

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

September 23, 2021 - 7:30 PM

Call to order: _____ @ _____ P.M.

Roll Call:

Ms. Bhagat	_____
Ms. Kothari	_____
Ms. Kwon	_____
Ms. Lee	_____
Mr. Linn	_____
Ms. Micera	_____
Dr. Puttannah	_____
Ms. Cross	_____
Ms. Finkelstein	_____

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, remote access information, and place thereof, posted at each school building within the district, district website, the Board of Education office, the Office of the Borough Clerk, and transmitted to *The Record* and *Northern Valley Suburbanite* newspapers.

PLEDGE OF ALLEGIANCE

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

PUBLIC DISCUSSION ON AGENDA ITEMS

Moved by _____, seconded by _____ 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. A maximum of 15 minutes for public input is scheduled as per bylaw 0167. 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.

Moved by _____, seconded by _____ to resume the regular order of business.

BOARD OPERATIONS

Moved by _____, seconded by _____ to approve Motions A - E.

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

YEAS:

NAYS:

A. APPROVAL - Minutes

Motion to approve September 9, 2021, minutes.

B. APPROVAL - District Goals for the 2021-2022 School Year.

Motion to approve the following district goals developed cooperatively by the Board of Education and Superintendent:

1) By May 2022, implement the District Diversity Council Action Plan for the 2021-2022 academic year; the District Diversity Council will have at least three meetings to identify a plan for the 2022-2023 academic year.

2) Create a research team to identify what Closter students will need in their future and to recommend any future-ready programs to the Board by February 2022, to be included in the 2022-2023 budget.

3) By March 2022, a middle school team will review the middle-school to high school transition process and will create an action plan to ensure the successful transition of eighth grade students to high school. The team will identify a procedure for maintaining longitudinal data on how Closter students perform at Northern Valley Regional High School.

C. **APPROVAL - Board Goal for the 2021-2022 School Year:**

Motion to approve the following Board goal developed by the Board of Education:

1) The Finance and Physical Plant Committee will review the district long-range facilities plan to determine what improvements to the school should be updated in the plan. The committee will present the plan to the full Board for approval.

D. **APPROVAL - Use of Facilities for Closter Recreation Department**

Motion to approve the Closter Recreation Department to use the Hillside Elementary School gymnasium and Tenakill Middle School gymnasium during the 2021/2022 school year.

E. **APPROVAL - Use of Facilities for Girl Scouts Closter Brownies Troop #97788**

Motion to approve Troop #97788 to hold their monthly meeting in a classroom at Hillside Elementary School during the 2021/2022 school year.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Lee, Ms. Cross, Dr. Puttannah

Moved by _____, seconded by _____ to approve Motions A - C.

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

YEAS:

NAYS:

A. **APPROVAL - Staff Coursework**

Motion to approve the following courses for 2021-2022 as recommended to the superintendent by the Principals:

Staff Member: Meghan Pleus
Course No./Title: EDUC 7185 Mindful Teachers, Mindful Classrooms
Institution: University of LaVerne
Credits: 3

Staff Member: Brittany Steele
Course No./Title: ED Teaching Comprehension Strategies
Institution: Capella University
Credits: 3

Staff Member: Leigh Bomzer
Course No./Title: MAT 929 Fostering Math Discussion
Institution: Fresno Pacific University
Credits: 3

Staff Member: Leigh Bomzer
Course No./Title: MAT 930 Common Core Math Practices
Institution: Fresno Pacific University
Credits: 3

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences:

Staff Member(s): Courtney Carmichael
Conference: NV Curriculum Leaders
Location: NVRHS-Demarest
Date: **2021:** 9/24, 10/1, 10/12, 10/15, 11/23
2022: 1/18, 1/19, 1/20, 2/15, 3/29, 4/29, 5/17
Cost to Board: \$0

Staff Member(s): Jennifer Annese, Ashley Buckley, Eileen Kennedy, Alyssa Levy,
Regina Pesce, Meghan Pleus, Lori Scalera
Conference: NJIDA Virtual Conference 2021
Location: Virtual
Date: 10/1/2021 & 10/2/2021
Cost to Board: \$1,025 (Registration fee 6 @\$150 & 1 @\$125)

Staff Member(s): Silvia Jost
Conference: New Jersey Science Convention
Location: Princeton, NJ
Date: 10/19/21
Cost to Board: \$285 (Registration fee \$180 & Substitute \$105)

C. APPROVAL - Mental Health Support Services Provider

WHEREAS, there exists a need for a District Mental Health Support Services provider, and

WHEREAS, The Closter Board of Education authorized and issued a request for proposal to engage a firm to act as Mental Health Support Services Provider for the district; and

WHEREAS, The Closter Board of Education will be utilizing the American Rescue Plan federal grant money to pay for the services; and

NOW, THEREFORE, BE IT RESOLVED, that after consideration of the proposals received, the Board approves West Bergen Mental Health Care, Inc as the district's mental health support services provider for SY 21-22 in the amount of \$ 7,250/month.

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:

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kwon, Ms. Finkelstein, Ms. Kothari

Moved by _____, seconded by _____ to approve Motions A - I .

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

YEAS:

NAYS:

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, as per Appendix A attached:

- a. Board Secretary and School Treasurer Financial Reports for August 2021.
- b. Board of Education’s Monthly Certification of Budgetary Major Account /Fund status for August 2021.
- c. Transfer of funds for August 2021.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from September 10, 2021 to September 23, 2021 in the amount of:

General Fund (Fund 10)	\$1,113,950.95
Special Revenue (Fund 20)	\$ 281,221.81
Total	\$1,395,172.76

C. APPROVAL - Movement on the Salary Guide retroactive to September 1, 2021

Motion to approve movement on the salary guide as of September 1, 2021, for the following staff member:

Name	Current Placement	New Placement	Step	Salary
Daniella Riecken	MA	MA +15	17	\$102,508

D. APPROVAL – Purchase of Chromebooks & Charging Stations

Motion to approve the purchase of 50 Chromebooks from CDW-G in the amount of \$23,396.56 through the Ed Services Commission of NJ contract #18/19-03.

E. APPROVAL – Application of Securing our Children’s Future Bond Act Grant

Motion to approve the application of the second installment of the Securing Our Children’s Bond Act Grant in the amount of \$15,027. The cost to install additional security cameras in Tenakill Middle School and Hillside Elementary School is \$17,474.60. If the application is approved, Closter Board of Education affirms that local funds are available in the event that

the total estimated cost of the proposed work exceeds the remaining grant allocation of \$15,027.

F. **APPROVAL – Acceptance of Securing our Children’s Future Bond Act Grant**
Motion to approve the acceptance of the Securing Our Children’s Bond Act Grant (Grant number 20E00276 approved on May 12, 2021 and September 17, 2021) in the amount of \$62,241. \$47,214 of the amount is a reimbursement to the panic alarm systems installed in compliance with Alyssa’s Law.

G. **APPROVAL – Change Order to the HES Classroom Renovations Project**
Motion to approve the change order to the HES Classroom Renovations Project to add additional wall cabinets & shelves in the Art Room as well as additional cubbies & wall cabinets within the classrooms at the cost of \$12,750.

Project Cost:	\$12,750.00
Less: Electrical Fixture Credit	(\$7,000.00)
Balance of Allowance Deduction	(\$3,089.69)
Add: Profit, Bond and Insurance	\$ 245.87
Total CHANGE ORDER	\$ 2,906.18

H. **APPROVAL – Furniture Donation**
Motion to approve the donation of unused 136 classroom desks and 14 tables to Cresskill Public Schools. The estimated value of the donation is \$10,000.

I. **APPROVAL - Asset Disposal**
Motion to approve the disposal of a Sony Mavica Camera tag number 00001302.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Bhagat, Ms. Finkelstein, Mr. Linn

Moved by _____, seconded by _____ to approve Motions A - I.

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

YEAS:

NAYS:

A. **APPROVAL - Memorandum of Agreement Between the Closter Police Department and the Closter School District for the 2021-2022 School Year**
Motion to approve the Memorandum of Agreement between the Closter Police Department and the Closter School District for the 2021-2022 school year.

B. **APPROVAL - Rescind Offer of Employment to Crystal Tober (Paraprofessional at HES)**
Motion to rescind offer of employment to Crystal Tober as Paraprofessional at HES, effective immediately.

- C. **APPROVAL - Custodial Staff**
 Motion to approve David Mormino as full-time custodian for the 2021-2022 school year at a prorated salary of \$40,950, Step 1, starting October 1, 2021 pending criminal history background check approval.
- D. **APPROVAL - Use of Counseling Hours Toward Licensed Professional Counselor Status**
 Motion to approve Elly Manoochehri to use her counseling hours at Tenakill School toward the completion of 4,500 hours required to achieve Licensed Professional Counselor status.
- E. **APPROVAL - Alexis Velella - Intern Placement with Ms. Weiss**
 Motion to approve Alexis Velella, Montclair State University student, for 100-hour practicum followed by a 600-hour internship at Hillside Elementary School. Ms. Velella will be working with Ms. Weiss, pending criminal history background check approval.
- F. **APPROVAL - Bass ABA Therapist for Student ID #350001 and #361001**
 Motion to approve Victoria Vartolone, Bass ABA Therapists (parent paid) for Students ID #350001 and #361001 for the 2021-2022 school year.
- G. **APPROVAL - Schedule F Stipends for HES and TMS**
 Motion to approve the 2021-2022 Schedule F: Extracurricular Activity Positions and Stipends for Hillside Elementary School and Tenakill Middle School as per Appendix B attached.
- H. **APPROVAL - Substitute Paraprofessional**
 Motion to approve MaryPat Podest as a substitute paraprofessional for the 2021-2022 School Year.
- I. **APPROVAL - Paraprofessional**
 Motion to approve the following paraprofessional for the 2021-2022 school year at a salary of \$19.23 per hour, pending a criminal history background check:
 - Aviann Ingram (HES - 5.75 hours per day)

POLICY COMMITTEE

Chairperson Ms. Micera, Ms. Kothari

Moved by _____, seconded by _____ to approve Motions A - B.

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

YEAS:

NAYS:

- A. **APPROVAL - First Reading of Bylaws 01155.1**
 Motion to approve the first reading of Bylaws 01155.1 Board Member Participation at Board Meetings Using Electronic Device as per Appendix C.

B. **APPROVAL - Second Reading of Policies and Regulations**

Motion to approve the second reading of the following policies & regulations (listed in the order that they appear in the Appendices attached on 9/9/21): Appendix D.

- P 0131 Bylaws, Policies and Regulations
- P 2421 Career and Technical Education
- P 3134 Assignment of Extra Duties
- P 3142 Nonrenewal of Nontenured Teaching Staff Member
- P 3221 Evaluation of Teachers
- P 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
- P 3224 Evaluation of Principals, Vice Principals and Assistant Principals
- P 4146 Nonrenewal of Nontenured Support Staff Member
- P 6471 School District Travel
- R 7432 Eye Protection
- R 8420.1 Fire and Fire Drills
- R 3142 Nonrenewal of Nontenured Teaching Staff Member
- R 3221 Evaluation of Teachers
- R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
- R 3224 Evaluation of Principals, Vice Principals and Assistant Principals
- R 4146 Nonrenewal of Nontenured Support Staff Member
- R 6471 School District Travel
- P 2422 Comprehensive Health & Physical Education
- P 2467 Surrogate Parents and Resource Family Parents
- P 5111 Eligibility of Resident/Nonresident Students
- P 5116 Education of Homeless Children
- P 6115.01 Federal Awards/Funds Internal Controls - Allowability of Costs
- P 6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures
- P 6115.03 Federal Awards/Funds Internal Controls - Conflict of Interest
- P 6311 Contracts for Goods or Services Funded by Federal Grants
- P 7432 Eye Protection
- P 8420 Emergency and Crisis Situations
- P 8540 School Nutrition Programs
- P 8550 Meal Charges/Outstanding Food Service Bill
- P 8600 Student Transportation
- P 1648.11 The Road Forward Covid-19 - Health and Safety

BOARD COMMITTEES

OLD/NEW BUSINESS

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 (If required)

Moved by _____, seconded by _____ to approve the following Closed Session Motion. Motion was _____ by a voice vote of the Board:

YEAS:

NAYS:

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

HIB

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 _____ PM.

The Board reconvened from Closed Session at _____ PM.

ADJOURNMENT

Moved by _____, seconded by _____ to adjourn the meeting at _____ PM.