

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

February 13, 2024 - 7:30 PM

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

Roll Call:

Mr. Choi	_____
Ms. Fanelli	_____
Ms. Kwon	_____
Ms. Li	_____
Ms. Micera	_____
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**

**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 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 the January 30, 2024, meeting minutes.

B. **APPROVAL - Harassment, Intimidation or Bullying (HIB)**

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation or Bullying (HIB) incident(s) TMS-2324-19, TMS-2324-20/21, TMS-2324-22, TMS-2324-23, TMS-2324-24, TMS-2324-25 and TMS-2324-26 as reported to the Board in Executive Session at the January 30, 2024, meeting.

C. **APPROVAL - School Calendar for 2024-2025 School Year**

Motion to approve the school calendar for the 2024-2025 school year as per Appendix A.

D. **APPROVAL - Use of Facilities by the Girl Scouts**

Motion to approve the Girl Scouts to use Hillside Elementary School Gymnasium on Saturday, March 9, 2024, for the “Me and My Guy Square Dance.”

**CURRICULUM AND INSTRUCTION COMMITTEE**

*Chairperson: Ms. Wagner; Members: Ms.Salamea-Cross, Ms. Yeoh*

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 - Staff Coursework**

Motion to approve the following courses for 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member: Cara Kupersmith  
Course No./Title: 6030-Educational Research (3 credits)  
6133-Internship in Educational Leadership (1 credit)  
Institution: William Paterson University  
Credits: 4 credits

Staff Member: Jennifer Levy  
Course No./Title: ELA-927 Essential Strategies for Understanding in ELA  
ELA-930 Successful Independent Reading  
ELA-931 Teaching with Graphic Novels  
Institution: Fresno Pacific University  
Credits: 9 credits (3 credits each)

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Jennifer Annese  
Conference: 2024 NJIDA/NJSHA 32nd Annual Joint Conference  
Location: Virtual  
Date: 3/6/24 and 3/13/24  
Cost to Board: \$125.00 (Registration fee)

Staff Member(s): Margaret Churchill  
Conference: WIDA ELD Standard eWorkshop  
Location: TMS - Virtual  
Date: 6/7/24  
Cost to Board: \$125.00 (Substitute only)

Staff Member(s): Joanne Iyo  
Conference: Class Link NJ Users Group  
Location: Clifton, NJ  
Date: 3/20/24  
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School  
Group: Science Olympiad Team  
Month: March 2024  
Destination: Middlesex College  
Location: Edison, NJ

School: Tenakill Middle School  
Group: You Be Chemist  
Month: March 2024  
Destination: Tenakill Middle School  
Location: Closter, NJ

D. **APPROVAL - Student Council Lollipop Sale**

Motion to approve the Student Council lollipop sale. Proceeds will be used for future Student Council events.

**FINANCE AND PHYSICAL PLANT COMMITTEE**

*Chairperson: Ms. Yeoh; Members: Mr. Choi, Ms. Finkelstein, Ms. Kwon*

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

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 January 2024.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for January 2024.
- c. Transfer of funds for January 2024.

B. **APPROVAL - Payment of Bills**

Motion to approve payment of bills from February 1, 2024 to February 9, 2024, in the amount of:

General Fund (Fund 10)	\$1,617,076.35
Special Revenue (Fund 20)	\$ 21,939.56
Enterprise (Milk – Fund 60)	\$ 1,046.18
Capital Projects (Fund 30)	\$ 68,668.04
Debt Service (Fund 40)	\$ 273,172.50
Total	\$1,981,902.63

C. **APPROVAL - Submission of Waiver of Requirements (SEMI Program)**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2024-2025 school year; and

Whereas, the Closter Board of Education desires to apply for this waiver because it projects having fewer than 40 Medicaid-eligible classified students and participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2024-2025 budget year;

Now, Therefore, Be It Resolved that the Closter Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2024 - 2025 school year.

D. **APPROVAL - Award of Contract to Panoramic Window & Door Systems, Inc.**

WHEREAS, the Closter Board of Education (hereinafter referred to as the "Board") advertised for bids for the Window Replacement at Tenakill Middle School Project (the "Project");

WHEREAS, on January 30, 2024, the Board received five (5) bids for the Project;

WHEREAS, the lowest bid was submitted by Panoramic Window & Door Systems, Inc. ("Panoramic"), in the amount of \$454,000.00;

WHEREAS, the bid submitted by Panoramic is responsive in all material respects;

WHEREAS, the Board desires to award the contract for the Project in the total contract amount of \$454,000.00 to Panoramic as the lowest responsive bidder.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Project to Panoramic as the lowest responsive bidder, for a total contract sum of \$454,000.00.
2. This award is expressly conditioned upon the successful contractor furnishing the requisite insurance certificate and labor and materials/performance bonds as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor and A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

- E. **APPROVAL – Acceptance of NJDOE Emergent and Capital Maintenance Needs Grant**  
Motion to approve the acceptance of the NJDOE Emergent and Capital Maintenance Needs Grant in the amount of \$27,328.
- F. **APPROVAL - Contract with Drill Construction for Ceiling Tiles Replacement**  
Motion to approve the contract with Drill Construction, the lowest and most responsive quote for the replacement of ceiling tiles in various hallways in Hillside Elementary School and Tenakill Middle School in the amount of \$30,200. \$27,328 of the project cost will be funded by the NJ Department of Education - Emergent and Capital Maintenance Needs Grant.

**PERSONNEL AND MANAGEMENT COMMITTEE**

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

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 - Lori Cohen as Mentor to Cara Kupersmith**  
Motion to approve Lori Cohen as mentor to Cara Kupersmith as she completes intern hours for the William Paterson University Masters Program in Educational Leadership.

B. **APPROVAL - Chaperones for the Grade 7 Boston Trip**

Motion to approve the following staff members as chaperones on the 7th-grade trip to Boston in June 2024 at a stipend of \$150 per night:

- Jennifer Annese
- Erika Dunn
- Kevin Hernandez
- Julia Palmeri
- Francesca Rivellini
- Chris Rota
- Chelsea Smith
- Brittany Steele
- William Tantum
- Matthew Vassallo

C. **APPROVAL – Hillside Elementary School Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following staff for Hillside Elementary School Academic Support Program (funded by American Rescue Plan Grant) at a rate of \$50.00/hour per staff:

- Michelle Durocher
- Cara Kupersmith
- Cassandra San-Emeterio

D. **APPROVAL - Substitute Teachers**

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

<b><u>Name</u></b>	<b><u>Certification</u></b>
Michelle Santiago	Substitute Certificate

**OLD/NEW BUSINESS**

**PUBLIC COMMENTS**

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to open the meeting for 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 Matter  
Legal Matter**

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.