

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

August 26, 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 the August 12, 2021 minutes.

B. **APPROVAL - Use of Facilities - Joey Fund Car Show**

Motion to approve the use of Tenakill Middle School parking lot on Saturday, September 25, 2021; with a rain date of Saturday, October 5, 2021, for overflow parking for the event sponsored by Anthony DeCarlo c/o Joey's Fund, Inc.

C. **APPROVAL - Use of Facilities - Temple Emanu-El of Closter**

Motion to approve the use of Hillside Elementary School parking lot on Tuesday, September 7, and Thursday, September 16, 2021, for overflow parking.

D. **APPROVAL - Use of Facilities for the Closter PTO - SY 2021-2022**

Motion to approve facilities use for the Closter PTO to use Hillside Elementary and Tenakill Middle School for PTO events as per the attached calendar of events Appendix A.

E. **APPROVAL - Use of Facilities for PTO - After School Enrichment Program**

Motion to approve facilities use for the After School Enrichment Program (ASEP) from October 11, 2021, through December 15, 2021.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Lee, Ms. Cross, Dr. Puttanniah

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 - Staff Conferences

Motion to approve the following staff conferences:

Staff Member(s): Floro Villanueva
Conference: Pensions
Location: Birchwood Manor, Whippany, NJ
Date: 10/19/21
Cost to Board: \$100

Staff Member(s): Floro Villanueva
Conference: Maintaining & Protecting School Buildings
Location: Birchwood Manor, Whippany, NJ
Date: 11/16/21
Cost to Board: \$100

Staff Member(s): Noelle Caramanna, Janet Felice, Kate Maher
Conference: Brainspring Phonics First
Location: Online
Date: 9/15/21-10/15/21
Cost to Board: \$3717 (\$1,239 per person)

B. APPROVAL - Marshall Evaluation System for the 2021-2022 School Year

Motion to approve the Marshall Evaluation System for all certificated staff for the 2021-2022 school year.

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 B attached:

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

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from August 13, 2021, to August 25, 2021, in the amount of:

General Fund (Fund 10)	\$490,119.77
Special Revenue (Fund 20)	\$ 88,864.95
Total	\$579,984.72

C. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to a staff member as follows:

Staff Member: Daniella Riecken
Course: 1) Inclusion, 2) High Incidence Disabilities, 3) Interactive Class
Remuneration: \$1,000.00

D. **APPROVAL - District Share of Region III Consortium**

BE IT RESOLVED that the Closter Board of Education hereby approves the 2021-2022 portion of the Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for Region III as follows:

<u>Program/Service</u>	<u>21-22 Contribution</u>
Special Education	\$117,040.00
0.4 FTE Behaviorist	\$ 54,434.00
Physical Therapy	\$ 54,600.00 (estimate)
Occupational Therapy	\$ 40,950.00 (estimate)

E. **APPROVAL - District Share of the Northern Valley Curriculum Center**

BE IT RESOLVED that the Closter Board of Education hereby approves the 2021-2022 portion of the Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for the Northern Valley Curriculum Center as follows:

<u>Program</u>	<u>21-22 Contribution</u>
Staff Development & Curriculum and Instruction	\$ 99,111.00
Internet & AntiVirus (estimate)	\$ 48,767.34

- F. **APPROVAL - Participation in Region III Transportation Consortium**
 BE IT RESOLVED that the Closter Board of Education hereby approves participation in the 2021-2022 Transportation Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for the district's special education transportation.
- G. **APPROVAL - Purchase of iPads**
 Motion to approve the purchase of 60 iPads from Apple in the amount of \$37,576.90 through the Ed Services Commission of NJ Contract #18/19-67 - Apple Contract #1062153. \$37,177 of the cost is funded by the CRSSA/ESSER II Grant.
- H. **APPROVAL – Allowance Reduction Adjustments for Classroom Renovations Project**
 Motion to approve the following Allowance Reduction Adjustments for the Hillside classroom renovations project with Drill Construction. The increased cost adjustments will be taken from Allowance #1 included in the contract amount:

<u>Adjustment #</u>	<u>Description</u>	<u>Amount</u>
ARA-05	Access panel for bookcases	\$ 2,612.31

PERSONNEL AND MANAGEMENT COMMITTEE

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

Moved by _____, seconded by _____ to approve Motions A - R.
 Motions were _____ by a roll call vote of the Board as follows:
 YEAS:
 NAYS:

- A. **APPROVAL - Margaret Johnston - Part-Time Certified Occupational Therapy Assistant**
 Motion to approve Margaret Johnston as Part-Time Certified Occupational Therapy Assistant - 0.40 FTE (two days per week), for the 2021-2022 school year, at a salary of \$21,443, pending a criminal history background check.
- B. **APPROVAL - Soojung Kwak - ESL Teacher - Tenure Track**
 Motion to approve Soojung Kwak as ESL Teacher, tenure track position, for the 2021-2022 school year at a salary of \$73,237, MA Step 6, effective 9/1/21, pending a criminal history background check.
- C. **APPROVAL - Courtney Carmichael - Full-Time Status**
 Motion to approve an additional 0.40 FTE for Courtney Carmichael, Supervisor of Curriculum & Instruction, and Assistant Principal - HES, beginning September 1, 2021 at a salary of \$132,187.00 (prorated).
- D. **APPROVAL - District Staff Building Assignments**
 Motion to approve the SY 2021-22 building assignments for district staff as per Appendix C attached.

E. **APPROVAL - Movement on the Salary Guide for September 1, 2021**

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

Name	Current Placement	New Placement	Step	Salary
Leigh Bomzer	MA +15	MA +30	17	\$105,367
Karen Caruso	MA	MA+15	16	\$99,558 plus longevity
Alexandra Earle	MA	MA+15	4	\$70,997
Eileen Kennedy	MA +15	MA +30	17	\$105,367
Min Jeong Kim	MA +15	MA +30	7	\$81,526
Meghan Pleus	MA	MA+15	10	\$83,813

F. **APPROVAL - Resignation of Paraprofessionals**

Motion to approve with regrets the resignation of the following paraprofessionals as of June 30, 2021:

- Jiyeon Kim
- Michele Novelli
- Jessica Sein

G. **APPROVAL - Retirement of Gildardo Molina as Custodian**

Motion to approve with regrets the retirement of Gildardo Molina as custodian as of October 1, 2021.

H. **APPROVAL - Eileen Monaghan - Title I Salary Allocation**

Motion to approve, upon the recommendation of the Superintendent, the payment of a portion of the salary for Ellen Monaghan, BSI Teacher at Tenakill Middle School, from Title I funds as follows:

20-231-100-100-060-00-0	\$ 34,900 (31.14%)
11-230-100-101-060-01-0	\$ 77,184 (68.86%)

I. **APPROVAL - Courtney Carmichael - American Rescue Plan Grant Salary Allocation**

Motion to approve, upon the recommendation of the Superintendent, the payment of a portion of the salary for Courtney Carmichael, Supervisor of Curriculum & Instruction, and Assistant Principal - HES, from American Rescue Plan funds as follows:

11-000-221-102-050-00-0	\$ 35,512.50 (28.66%)
11-000-221-102-060-00-0	\$ 35,512.50 (28.66%)
20-487-221-102-050-00-0	\$ 13,218.75 (10.67%)
20-487-221-102-060-00-0	\$ 13,218.75 (10.67%)

20-487-240-103-050-00-0 \$ 26,437.50 (21.34%)

Note: Prorated salary for SY 21-22 is \$123,900

J. **APPROVAL - Elhaam Manoochehri - CRRSA/ESSER II Grant Salary Allocation**

Motion to approve, upon the recommendation of the Superintendent, the allocation of salary for Elhaam Mahnoochehri, School Counselor at Tenakill Middle School, from CRRSA/ESSER II funds as follows:

20-483-218-104-060-00-0 \$ 63,639 (100%)

K. **APPROVAL - Janet Felice - American Rescue Plan Grant Salary Allocation**

Motion to approve, upon the recommendation of the Superintendent, the payment of a portion of the salary for Janet Felice, Basic Skills Teacher at Hillside Elementary School, from American Rescue Plan funds as follows:

20-487-100-102-050-KS-0 \$ 79,159 (70%)

11-230-100-101-050-01-0 \$ 33,925 (30%)

L. **APPROVAL - SY 2021-2022 Paraprofessionals' Hours**

Motion to approve, upon the recommendation of the Superintendent, the appointment of Paraprofessionals for the 2021-2022 School Year, attached hereto as Appendix D.

M. **APPROVAL - Leave of Absence**

Motion to approve Mary Jo Martino a paid leave of absence from September 1, 2021, through October 18, 2021, using 31 sick days, unpaid from October 19, 2021, through January 12, 2022, under FMLA, and a discretionary leave from January 12, 2022 - June 20, 2022, with an anticipated return date of September 1, 2022 (or earlier if possible).

N. **APPROVAL – Nurse Summer Hours**

Motion to approve, upon the recommendation of the Superintendent, the following nurses to work on student medical records from August 27-31 2021, for a maximum of eight (8) hours at a rate of \$50.00/hour:

- Jaime Caruso
- Kristen Haenelt

O. **APPROVAL – Paraprofessional Summer Help**

Motion to approve, upon the recommendation of the Superintendent, the following paraprofessionals for school opening preparation from August 27-31 2021, for a maximum of twenty hours (as needed):

- Vickie Solomon - \$21.41/hour
- Janet Rota - \$21.41/hour
- Jean Chen - \$20.23/hour
- Alice Velella - \$20.78/hour
- Maria Pavlou - \$20.78/hour

P. **APPROVAL - Hillside Elementary School Loop Duty Staff**

Motion to approve loop duty at Hillside Elementary for the following staff:

- Wendy Bajakian
- Charlene Gerbig
- Kate Maher
- Claire Pidi
- Kristen Talty

Substitutes

- Judith Eller
- Allison Esposito
- Diane Ferraro

Q. **APPROVAL - Substitute Teachers**

Motion to approve the following substitute teachers for the 2021-2022 school Year:

<u>Name</u>	<u>Certification</u>
Michael Kilduff	NJ Substitute Certification
Jiyeon Kim	NJ Substitute Certification

R. **APPROVAL - New Hire Paraprofessionals for the 2021-2022 School Year**

Motion to approve the following paraprofessionals for the 2021-2022 school year at a salary of \$19.23 per hour, 5.75 hours per day, pending a criminal history background check.

- Marie Chan-Lee
- Sharon Mai

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:

Legal Matters

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.