

**CLOSTER BOARD OF EDUCATION**  
**Closter, New Jersey**

**MINUTES**  
**WORK SESSION**  
*Tenakill Middle School*  
*January 3, 2019*

***Immediately Following Annual Organization Meeting***

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The Work Session was called to order by President Lambert at 7:40 PM.

The following Board Members were present:

Mr. Linn, Ms. Finkelstein, Ms. Bhagat, Ms. Micera, Ms. Kothari,  
Ms. Kwon, Mr. Lambert

The following Board Members were absent:

Ms. Lee (Stephanie), Ms. Lee (Sung Min)

Also present: Ms. Newberry, Mr. Donow

**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**

**CORRESPONDENCE**

Letter dated December 14, 2018, from Mr. Paul Aguirre (second letter dated Dec.26, 2018 (MA +30, Step 9)

Retirement letter (as of 6/30/19) received January 2, 2019, from Ms. JoAnn Puleo, Tenakill Art Teacher

The President noted that the Superintendent search was proceeding and announced that there be public input sessions for the staff and general public on January 23, 2019, which will be moderated by the New Jersey School Boards Association. Staff may participate at 3:30PM and the general public may participate at 7:00PM; both sessions to be conducted in the auditorium at Tenakill Middle School.

**PUBLIC DISCUSSION**

Moved by Ms. Micera, seconded by Ms. Finkelstein to open the meeting to the public discussion at 7:43 PM.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Finkelstein to resume the regular order of business at 7:43 PM.

**FINANCE AND PHYSICAL PLANT COMMITTEE**

**Chairperson Ms. Kwon, Mr. Linn, Ms. Kothari**

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

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Bhagat, Ms. Micera, Ms. Kothari,  
Ms. Kwon, Mr. Lambert

NAYS: none

- A. 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 November 2018.
  - b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for November 2018.
  - c. Transfer of funds for November 2018 as per Appendix A attached.
  
- B. Motion to approve payment of bills from 12/14/2018 to 1/3/2019 in the amount of:  

General Fund (Fund 10)	\$1,104,466.62
Special Revenue (Fund 20)	\$ 3,834.00
TOTAL	\$1,108,300.62
  
- C. Motion to approve an agreement with the DiCara Rubino, the district's architects, for Professional Services for Electrical Upgrades at Tenakill Middle School and Hillside Elementary School, in the amount of \$18,000.00 for construction documents, bidding and award, and contract administration, plus customary

reimbursable expenses at 1.15 times the expense. Funding for the professional fees are to be included in the overall cost of the project and come from Capital Reserve.

PERSONNEL AND MANAGEMENT COMMITTEE

**Chairperson Ms. Sung Min Lee, Ms. Finkelstein, Mr. Lambert**

Moved by Ms. Finkelstein, seconded by Ms. Micera to approve Motions A-F. Motions were by a roll call vote of the Board as follows:

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Bhagat, Ms. Micera, Ms. Kothari,  
Ms. Kwon, Mr. Lambert

NAYS: none

- A. Motion to approve, upon the recommendation of the Superintendent, the recall and appointment of Mr. Paul Aguirre as the Tenakill Spanish Language teacher, effective March 1, 2019 for the remainder of 2018-2019 school year, at a prorated salary of \$81,334/annum (MA 30 Step 9).
- B. Motion to approve, with regret, the retirement of Ms. JoAnn Puleo, Tenakill Middle School Art Teacher, effective June 30, 2019.
- C. Motion to approve, upon recommendation of the Superintendent, the hiring of Ms. Teresa Viole as Hillside ES kindergarten special education paraprofessional for 5.9 hrs/day (5 hrs. & 54 mins.) at \$18.03/hr for school year 2018-2019, effective start date of approximately Feb. 16, 2019.
- D. Motion to approve, upon the recommendation of the Superintendent, Ms. Elizabeth Brown as substitute teacher for school year 2018-2019.
- E. Motion to approve, upon the recommendation of the Superintendent, an increase in longevity from \$650/year to \$1,500/year (prorated) for Ms. Stella Morales, effective January 1, 2019.
- F. Motion to approve second reading and adoption of the following Closter Board of Education policy:

4111.2/4211.2 Domestic Violence

BOARD COMMITTEES

President Lambert requested Board members' input for Committee choices as soon as possible.

OLD/NEW BUSINESS

The Interim Business Administrator reported that FY'18 audit has not been received because the State of New Jersey has still not provided the auditors with the data required for compliance with GASB 75. As a result of this data, there would be no change to the audit information previously reported, but the documents and charts themselves must contain this information in order for the audit to be a qualified opinion. He noted that no district in the state has been able to meet the statutory deadline as a result of the delay.

On behalf of the entire Board, President Lambert thanked Mr. Donow for his service to the district as the Interim Business Administrator/Board Secretary during this difficult past year.

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Finkelstein to open the meeting to public discussion at 7:52 PM.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Finkelstein to close the meeting to public discussion at 7:52 PM.

CLOSED SESSION MOTION and ADJOURNMENT

Moved by Ms. Kothari, seconded by Ms. Kwon to approve the following Closed Session Motion and Adjournment. Motion was unanimously carried by a voice vote of the Board:

YEAS: Mr. Linn, Ms. Finkelstein, Ms. Bhagat, Ms. Micera, Ms. Kothari,  
Ms. Kwon, Mr. Lambert

NAYS: none

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

HIB matter

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 adjourned the public meeting and went into Closed Session at 7:53 PM.

Respectfully submitted,

Michael J. Donow,  
Interim Business Administrator/Board Secretary