

CLOSTER BOARD OF EDUCATION
Closter, New Jersey

MINUTES
WORK SESSION
Tenakill Middle School
February 7, 2019
7:30 PM

The Board meeting was called to order by President Lambert at 7:30 PM

The following Board members were present:

Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Bhagat, Ms. Micera, Mr. Linn, Ms. Kwon, Mr. Lambert

The following Board member was absent: Ms. Kothari

Also present: Ms. Newberry, Mr. Villanueva

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, 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

Mr. Gary Higgins of Lerch, Vinci & Higgins, LLP presented the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR) for the fiscal year ending June 30, 2018.

SUPERINTENDENT'S REPORT

- Memorandum of Agreement Between Closter School District and Closter Police Department
- Discussion -- Student Calendar for 2019-2020
- Lunar New Year
- Tribute to Mr. Baffa - "Be Good, Learn Lots, Have Fun!"

- Gender Identity Policy - Transgender Committee almost done reviewing Policy; Inviting Ms. Januzzi from NVRHS to the next Transgender Committee meeting
- Second mobile office/classroom
- Educational Conference Report

CORRESPONDENCE

Email received January 25, 2019 from Ms. Maria Castro, Pre-K paraprofessional

MINUTES

Moved by Ms. Micera, seconded by Ms. Finkelstein to approve the following minutes. Motion was unanimously carried by voice vote of the Board:
January 24, 2019 Regular Meeting; January 24, 2019 Executive Session

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Finkelstein to open the meeting to the public.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Finkelstein to resume the regular order of business.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Sung Min Lee, Ms. Bhagat, Mr. Linn

Moved by Ms. Lee (Sung Min), seconded by Mr. Linn to approve Motions A-D. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Bhagat, Ms. Micera, Mr. Linn, Ms. Kwon, Mr. Lambert
NAYS: none

A. Motion to approve the following courses for 2018-2019 as recommended to the Superintendent by the Principals:

Staff Member: Lauren Barbieri
Course No./Title: EDAD 521 Using Research Strategies and Analysis of
Data to Make Decisions in Schools
Institution: Rider University
Credits: 3 graduate

Staff Member: Lauren Barbieri
Course No./Title: CURR 531 Strategies for Curriculum Development,
Design, Innovation and Change
Institution: Rider University
Credits: 3 graduate

B. Motion to approve the following field trips:

School: Tenakill MS
Group: Science Olympiad
Month: March 2019
Destination: NJ State Championship Tournament
Location: Middlesex County College

School: Hillside ES
Group: Gr. 2
Month: April 2019
Destination: Newark Museum
Location: Newark, NJ

C. Motion to approve the following staff conferences:

Staff Member/s: Ralph Chappell
Conference: Integrated Pest Management
Location: Mahwah, NJ
Date: February 15, 2019
Cost to Board: -0-

Staff Member/s: Paula Cummings
Conference: NJAHPERD Convention
Location: Long Branch, NJ
Date: February 26, 2019
Cost to Board: Fees \$150; Substitute \$90
TOTAL: \$240

Staff Member/s: Kristen Haenelt, RN
Conference: NJSSNA Spring Conference
Location: Princeton, NJ
Date: March 29-30, 2019
Cost to Board: (Revised) Registration fees \$199; Travel \$38.37
TOTAL: \$237.37

Staff Member/s: Alyssa Levy and Ashley deGraaf
Conference: NJIDA/NJSHA - 27th Annual International Dyslexia
Association Conference
Location: Garwood, NJ
Date: March 15, 2019
Cost to Board: Registration fees (2) @ \$205; Substitute (1) \$90
TOTAL: \$500

Staff Member/s: Catherine Ianni
 Conference: NJAMLE Conference 2019
 Location: Kean University
 Date: March 15, 2019
 Cost to Board: Registration fees \$119; Substitute \$90
 TOTAL: \$209

- D. Motion to approve the following 2018-2019 Special Education placements for Cluster students:

<u>Student #</u>	<u>Placement</u>	<u>Tuition/Student</u>
310119	NVRHS-Valley Program	\$34,099.55
330020	NVRHS-Valley Program	\$34,099.55

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kothari, Ms. Kwon, Ms. Stephanie Lee

Moved by Ms. Kwon, seconded by Ms. Micera to approve Motions A-H. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
 Ms. Bhagat, Ms. Micera, Mr. Linn, Ms. Kwon, Mr. Lambert
 NAYS: none

- A. Motion to approve payment of bills from January 25, 2019 to February 7, 2019 in the amount of:

General Fund (Fund 10)	\$765,470.15
Special Revenue (Fund 20)	\$ 3,834.00
Enterprise (Milk – Fund 60)	<u>\$ 1,081.03</u>
TOTAL	\$770,385.18

- B. Motion to approve and authorizes the Business Administrator to execute the agreement for the Lease with Williams Scotsman, Inc. for a mobile office with ADA compliant ramp and steps at Hillside Elementary School in the amount of \$26,562.07 broken down as follows:

● Monthly Charge of \$782/month x 24 months	\$18,768.00
● Delivery and Installation	\$ 5,233.67
● Final Return Charges	\$ 2,560.40

- C. Motion to approve the following tuition rates for the 2019-2020 school year:

Pre-School Half-Day Program	\$ 5,130.00
Pre-School Full Day Program	\$10,250.00
PSD Voluntary Half-Day Extension	\$ 7,700.00
Before/After Care Program fee	\$ 460.00

D. Motion to Approve Submission of a Waiver of Requirements --
Special Education Medicaid Initiative (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 2019-2020 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 2019-2020 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 2019-2020 school year.

- E. Motion to approve the appropriation of \$97,500 from Capital Reserve for the electrical outlet upgrades at Hillside Elementary School, and \$119,500 from Capital Reserve for the electrical outlet upgrades at Tenakill Middle School, said project having been included as part of the district's Long Range Facility Plan on file in the Department of Education, Office of School Facilities.
- F. Motion to accept the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR) for the fiscal year ending June 30, 2018, as audited by Lerch, Vinci & Higgins, LLP.
- G. Motion to approve the Corrective Action Plan for year ending June 30, 2018 as per Appendix A attached
- H. Motion to close out the replacement of a portion of sidewalk at Hillside Elementary School capital project. The unspent amount of \$2,243.50 engineering fee shall be returned the district's Capital Reserve Account.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Finkelstein, Ms. Micera, Mr. Lambert

Moved by Ms. Finkelstein, seconded by Ms. Micera to approve Motions A-D. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Ms. Finkelstein, Ms. Lee (Sung Min),
Ms. Bhagat, Ms. Micera, Mr. Linn, Ms. Kwon, Mr. Lambert

NAYS: none

- A. Motion to approve Ms. Lauren Fontana, student at Saint Thomas Aquinas College, to conduct 15-30 hours of required fieldwork and classroom observation at Tenakill Middle School
- B. Motion to approve, with regret, the resignation of Ms. Maria Castro, Pre-K paraprofessional, effective January 15, 2019.
- C. Motion to approve, upon the recommendation of the Superintendent, an increase in time for Ms. Kari Corcoran-McPartland to 1.0 FTE, MA Step 10, annual salary of \$78,190 prorated; effective February 6, 2019.
- D. Motion to approve the Annual Update to the "Uniform State Memorandum of Agreement between the Chief School Administrator and Chief of Police" for school year 2018-2019.

BOARD COMMITTEES

OLD/NEW BUSINESS

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Finkelstein to open the meeting to public discussion.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Finkelstein to close the meeting to public discussion.

ADJOURNMENT

Moved by Ms. Micera, seconded by Ms. Kwon to adjourn the meeting at 8:24 PM.

Respectfully submitted,

Floro M. Villanueva, Jr.
School Business Administrator/Board Secretary