

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

MINUTES  
REGULAR MEETING  
Tenakill Middle School  
May 16, 2019

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The Board Meeting was called to order by President Lambert at 7:30 PM.

The following board members were present:

Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,  
Ms. Kwon, Mr. Lambert, Ms. S.M. Lee and Ms. Kothari

The following board members were absent:

Mr. Linn

Also present: Ms. Newberry 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

The Pledge of Allegiance was led by Mr. Lambert

PRINCIPALS' REPORTS

Mr. Tantum briefed the Board members and the public on Tenakill MS's activities and events:

- Curriculum Program Updates
  - 7th Grade Elective/World Language Meeting this past Wednesday
  - NJSLA Testing almost complete
  - Executive Functioning Curriculum Review - May 22

- Upcoming Events
  - AIR PAIRent Program - May 16th
  - Art Show - May 16th - 26th
  - Health Fair - Thursday, May 23rd
  - Memorial Day Parade
  - Book Fair - May 28th - 30th
  - Boston Trip - May 30th - 31st
  - Wounded Warrior Assembly - May 31st

Ms. Newberry briefed the Board members and the public on Hillside ES's activities and events:

- Kindergarten Orientation, 2 Sessions on May 23rd
- Local Ambulance Corp visited HES 1st Grade class on May 15th
- 3rd Grade Recorder Concert
- 3rd Grade trip to Carnegie Hall on May 21st
- Mother's Day Plant Sale on May 10th was a success
- Moving on Program

#### CORRESPONDENCE

Letter dated April 25, 2019 from Ms. Taylor Crawford, Tenakill Special Ed. teacher  
 Letter dated May 13, 2019 from Cliffside Park family

#### MINUTES

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

April 25, 2019 Regular Meeting; April 25, 2019 Executive Session  
 May 2, 2019 Work Session & Budget Hearing; May 2, 2019 Executive Session

#### PUBLIC DISCUSSION

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

There were no public comments

Moved by Ms. Micera seconded by Ms. S. 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 & B.  
 Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. SM Lee, Ms. Bhagat, Ms. Micera,  
Ms. Kwon, Ms. Kothari, Mr. Lambert  
NAYS: none

- A. Motion to approve the following field trips for 2018-2019 as recommended to the Superintendent by the Principals:

School: Hillside  
Group: Grade 2 - Ms. Collins' Class  
Month: May  
Destination: Closter Nature Center  
Location: Closter, NJ

- B. Motion to approve the following Professional Development Requests for 2018-2019:

Staff Member: Ralph Chappell  
Conference: Bio-Shine Educational Seminar  
Date: May 23, 2019  
Location: Monroe, NJ  
Cost to Board: \$0.00

Staff Member: Joanne Iyo  
Conference: What Works for Kids 2019 (Presenter)  
Date: May 30, 2019  
Location: Bergen Community College  
Cost to Board: \$0.00

Staff Member: Laura Abbey  
Conference: NJSMA - Complimentary Professional Development Day  
Date: June 3, 2019  
Location: Mountain Lakes, NJ  
Cost to Board: \$0.00

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. SM Lee, Ms. Bhagat, Ms. Micera,  
Ms. Kwon, Ms. Kothari, 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 April 2019.
  - b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for April 2019.
  - c. Transfer of funds for April 2019 as per Appendix A attached.

- B. Motion to approve payment of bills from May 3, 2019, through May 13, 2019, in the amount of:

NJ Unemployment	
Compensation Fund (Qtr.)	\$ 1,425.24
General Fund (Fund 10)	\$1,144,390.19
Special Revenue (Fund 20)	\$ 3,834.00
<u>Enterprise (Milk – Fund 60)</u>	<u>\$ 741.62</u>
TOTAL	\$1,150,391.05

- C. **RESOLUTION – Approval of Tax Levy Payment Schedule – SY 2019-2020**  
RESOLVED, that the Closter Board of Education approves the tax levy payment schedule in support of the 2019-2020 school year budget, attached hereto as Appendix B.
- D. **RESOLUTION – Professional Service Agreement – Fixed Assets Update**  
RESOLVED, that the Closter Board of Education approves the renewal of a professional service agreement with AM Consultants for completion of an update of the district's Fixed Assets Inventory as of June 30, 2019, as required for the annual audit, in the amount of \$875.00
- E. **RESOLUTION –Service Agreement – Postage Machine**  
RESOLVED, that the Closter Board of Education approves the agreement with Pitney Bowes for a 60 month lease of a postage machine in the amount of \$66.10 per month or \$793.20 per year effective July 1, 2019.
- F. **RESOLUTION – Amendment to the Long Range Facilities Plan**  
WHEREAS, the Board of Education of Closter in the County of Bergen, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:
- Heating Upgrade for Airedale Units in HES & TMS
  - Electrical Upgrade in HES & TMS
  - Music Room Partition - HES
  - Sidewalk Repair in Harrington Avenue – TMS
  - Replacement of Auditorium Doors – TMS
  - Milling and Paving of TMS East Side Parking Area
  - Abatement and Replacement of Flooring in Old Wing Corridor – TMS

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the projects;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Closter in the County of Bergen, New Jersey hereby authorizes the amendment of its Long Range Facilities Plan in order to reflect the proposed projects; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

- G. Motion to approve out-of-district (Cliffside Park) Gr. 7 student for school year 2019-2020 at a tuition rate of \$15,753.
- H. Motion to approve facilities use of Hillside ES for Closter Police Dept. training exercise on May 21 & 23, 2019, 7-10 PM.
- I. Motion to approve facilities use of Hillside ES gym by Closter PTO for Spring Book Fair, May 20-22, 2019.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. SM Lee, Ms. Bhagat, Ms. Micera,  
Ms. Kwon, Ms. Kothari, Mr. Lambert  
NAYS: none

- A. Motion to approve first reading of the following Closter Board of Education policies:  
5145.7 Gender Identity and Expression
- B. Motion to approve the authorization for submission to the County Office of the Comprehensive Equity Plan for school years 2019-2022 and the CEP SOA.
- C. Motion to approve, upon the recommendation of the Superintendent, the appointment of Courtney Carmichael as Supervisor of Curriculum and Instruction & Assistant Principal for Hillside Elementary School for SY 2019-2020 at a salary of \$126,125.00.
- D. Motion to accept, with regret, the resignation of Ms. Taylor Crawford, Tenakill Special Education teacher, effective June 30, 2019.

- E. Motion to approve, upon recommendation of the Superintendent, the following personnel for 2019-2020\*\*, attached hereto as Appendix C:

Non-Tenured Teachers  
Tenured Teachers  
Secretarial Staff  
Custodial and Maintenance Staff

\*\*Salary & Step Pending Negotiations

- F. Motion to approve, upon recommendation of the Superintendent, that Craig Paler will finish his assignment in the Gr. 8 math position on May 17, 2019.
- G. Motion to approve, upon recommendation of the Superintendent, Christopher Rota as long-term substitute teacher to complete Gr. 8 math position until June 21, 2019, effective start date of May 14, 2019. Salary will reflect the Long-Term Leave Replacement Teacher Pay Schedule amended December 13, 2018 for BA Step 0 equivalent.

#### BOARD COMMITTEES

Ms. Finkelstein reported that the Personnel committee met on May 15th to discuss he transition.

#### OLD/NEW BUSINESS

Mr. Lambert reported that the board completed Ms. Newberry's evaluation.

#### PUBLIC DISCUSSION

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to open the meeting to public discussion.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to close the meeting to public discussion.

#### CLOSED SESSION MOTION

Moved by Ms. Sung Min Lee, seconded by Ms. Micera to approve the following Closed Session Motion.

Motion was carried by a voice vote of the Board:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. SM Lee, Ms. Bhagat, Ms. Micera,  
Ms. Kwon, Ms. Kothari, Mr. Lambert  
NAYS: none

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

- Personnel
- Possible Acquisition of Property

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 8:00 PM.  
The Board reconvened from Closed Session at 8:18 PM.

ADJOURNMENT

Moved by Ms. Micera, seconded by Ms. Stephanie Lee to adjourn the meeting at 8:19 PM.

Respectfully submitted,

Floro M. Villanueva, Jr.  
Business Administrator/School Board Secretary