein, Ms. Micera, Mr. Lambert

Moved by Ms Finkelstein, seconded by Ms Sung Min Lee to approve Motions A-I.

Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Micera, Mr Lambert

NAYS: None

A. **APPROVAL - Substitute Teachers**

Motion to approve the following substitute teachers for the 2019-2020 school year:

<u>Name</u>	<u>Certification</u>
Emine S Kendirkiran	NJ Substitute Certificate
Lauren T Blitz	New Jersey Certificate
Paula Ann Schweitzer	New Jersey Certificate
Eric Holsten	NJ Substitute Certificate
Jon Infeld	NJ Substitute Certificate
Talin Kupelian	New Jersey Certificate
Maria Lagomarsino	NJ Substitute Certificate
Craig Paler	NJ Substitute Certificate
Jessica Roth	New Jersey Certificate
Briana Shuki	NJ Substitute Certificate
Gary Varteresian	Substitute Custodian
MaryAnn Denner	New Jersey Certificate
Barbara Perez	NJ Substitute Certificate

B. **APPROVAL - Special Education Teacher**

Motion to approve, upon the recommendation of the Superintendent, Theresa Whitchurch as Tenakill MS Special Education Teacher, BA + 15, Step 1, at a salary of \$52,704 for the 2019-2020 school year.

C. **APPROVAL - New Paraprofessionals**

Motion to approve the following paraprofessionals for the 2019-2020 school year:

- Shuchun (Jean) Chen
- Terese Comer
- Tarannumnigar Contractor
- Naynaben Dhorajia
- Pinerose Dominique
- Amanda Eastman
- Souhalia Baha Eldana
- Donna Guerrera
- Alexis Inguaggiato
- Michele Novelli
- Susan Struss
- Alison Tenore
- Jessica Winter

D. **APPROVAL - Summer Work**

Motion to approve payment for CST summer work for the following staff members:

- Patricia Brett - 40 hours at \$50/hour
- Kathy Hedenberg- 7 hours at \$50/hour
- Kate Maher - ½ hour at \$50/hour

E. **APPROVAL - Title I Salary**

Motion to approve, upon the recommendation of the Superintendent, the payment of a portion of the salary for Ellen Monaghan, BSI Teacher at Tenakill Middle school, from Title I funds as follows:

20-231-100-100-060-00-0	\$ 70,375
11-230-100-101-060-01-0	\$ 32,194

F. **APPROVAL - Resignation**

Motion to approve the resignation of the following employees as of 6/30/19:

- Ralph Kirchner
- Nancy Rodin
- Angelica Saavedra
- Mayuli Copeland
- Laura Beahm
- Elizabeth MacFarran

G. **APPROVAL - SY 2019-2020 Paraprofessionals**

Motion to approve, upon the recommendation of the Superintendent, the appointment of Paraprofessionals for the 2019-2020 school year, attached hereto as Appendix E.

H. **APPROVAL - Leave of Absence**

Resolved that Alexandra Meril shall be granted a leave of absence from November 25, 2019 through the end of the 2019-2020 school year utilizing 11.5 sick leave days, 3 personal days, 2.5 extended payment days, 12 weeks of leave under the Family Medical Leave Act and the New Jersey Family Leave Act, as well as 10 weeks of discretionary leave under the Board Policy No. 4151.10.

BE IT FURTHER RESOLVED that Meril shall return to work at the beginning of the 2020-2021 school year.

BE IT FURTHER RESOLVED that the dates of said leave may be adjusted based on certification from Meril's physician.

I. **APPROVAL-FIRST READING - Policy & Regulation**

Motion to approve the first reading of the following: as per Appendix F

- Policy #5141.21 and Regulation #5141.21 - Administering Medication.
- Policy #5118 Nonresidents
- Policy #3541.31 - Privately Owned Vehicles

BOARD COMMITTEES

OLD/NEW BUSINESS

PUBLIC DISCUSSION

Moved by Ms Micera, seconded by Ms Sung Min Lee to open the meeting to public discussion.

Moved by Ms Micera, seconded by Ms Lee to close the meeting to public discussion.

CLOSED SESSION MOTION (If required)

Moved by Ms. Sung Min Lee, seconded by Ms. Micera to approve the following Closed Session Motion. Motion was approved by a voice vote of the Board:

YEAS: Ms Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Micera, Mr Lambert
NAYS: None

BE IT RESOLVED that the Closter Board of Education will adjourn to Closed Session to discuss the following:

Student Matters

The matters so discussed will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public.

The Board went into Closed Session at 8:08PM.

The Board reconvened from Closed Session at 8:40PM.

ADJOURNMENT

Moved by Ms Micera, seconded by Ms. Stephanie Lee to adjourn the meeting at 8:41PM.

Respectfully submitted,



Florio M. Villanueva Jr.
School Business Administrator/Board Secretary