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CLOSTER BOARD OF EDUCATION
Closter, New Jersey

MINUTES
REGULAR MEETING
Tenakill Middle School
October 18, 2018
7:30 PM

The Board meeting was called to order by Vice President Stephanie Lee at 7:30 PM.

The following Board members were present:

Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Micera, Ms. Kwon

The following Board members were absent:

Mr. Linn, Mr. Kleinman, Ms. Kothari, Mr. Lambert

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

The Pledge of Allegiance was led by Ms. Lee (Stephanie).

PRINCIPALS' REPORTS

Presentation -- TREP\$ Entrepreneurial Program for Grade 6 -- Mr. William Tantum

Mr. Tantum and Mr. McElroy briefed the Board and the public on Tenakill's highlights:

- New phones and Lockdown System is operational

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- Week of Respect activities and assembly were well received; thank you to Alexandra Earle, TMS Guidance Counselor
- Student Trips - Gr. 8 to high school, Gr. 5 to Buehler Challenger and Science Center, Gr. 6 overnight to Camp Greenkill in November
Upper Saddle River Middle School visit to investigate Tenakill's elective program
- Gr. 7&8 Back to School Night went well; Soccer and Volleyball underway

SUPERINTENDENT'S REPORT

- Attending meeting with Korean Parent Group PTO - discussion on fundraising to provide air-conditioning in both Tenakill and Hillside schools. KPG PTO is already fundraising.

CORRESPONDENCE

Letter dated October 15, 2018 from Ms. Sandra Hirsch, retiring in June 2019
Notice from the NJ DOE for School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act 2017-2018* for Hillside ES and Tenakill MS.

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Lee (Sung Min) to open the meeting to the public discussion at 7:52 PM.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Kwon to resume the regular order of business at 7:52 PM.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Micera, Ms. Stephanie Lee, Mr. Kleinman

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

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Micera, Ms. Kwon
NAYS: none

- A. Motion to approve the following field trips:
- | | |
|--------------|------------------------|
| School: | Tenakill Middle School |
| Group: | Grades 7 and 8 |
| Month: | December 2018 |
| Destination: | Winter Concert |
| Location: | NVRHS-Demarest |

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School: Hillside Elementary School
Group: Grade 1
Month: March 2019
Destination: Bergen PAC
Location: Englewood, NJ

School: Tenakill Middle School
Group: Grade 8
Month: May 2019
Destination: Washington, DC

B. Motion to approve the following staff conferences:

Staff Member/s: Ralph Chappell
Conference: AHERA/OSHA Operations & Maintenance Annual
Refresher
Location: Ocean, NJ
Date: November 6, 2018
Cost to Board: Registration fees \$135.00

Staff Member/s: Sara Kim
Conference: Social Media: The Good, the Bad & The Ugly
Location: Rutgers University
Date: 11/9/18 (During NJEA Convention)
Cost to Board: \$129.00

Staff Member/s: Kathy Scala
Conference: Building Resiliency in Bergen-Empowering Our Communities
Location: Bergen Community College
Date: 11/29/18
Cost to Board: \$150.00

C. Motion to approve 5 classroom observation hours for Kasey Bruno as requirement for college coursework.

D. Motion to approve a letter to parents from Joanne Newberry regarding permission to video/audio record lessons designed by Ms. DiFei Shi for her students, in order to meet requirements of advanced edTPA certification (Appendix A).

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- E. Motion to approve School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights for Hillside Elementary School and Tenakill Middle School for the 2017-2018 school year.

FINANCE AND PHYSICAL PLANT COMMITTEE

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

Moved by Ms. Kwon, seconded by Ms. Micera to approve Motions A - K.

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

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Micera, Ms. Kwon

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 September 2018.
 - b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for September 2018.
 - c. Transfer of funds for September 2018 as per Appendix B attached.

- B. Motion to approve payment of bills from October 5, 2018 to October 18, 2018 in the amount of:

General Fund (Fund 10)	\$1,160,033.38
Special Revenue (Fund 20)	\$ 3,834.00
Enterprise (Milk – Fund 60)	\$ 738.65
TOTAL	\$1,164,606.03

- C. Motion to approve tuition contracts for received students as outlined below for 2018-2019 school year:

Student # (NJSMART)	Source	Program	Tuition
TBD	Old Tappan BOE	PreSchool Disabled	\$14,154.74

- D. Motion to approve a change order to close out the Partial Roof Replacement Tenakill/Hillside project with Roof Management, Inc. as follows:

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Original Contract Sum	\$286,000.00
Change Order (GC-01)	(\$40,000.00)
New Contract Sum	\$246,000.00

- E. Motion to approve an agreement with Lupardi's Nursery Inc. for snow plowing during the 2018-19 school year in accordance with their proposal that is attached as Appendix C.
- F. Motion to approve the Annual Maintenance Budget Amount Worksheet (M-1) in accordance with N.J.A.C.6A:26A, and the annual Comprehensive Maintenance Plan, as required by the NJQSAC process, as per Appendix D attached.
- G. Motion to affirm a contract awarded to Spartan Construction, Inc., the lowest responsive quote, for the repairs to the exterior gym wall at Tenakill Middle School, in the amount of \$32,000.00.

QUOTE SUMMARY

Spartan Construction	\$32,000.00
Cell Construction, Inc/	\$37,475.00
VIP Construction Services, Inc.	\$41,800.00

- H. Motion to approve facilities use of Tenakill MS Auditorium for PTO play "Alice in Wonderland" auditions and rehearsals in conjunction with Porchlight Productions beginning October 2018 through December and January; the performance of the play will be Saturday, February 2, 2019.
- I. Motion to approve facilities use of Hillside ES Gym for PTO Mathnasium event on Wednesday, December 12, 2018, 4:00 to 7:30 PM.
- J. Motion to approve facilities use of Tenakill MS Auditorium for PTO Trivia Night on Friday, January 11, 2019, 5:30 - 8:30 PM.
- K. Motion to approve facilities use of Hillside ES Gym for PTO Father/Daughter Dance on Thursday, February 7, 2019, 3:30 - 9:00 PM.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

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YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Micera, Ms. Kwon
NAYS: none

- A. Motion to approve the following staff members to move on the salary guide, retroactive to September 1, 2018:

STAFF MEMBER	GUIDE/STEP	LONGEVITY	STIPEND
Laura Abbey	BA+15 to MA, Step 8	N/A	N/A
Katrina Vastano	BA+15 to MA, Step 4	N/A	N/A

- B. Motion to approve 2018-2019 Schedule F: Extracurricular Activity Positions and Stipends for Hillside ES and Tenakill MS, and 2018-2019 Tenakill MS Advisor/Advisee Committee Appointments, as per Appendix E, attached hereto.
- C. Motion to approve, upon the recommendation of the Superintendent, Ms. Jamie Marotti as home instructor (math) for Gr. 4 student, twice weekly (1 hour per week), at a rate of \$50/hour, effective October 10, 2018, for the remainder of the school year 2018-2019.
- D. Motion to approve, upon the recommendation of the Superintendent, longevity increase of \$1,000/year for Margaret Churchill; pro-rated amount of \$750 effective November 16, 2018 through June 30, 2019.
- E. Motion to approve the following Volunteers for school year 2018-2019, as per Appendix F attached hereto.
- F. Motion to approve maternity leave for Katelyn Lee on or about 11/16/18 with a return date on or about 4/29/19.
- G. Motion to approve, with regrets, the retirement of Sandra Hirsch as of June 30, 2019.

BOARD COMMITTEES

The Finance Committee will be meeting on November 5, 2018.

OLD/NEW BUSINESS

none

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PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Lee (Sung Min) to open the meeting to public discussion at 8:01 PM.

There were no public comments.

Moved by Ms. Kwon, seconded by Ms. Micera to close the meeting to public discussion at 8:01 PM.

CLOSED SESSION MOTION and ADJOURNMENT

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

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Micera, Ms. Kwon

NAYS: none

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

Personnel

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 8:02 PM.

Respectfully submitted,

Michael J. Donow
Interim Business Administrator/Board Secretary