

# CLOSTER BOARD OF EDUCATION

*Closter, New Jersey*

AGENDA

REGULAR MEETING

*Tenakill Middle School*

*December 8, 2022 - 7:30 PM*

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Call to order: \_\_\_\_\_ @ \_\_\_\_\_ P.M.

Roll Call:

Ms. Fanelli	_____
Ms. Kothari	_____
Ms. Kwon	_____
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, 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

## BOARD COMMITTEES

**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 - D.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve November 17, 2022, minutes.

B. **APPROVAL - Safe Return Plan Update for Second Half of 2022-2023 School Year**

Motion to approve the Safe Return Plan Update for the second half of 2022-2023 school year, Attached hereto as Appendix A.

C. **APPROVAL - Revised Consortium Memorandum of Agreement for Title IIA, III, III-Immigrant and IV-Part A.**

Title IIA, III, III-Immigrant, and IV-Part A Consortium Memorandum of Agreement between the Northern Valley Regional High School Board of Education, as Lead Applicant,

And

Closter Public Schools

Consortium Members School Year 2022-2023: Closter, Demarest, Harrington Park, Haworth, Northvale, Norwood, Old Tappan, Northern Valley Regional High School

In order to gain the full advantages of the ESEA Grant, the Northern Valley Schools have formed a consortium for Title IIA, III, III- Immigrant, and IV-Part A. The Closter Public Schools (in conjunction with all other Northern Valley Regional School Districts) agrees to be a part of this consortium. The filing, writing and collection of resources will be handled through the Northern Valley Curriculum Center, under the administration of the Northern Valley Regional

High School, which has been designated as the acting fiscal agent and lead education agency (“LEA”) for the consortium.

As the LEA, the fiscal responsibilities of the Northern Valley Regional High School District include:

1. Overseeing and undertaking all fiscal transactions of the consortium, including but not limited to, requisitions, purchases and payments of ESEA grant funds;
2. Maintaining records of all financial transactions carried out on behalf of the consortium;
3. Ensuring that funds are shared and spent to carry out goals in the application that benefit all consortium members equally;
4. Submitting necessary budget amendments; and
5. Maintaining the written agreement(s) regarding consortium members' participation.

To meet the accountability provisions of Titles II, III and IV of the ESEA, the consortium will abide by the ESEA, governing regulations, the Title II, III, III Immigrant and IV Part A NJDOE and ESEA application, and all related United States Department of Education and New Jersey Department of Education agency guidance. Additionally, and regarding the accountability provisions of Title III, all English language Learners (ELLs) will be assessed with the ACCESS for ELLs test. The consortium will respond as an individual LEA when the consortium fails to meet the objectives for making progress in learning English or attaining English proficiency based on time in the language assistance program.

The consortium will efficiently use ESEA funds to meet the identified needs of the consortium members and to carry out the purposes of the ESEA, as set forth in the consortium’s 2022-2023 Title II, III, III Immigrant and IV Part A NJDOE and ESEA grant application.

The LEA will reimburse the Consortium Member for the compensation and applicable taxes and benefits for employees of each Consortium Member that provide eligible ESEA fund services.

Title I grant money received by any of the consortium members will be the responsibility of the respective consortium member(s) and is not subject to this Memorandum of Agreement.

**D. APPROVAL - PTO ASEP**

Motion to approve the PTO use of Tenakill Middle School from January 24 through April 7, 2023, for the ASEP Program (Art, Drama & Table Tennis).

**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 2022-2023 as recommended to the Superintendent by the Principals:

Staff Member: Erika Dunn  
Course No./Title: ELA 921 Content Comprehension: Helping Students Read & Understand  
Institution: Fresno Pacific University  
Credits: 3

Staff Member: Erika Dunn  
Course No./Title: LIT 901 Short Stories From American Literature  
Institution: Fresno Pacific University  
Credits: 3

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Vincent McHale  
Conference: NJASA Techspo  
Location: Atlantic City, NJ  
Date: January 25-27, 2023  
Cost to Board: \$991.04

Staff Member(s): Dara Weiss & Suzanne Lang  
Conference: Northern Valley Counselors Meeting  
Location: Various Locations in Northern Valley  
Date: 1x per month - Dates TBD (Counselors will alternate meeting dates)  
Cost to Board: \$0

Staff Member(s): Kate Weisenseel  
Conference: Northern Valley K-8 Counselors Meeting  
Location: Charles deWolf Middle School, Old Tappan  
Date: December 9, 2022, AM only  
Cost to Board: \$0

Staff Member(s): Alexandra Earle  
Conference: Section 504 Law in NJ Today  
Location: Live Webcast  
Date: February 3, 2023  
Cost to Board: \$119.99

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School  
Group: TEP 5  
Month: January 2023  
Destination: STEM Competition  
Location: Englewood Cliffs, NJ

School: Tenakill Middle School  
Group: Music/Band - Grades 7 and 8  
Month: December 2022  
Destination: NVRHS-D  
Location: Demarest, NJ

School: Tenakill Middle School  
Group: Band and Orchestra, Grades 7 and 8  
Month: May 2023  
Destination: Six Flags  
Location: Jackson, NJ

School: Tenakill Middle School  
Group: Band, Grades 7 and 8  
Month: January 2023  
Destination: NVRHS-D  
Location: Demarest, NJ

School: Tenakill Middle School  
Group: NJ Science Olympiad  
Month: January 2023  
Destination: NJIT College  
Location: Newark, NJ

**FINANCE AND PHYSICAL PLANT COMMITTEE**

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

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 - 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 November 2022.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for November 2022.
- c. Transfer of funds for November 2022.

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from November 18th, 2022, to November 30, 2022, in the amount of:

General Fund (Fund 10)	\$800,954.28
Special Revenue (Fund 20)	\$ 24,276.78
Total	\$825,231.06

Motion to approve payment of bills from December 1st, 2022, to December 8th, 2022, in the amount of:

General Fund (Fund 10)	\$378,274.68
Special Revenue (Fund 20)	\$ 1,007.11
Enterprise (Milk – Fund 60)	\$ 784.53
NJ Dept of Labor & Workforce	\$ 6,739.35
Total	\$386,805.67

C. **APPROVAL – Application & Acceptance of NJDOE Emergent and Capital Maintenance Needs Grant**

Motion to accept \$26,998 from the NJ Department of Education for Emergent and Capital Maintenance Needs funding.

D. **APPROVAL - Pre-Referendum Architect Fees**

Motion to approve adding the pre-referendum architect fees to the SY 22-23 budget allocation of capital reserve withdrawal in the amount not to exceed \$22,000.

E. **APPROVAL - Submission of Schematic Plans**

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:

Facility Upgrades at Hillside Elementary School and Tenakill Middle School

Whereas the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF CLOSTER IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

- I. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review.
- II. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Projects.
- III. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of Debt Service Aid with respect to the proposed Project.
- IV. This resolution shall take effect immediately.

**PERSONNEL AND MANAGEMENT COMMITTEE**

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

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Motions A - M.

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

YEAS:

NAYS:

**A. APPROVAL - Kristen Haenelt, Paid Medical Leave of Absence**

Motion to approve Kristen Haenelt for a Paid Medical Leave of Absence up to six weeks, effective December 30, 2022, using accrued sick time.

**B. APPROVAL – Catherine Ianni as School Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the addition of Catherine Ianni to the School Academic Support Program staff (funded by ESSER II/ CRRSA Grant and American Rescue Plan Grant) starting October 11, 2022, at a rate of \$50.00/hour.

- C. **APPROVAL - Resignation of Houri Kalachian, Paraprofessional**  
Motion to approve, with regrets, Houri Kalachian as paraprofessional at TMS, effective December 2, 2022.
- D. **APPROVAL - Substitute Teachers/Paraprofessionals**  
Motion to approve the following substitute teachers for the 2022-2023 school Year:
- | <b><u>Name</u></b> | <b><u>Certification</u></b> |
|--------------------|-----------------------------|
| Puja Mody Kothari  | NJ Teacher Certification    |
| James Gerbig       | NJ Substitute Certification |
- E. **APPROVAL - Stephanie McKee - Orton Gillingham Home Instruction**  
Motion to approve Stephanie McKee as Orton Gillingham Home Instructor beginning January 3, 2023, for the 2022-2023 school year, at a rate of \$125 per hour, for one hour per week, pending criminal history background check.
- F. **APPROVAL - Wendy Luz Ruiz Hernandez - Part-Time Clerical Paraprofessional**  
Motion to approve Wendy Luz Ruiz Hernandez as part-time clerical paraprofessional at TMS for the 2022-2023 school year beginning January 3, 2023, at a rate of \$19.23 per hour, for 5.9 hours per day, pending criminal history background check.
- G. **APPROVAL - Sandra Hernandez - Reading Specialist**  
Motion to approve Sandra Hernandez as tenure track Reading Specialist at HES, for the 2022-2023 school year beginning on or about February 8, 2023. Salary is \$96,758, MA+15 Step 15, pending criminal history background check.
- H. **APPROVAL - Amendment of Employment End Date for Lauren Mandal**  
Motion to approve new date of December 16, 2022, as Lauren Mandal's last day of employment as TMS art teacher.
- I. **APPROVAL - Amendment of Employment Start Date for Michelle Ein-Lee**  
Motion to approve change of start date to December 19, 2022, for Michelle Ein-Lee as TMS Art Teacher.
- J. **APPROVAL - Suzanne Lang, Intermittent Discretionary Leave**  
Motion to approve an intermittent discretionary leave for Suzanne Lang for the 2022-2023 school year.
- K. **APPROVAL - Alexandra Earle, Extension of FMLA**  
Motion to approve an extension of FMLA, to be taken intermittently, for Alexandra Earle for the 2022-2023 school year.

- L. **APPROVAL - Angie Osorio-Borys, Discretionary Leave of Absence**  
Motion to approve a discretionary leave of absence for Angie Osorio-Borys using five sick days, and unpaid for the rest of the leave of absence, date of which is still to be determined.
  
- M. **APPROVAL - Sarit Yang as Paraprofessional at Tenakill Middle School**  
Motion to approve Sarit Yang as paraprofessional at Tenakill Middle School for the 2022-2023 school year at an hourly rate of \$19.23 for 5.9 hours per day, pending criminal history background check.

**OLD/NEW BUSINESS**

Board of Education discussion - change of board meeting day.

**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  
Negotiations  
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.