

CLOSTER BOARD OF EDUCATION
Closter, New Jersey

AGENDA
REGULAR MEETING
Tenakill Middle School
December 12, 2019
7:30 PM

The Board meeting was called to order by Mr. Gregg Lambert at 7:30PM

The following Board members were present:

Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat, Ms. Kothari, Ms. Kwon,
Mr. Lambert, Ms. Stephanie Lee

The following Board members were absent:

Ms. Micera

Also present: Mr. McHale and Mr. 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

Mr. Lambert led the Pledge of Allegiance

PRESENTATION OF SY 2018-19 AUDIT REPORT

Mr. Alex Barrese of Lerch, Vinci & Higgins, LLP present to the Board the SY 2018-2019 Audit Report.

PRINCIPALS' REPORTS

Ms. Smith provided the board with the following updates on all the activities and events in Hillside Elementary School:

- Holiday concerts were a great success. Congratulations to Ms. Pidi, the 3rd and 4th grade wind ensemble and the entire 4th grade class.
- Match Committee continues to review texts, several staff attended a presentation by a representative from one of the publishers and the committee will meet on Friday, December 13th to share and discuss.
- ICARE program will be integrated into the health curriculum. This month, there is an interactive bulletin board in which students place stickers based on positive social choices.
- Congratulations to Ms. Gerbig who was accepted into NJEA's first cohort of the Leadership Academy.
- Congratulations to Nick Shapiro on receiving tenure.
- Thank you to the PTO for the successful holiday boutique.
- Report cards were released on Wednesday, December 11th.
- December 13th is Spirit Day.
- Student Council elections on December 18th.
- Upcoming Events:
 - PTO cultural arts
 - Beyond Mariachi assembly
 - Englewinds presentation of The Tortoise and the Hare

Mr. Tantum provided the board with the following updates on all the activities and events in Tenakill Middle School:

- Review of Events Past
 - TREP\$ - December 3rd - 6:30-8:30
 - Thank you to Ms. Sunshine, Mr. Chappell and his staff, and to the community support.
 - Student Expenses - \$4,441.00, Revenue - \$11,082.00, Profit - \$6,694.00 or average \$51 per student
 - Winter Concert
 - 270+ Students (half the school) involved in band, orchestra, and chorus
 - Thank you to Ms. Abbey, Ms. Riecken, Ms. Mandal, Mr. Hernandez, and the custodian staff
 - Picture Day Completed
 - Teen Cap
 - 5th Grade Health - Healthy Plate Project
 - Report Cards - Trimester 1
 - 187 High Honor Roll, 87 Honor Roll, 136 Credit List

- Student Recognition
 - Debate Team
 - October - 9 Teams - 15 wins and 3 losses
 - November - 12 teams debating - ended the night with 19 wins and 5 losses
- Upcoming Events
 - Rick Wormeli
 - ADL - Step It Up Anti-bullying

SUPERINTENDENT'S REPORT

Mr. McHale shared with the board and the community the following updates:

- Mr. McHale and Mr. Villanueva attended a Mid-Year Budget Review at the County Office on December 10th. Status of 2019-20 budget implementation, 2020-2021 budget considerations, Science Standards update, Curriculum involving the contributions of LGBTQ people and people with disabilities were discussed at this meeting.
- Successful concerts in HES and TMS
- NVCC will sponsor a professional development at TMS with Rick Wormeli. Representative from Closter Schools and administrators will be in attendance.
- Conversations with the Superintendent will take place on January 7th, February 6th, March 25th and May 24th.
- District Goals Update:
 - DEAC has been formed and held the first meeting on November 20th.
 - Started the process for participation in Future Ready School - NJ
- Schools will be closed for the holiday recess.

The Board honored Ms. Stephanie Lee for her service to the Closter Public Schools as a board trustee and vice-president. She was presented with a plaque, Mr. Lambert spoke on behalf of the board and thanked Ms. Lee for her dedication.

MINUTES

Moved by Ms. Finkelstein, seconded by Mr. Linn to approve the following minutes. Motion was approved by voice vote of the Board:

- November 14, 2019

PUBLIC DISCUSSION on AGENDA ITEMS

Moved by Ms. Finkelstein, seconded by Mr. Linn to open the meeting to the public.

Statements made by individual participants are limited to a duration of three (3) minutes unless otherwise announced at the beginning of the discussion. The Board urges large groups to select one person to represent them. The Board reminds those individuals who take the opportunity to speak to please step up, identify themselves by name and address, and to limit their comments to items listed on the agenda.

There were no public comments.

Moved by Ms. Kwon seconded by Ms Finkelstein 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 Mr. Linn to approve Motions A-D. Motions were approved by a roll call vote of the Board as follows:

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat, Ms. Kothari,
Ms. Kwon, Mr. Lambert, Ms. Stephanie Lee

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: Meghan Pleus
Course No./Title: MSR II - Multisensory Reading 2
Institution: Fairleigh Dickinson University
Credits: 3

Staff Member: Mary Lotito
Course No./Title: MSR II - Multisensory Reading 2
Institution: Fairleigh Dickinson University
Credits: 3

Staff Member: Eileen Kennedy
Course No./Title: EDUC 6752.81 K-4 Literature for Struggling Readers
Institution: Fairleigh Dickinson University
Credits: 1

Staff Member: Sarah Rhee
Course No./Title: 15:253:510 Academic English in the Content Area
Institution: Rutgers
Credits: 3

Staff Member: Lauren Barbieri
Course No./Title: EDAD 510 OLH Seminar/Practicum in Teacher Leadership
and Supervision
Institution: Rider University
Credits: 3

Staff Member: Kate Maher
Course No./Title: SPED 6570 Seminar in Clinical Application to Learning Disabilities
Institution: William Paterson University
Credits: 3

Staff Member: William Potkulski
Course No./Title: ESSOL.PA.1.14.20 Emotional Security in Schools
Institution: TEI-Carlow University
Credits: 3

Staff Member: William Potkulski
Course No./Title: EDC 8355 Cooperative Learning Strategies for PE Teachers
Institution: Baker University
Credits: 1

Staff Member: William Potkulski
Course No./Title: EDC 8290 Motivating the Hard to Motivate
Institution: Baker University
Credits: 1

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences:

Staff Member: Alexandra Earle
Conference: 8th Grade Counselor Scheduling Meeting
Location: NVRHS-D
Date: 12/13/19
Cost to Board: \$0

Staff Member: Kate Maher
Conference: Regional Professional Development Board
Location: NVRHS-D
Date: 12/18/19 and 2/26/20
Cost to Board: \$180.00 (2 days' substitutes)

Staff Member: Amy Kenny-Whritenour
Conference: Regional Professional Development Board
Location: NVRHS-D
Date: 12/18/19 and 2/26/20
Cost to Board: \$180.00

Staff Member: Erica Cho
Conference: DEAC Meeting
Location: Tenakill Conference Room
Date: 1/8/20
Cost to Board: \$45.00

Staff Member: Barbara Cullere
Conference: DEAC Meeting
Location: Tenakill Conference Room
Date: 1/8/20
Cost to Board: \$0

Staff Member: Karen Caruso
Conference: DEAC Meeting
Location: Tenakill Conference Room
Date: 1/8/20
Cost to Board: \$45.00

Staff Member: Vincent McHale
Conference: NJ Techspo
Location: Atlantic City, NJ
Date: 1/30/20 and 1/31/20
Cost to Board: \$806.24

Staff Member: Amy Kenny-Whritenour, Amanda Cummings, Kate Finnegan,
Mary Auriti
Conference: Rick Wormeli: Evidence Based Assessment & Grading
Location: NVCC
Date: 12/16/19
Cost to Board: \$180.00 (for four half-day substitutes)

Staff Member: Charlene Gerbig
Conference: DEAC Committee
Location: Tenakill Conference Room
Date: 1/8/20
Cost to Board: \$45.00

Staff Member: Charlene Gerbig
Conference: Regional Professional Development Board
Location: NVCC
Date: 12/18/19
Cost to Board: \$90.00

Staff Member: James Klika
Conference: Regional Professional Development Board
Location: NVCC
Date: 12/18/19
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill
Group: Grade 5
Month: February 2020
Destination: Challenger Center
Location: Airmont, NY

School: Tenakill
Group: Grades 7 and 8 Band/Orchestra
Month: January 2020
Destination: NVRHS-D
Location: Demarest

School: Tenakill
Group: Grades 7 and 8 Band/Orchestra
Month: May 2020
Destination: Festival Performance and Six Flags
Location: Jackson, NJ

School: Tenakill
Group: Science Olympiad
Month: January 2020
Destination: NJIT
Location: Newark, NJ

D. **APPROVAL - Participation in Future Ready Schools NJ**

Whereas - The Closter Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team liaison and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education,

Whereas - The Closter Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education,

Therefore, it is resolved that the Closter Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint William Tantum to be the district's liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Vincent McHale will be the responsible agent at the district level to carry out the district's commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district's commitment and support our schools in achieving certification through the Future Ready Schools – New Jersey Certification Program.

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kothari, Ms. Kwon, Ms. Stephanie Lee

Moved by Ms. Kothari seconded by Mr. Linn to approve Motions A-G.

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

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat, Ms. Kothari,
Ms. Kwon, Mr. Lambert, Ms. Stephanie Lee

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:

- 1) Board Secretary and School Treasurer Financial Reports for November 2019.
- 2) Board of Education's Monthly Certification of Budgetary Major Account/Fund status for November 2019.
- 3) Transfer of funds for November 2019 as per Appendix A attached.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from November 26, 2019 to December 12, 2019 in the amount of:

General Fund (Fund 10)	\$524,596.58
Special Revenue (Fund 20)	\$ 10,308.00
Enterprise (Milk – Fund 60)	\$ 507.98
TOTAL	\$535,412.56

C. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Lauren Barbieri
Course: CURR 552 Creative Ethical Teacher Leadership
Remuneration: \$1,000.00

D. **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
9808079630	\$17,933.30	PSD	Northvale

E. **APPROVAL – Special Education Placements**

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

NJSMART#	Tuition	Grade	Placement
8096612745	\$45,911.40	PSD	Valley Program

F. **APPROVAL - Asset Disposal**

Motion to approve the disposal of two (2) broken Smart Boards, tag #'s 10106, 10127 and one (1) intercom system tag #10042.

G. **ACCEPTANCE - SY 2018-19 Audit**

Motion to accept the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR) for the fiscal year ending June 30, 2019, as audited by Lerch, Vinci & Higgins, LLP.

PERSONNEL AND MANAGEMENT COMMITTEE

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

Moved by Ms. Finkelstein, seconded by Mr. Linn to approve Motions A-E. Motions were approved by a roll call vote of the Board as follows:

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat, Ms. Kothari,
Ms. Kwon, Mr. Lambert, Ms. Stephanie Lee

NAYS: None

A. **APPROVAL - Resignation of School Nurse**

Motion to approve, with regrets, the resignation of Angela Portanova, School Nurse at Tenakill Middle School, effective 1/14/20 (last day of employment is 1/13/20).

B. APPROVAL - School Nurse

Motion to approve Jaime Caruso as Tenakill Middle School Nurse for the 2019-2020 school year at BA, Step 7, at a salary of \$61,942, **pending criminal history check**. Start date to be determined.

C. APPROVAL - Substitute Nurse/Teachers

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

<u>Name</u>	<u>Certification</u>
Amanda Eastman	NJ Teacher Certification
*Barbara Farrell, RN	School Nurse, Registered Nurse
*Pending criminal history check	

D. APPROVAL - Paraprofessionals

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

<u>Name</u>	<u>Hourly Rate</u>	<u>Hours</u>	<u>Building</u>
*Vesna Garza	\$18.03	5	Hillside Elementary School
*Katarina Sorman	\$18.03	5.75	Hillside Elementary School
*Pending criminal history check			

E. APPROVAL- Change of Hours for Paraprofessionals

Motion to approve the following revision of hours for Paraprofessionals for the 2019-2020 school year:

- Christine Rosner from 5 hours to 5.5 hours
- Gabriella Sloezen from 5.25 hours to 5.75 hours
- Trish Francavilla from 5.5 hours to 5.75 hours
- Edlira Gjata from 4 hours to 5.75 hours

POLICY COMMITTEE

Chairperson Ms. Micera

Moved by Ms. Bhagat, seconded by Mr. Linn to approve Motion A.
Motion was approved by a roll call vote of the Board as follows:

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat, Ms. Kothari,
Ms. Kwon, Mr. Lambert, Ms. Stephanie Lee
NAYS: None

A. Approval - First Reading of Policy #6164.6 Tutoring

Motion to approve first reading of policy #6164.6 Tutoring - Appendix B.

BOARD COMMITTEES

Ms. Finkelstein shared with the board the items discussed at the Personnel Committee meeting:

- DEAC
- Tutoring policy
- Professional Development
- Onboarding procedure for subs and paras
- Update of job descriptions
- Superintendent Evaluation

Ms. Sung Min Lee shared with the board the items discussed at the Curriculum Committee meeting:

- Recess requirement
- Math textbook update
- Contributions of people with disabilities and LGBTQ
- NJSLA field testing
- NJSLA Science results
- HS preparedness, classes offered and tracking of students
- Clubs and extra-curricular activities expectations
- Possibly availability of the fitness center

Ms. Kothari shared with the board the items discussed at the Finance and Physical Plant Committee meeting:

- Audit and Management Report
- District's financial status including reserves and surplus
- 2020-2021 budget calendar and the various meetings scheduled for the committee
- Pre-school tuition and before/after care services
- Capital projects for budget consideration

OLD/NEW BUSINESS

New Business:

Mr. McHale asked the trustees to review the first draft of the SY 2020-2021 calendar.

Mr. Villanueva reminded the board that the Organization meeting will take place on January 2, 2020.

PUBLIC DISCUSSION

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

Statements made by individual participants are limited to a duration of three (3) minutes unless otherwise announced at the beginning of the discussion. The Board reminds those individuals who take the opportunity to speak to please step up, identify themselves by name and address.

A member of the public who has kids in the school system wanted to know how he can contribute to the schools. Mr. Lambert responded on behalf of the board.

Moved by Ms. Kwon, seconded by Ms. Finkelstein to close the meeting to public discussion.

CLOSED SESSION MOTION

The board did not convene for a closed session.

ADJOURNMENT

Moved by Ms. Sung Min Lee, seconded by Mr. Linn to adjourn the meeting at 8:27 PM.

Respectfully,



Floro Villanueva, Jr
Business Administrator/Board Secretary