

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

December 6, 2023 - 7:30 PM

Call to order: _____ @ _____ *P.M.*

Roll Call:

Ms. Fanelli	_____
Ms. Kwon	_____
Ms. Li	_____
Ms. Micera	_____
Dr. Puttannah	_____
Ms. Wagner	_____
Ms. Yeoh	_____
Ms. Salamea-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, 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

PRESENTATION OF THE FISCAL YEAR 23 (SY 22-23) ANNUAL COMPREHENSIVE FINANCIAL REPORT

Mr. Jeffrey Bliss from Lerch, Vinci, and Bliss LLP

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

BOARD COMMITTEES

PUBLIC COMMENTS 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 comments portion. 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 and B.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve the November 15, 2023 meeting minutes.

B. **APPROVAL - Disenrollment of Students**

Motion to approve the disenrollment of the following students effective December 7, 2023:

- Student # 5658738265
- Student # 9342533229
- Student # 3854482446

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson: Dr. Puttannah; Members: Ms. Finkelstein, Ms. Wagner, Ms. Yeoh

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 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member:	Sofia Capparelli
Course No./Title:	Leadership in Physical Education and Sport
Institution:	North Dakota State University
Credits:	Master's Program

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Krystina Bisig
Conference: Behavioral Threat Assessment and Management Training
Location: Virtual
Date: December 14, 2023
Cost to Board: \$0

Staff Member(s): Floro Villanueva Jr.
Conference: ASBO International Leadership Conference
Location: San Diego, CA
Date: February 8-11, 2024
Cost to Board: \$259.00 (meals & incidentals only; airfare, hotel and registration covered by NJASBO - originally approved October 11, 2023)

Staff Member(s): Keith McElroy
Conference: NJTESOL 2024 Spring Conference
Location: New Brunswick, NJ
Date: May 29-31, 2024
Cost to Board: \$457.94 (hotels, mileage, meals & incidentals; Registration paid by Title III funds - NVRHS)

Staff Member(s): Suzanne Lang & Kristen Zanin
Conference: Intervention and Referral Services (I&RS) Team Training
Location: Tenakill Middle School
Date: December 14, 2023
Cost to Board: \$0 (part of the larger group attending with a total fee of \$1,522.00)

Staff Member(s): Lori Cohen
Conference: Updates in Assessment and Identification of SLD - Legal Updates on Current Topics in Special Education
Location: Forsgate Country Club, Monroe, NJ
Date: January 19, 2024
Cost to Board: \$205.68 (includes registration and mileage)

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Hillside School
Group: Kindergarten
Month: May 2024
Destination: Health Barn USA
Location: Ridgewood, NJ

School: Tenakill School
Group: TMS Student Council
Month: December 2023 (After school event)
Destination: Boys and Girls Club
Location: Wayne, NJ

School: Tenakill School
Group: Peer To Peer Group
Month: January 2024
Destination: Closter Public Library
Location: Closter, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson: Ms. Kwon; Members: Ms. Finkelstein, Ms. Yeoh

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

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

YEAS:

NAYS:

A. **APPROVAL - Donation of Supplies for the Hillside School Health Office**

Motion to approve, with appreciation, a donation of supplies for the HES Health Office totaling \$72.00. Donation is coming from Dhvani Desai.

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from November 15, 2023, to November 30, 2023, in the amount of:

General Fund (Fund 10)	\$840,037.04
Special Revenue (Fund 20)	\$ 15,056.48
Total	\$855,093.52

C. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from December 1, 2023, to December 6th, 2023, in the amount of:

General Fund (Fund 10)	\$242,562.51
Special Revenue (Fund 20)	\$ 8,212.57
Capital Projects (Fund 30)	\$ 1,827.00
Enterprise (Milk – Fund 60)	\$ 982.06
Total	\$253,584.14

D. **APPROVAL - Educational Services Provider**

WHEREAS, there exists a need for an Educational Services Provider for Hillside Elementary School and

WHEREAS, The Closter Board of Education authorized and issued a request for proposal to engage a firm to act as a tutoring services provider for the district and

WHEREAS, The Closter Board of Education will be utilizing the High Impact Tutoring Grant award to pay for the services and

NOW, THEREFORE, BE IT RESOLVED that after consideration of the proposal received, the Board approves Catapult Learning as the educational services provider for Hillside Elementary School for a cost not to exceed \$67,680.

E. **APPROVAL - Purchase of Middlebury Interactive Licenses**

Motion to approve the purchase of Middlebury Interactive Courses license from FuelEducation (sole source) for Tenakill Middle School in the amount of \$7,000.00.

F. **APPROVAL - Investment to a Certificate of Deposit Account**

Motion to approve the investment of \$5,000,000 of the Board of Education's General Fund into a three-month certificate of deposit (CD) with Capital One Bank at a guaranteed interest rate of 4.40%.

G. **ACCEPTANCE - Fiscal Year 2023 (SY 22-23) Annual Comprehensive Financial Report**

Motion to approve the acceptance of the Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report (AMR) for the fiscal year ending June 30, 2023, as audited by Lerch, Vinci & Bliss, LLP. The district received an unmodified opinion indicating that the financial statements audited were free from material misstatements, errors, or discrepancies.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson: Ms. Salamea-Cross; Members: Ms. Fanelli, Ms. Finkelstein, Ms. Micera

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 - Mentors for the 2023-2024 School Year

Motion to approve the following mentors for the 2023-2024 school year for the following provisionally licensed teachers:

- Kari Corcoran to mentor Megan Weis, Kindergarten Teacher
- Amanda Cummings to mentor Carsten Kramer, Grade 5 L.A. & Social Studies Teacher
- Allison Esposito to mentor Lauren Finan, Grade 3 Teacher

B. APPROVAL - Rachel Fineman - On-Site Internship in School Leadership

Motion to approve Rachel Fineman to complete 300 hours of Internship in School Leadership through Montclair State University. The internship will take place at Tenakill School after contractual hours.

C. APPROVAL - Mayuli Copeland as Hillside School Paraprofessional

Motion to approve Mayuli Copeland as HES Paraprofessional for the 2023-2024 school year, at a rate of \$22.40/hour, 5.75 hours per day, effective January 2, 2024.

D. APPROVAL – Appointment of Cristiam Orellana Jr. as Long-term Substitute Custodian

Motion to approve the appointment of Cristiam Orellano Jr. as long-term substitute custodian on or about December 16, 2023, through March 28, 2024, five (5) hours per day, at a rate of \$20.89 per hour, pending a criminal history background check.

E. APPROVAL - Extension of Phyllis Viole as Long-Term Leave Replacement - Grade 5

Motion to approve the extension of Phyllis Viole as Long-Term Leave Replacement - Grade 5 Teacher (A.K.) - from November 29, 2023, to December 15, 2023.

F. APPROVAL - Additional Leave of Absence Dates for Mary Jo Martino, Hillside Elementary School Spanish Teacher

Motion to approve the change of dates for an anticipated leave of absence for Mary Jo Martino, HES Spanish Teacher, as follows:

- Paid sick leave (3 sick days, 3 personal, and 1 banked day) from December 6, 2023, through December 14, 2023, and
- An FMLA leave from December 15, 2023, through January 26, 2024, and
- Discretionary Leave of Absence from January 29, 2024, through March 7, 2024, with an anticipated return to work date of March 8, 2024.

G. **APPROVAL - Substitute Teachers**

Motion to approve the following substitute teachers for the 2023-2024 School Year:

<u>Name</u>	<u>Certification</u>
Veronica Greco	NJ Substitute Certification
Molly Vinson	NJ Substitute Certification
Lily Glastein	NJ Substitute Certification
Gretta Berman	NJ Substitute Certification

H. **APPROVAL - James Gerbig as Long-Term Substitute Teacher**

Motion to approve James Gerbig as a long-term substitute teacher to cover for Andrea Watkins from December 4, 2023, through December 22, 2023, at a rate of \$200 per day on days 1 through 10; the beginning of day 11, BA Step 0, \$54,000, prorated.

POLICY COMMITTEE

Chairperson: Ms. Fanelli; Members: Ms. Finkelstein, Ms. Li, Ms. Micera

Moved by _____, seconded by _____ to approve Motion A.

Motion was _____ by a roll call vote of the Board as follows:

YEAS:

NAYS:

A. **APPROVAL - First Reading of Revised Policy #8500 - Food Service**

Motion to approve first reading of revised Policy #8500 - Food Service, as per Appendix A.

OLD/NEW BUSINESS

PUBLIC COMMENTS

Moved by _____, seconded by _____ to open the meeting to public comments.

Moved by _____, seconded by _____ to close the meeting to public comments.

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

Personnel Matters

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.