

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

June 12, 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

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 - G.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve the May 24, 2023, 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) incidents numbers TMS-2223-20, TMS-2223-21 and TMS-2223-22 reported to the Board in Executive Session at the May 24, 2023, meeting.

C. **APPROVAL - District School Physician**

Motion to approve, upon the recommendation of the Superintendent, the appointment of Dr. Nancy Rothenberg as the district's School Physician for SY 2023-2024, at an annual rate of \$4,000.

D. **APPROVAL - Substitute Teacher Daily Rate Increase to \$125 Per Day**

Motion to approve an increase in the daily rate for substitute teachers from \$105 per day to \$125 per day for the 2023-2024 school year.

E. **ACKNOWLEDGMENT - School Bus Emergency Evacuation Drill - TMS**

The Board acknowledges that Tenakill Middle School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 9:45 a.m. at the location of Tenakill Middle School, 275 High Street, May 31, 2023; Keith McElroy, Assistant Principal, was the staff member in charge, BOE bus and subscription bus were included in the drill.

F. **ACKNOWLEDGMENT - School Bus Emergency Evacuation Drill - HES**

The Board acknowledges that Hillside Elementary School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 10:00 a.m. at the location of Hillside Elementary School, 340 Homans Avenue, May 31, 2023; Anna Suttora and Andrew Enrique were the staff members in charge. The BOE bus and subscription bus were included in the drill.

G. **APPROVAL - Safe Return Plan Update**

Motion to approve the Safe Return Plan Update attached hereto as Appendix A.

CURRICULUM AND INSTRUCTION COMMITTEE

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

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 - Staff Coursework**

Motion to approve the following courses for 2022-2023 as recommended to the Superintendent by the Principals:

Staff Member: Amanda Cummings
Course No./Title: ELA 928: Close Reading Strategies
Institution: Fresno Pacific University
Credits: 3

Staff Member: Kathy Lee
Course No./Title: 1) EDUC 712Y: ABCs of Effective Mainstreaming and Inclusion
2) EDUC 718I: English Language Learner's Struggles: Signs of Difficulty - Or Disability?
3) EDUC 718A: How the ELL Brain Learns
Institution: LaVerne University
Credits: 9 credits total (3 credits each)

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Keith McElroy
Conference: NJPSA 2023 Fall Conference - Making Excellence Happen
Location: Atlantic City, NJ
Date: October 11-13, 2023
Cost to Board: \$954.80 (includes mileage, meals/incidentals, hotel & registration fee)

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 - Monthly Bills**

Motion to approve payment of bills from May 23, 2023 to May 31, 2023, in the amount of:

General Fund (Fund 10)	\$ 686,851.29
Special Revenue (Fund 20)	\$ 7,280.19
Total	\$ 694,131.48

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from June 1, 2023 to June 8, 2023, in the amount of:

General Fund (Fund 10)	\$ 406,879.68
Special Revenue (Fund 20)	\$ 4,205.88
Enterprise (Milk – Fund 60)	\$ 922.61
Total	\$ 412,008.17

C. **APPROVAL – Application & Acceptance of ESEA Grant**

Motion to approve the application and acceptance of ESEA grant for School Year 2023-2024 in the following amounts:

<u>ESEA Total</u>	<u>\$ 171,378</u>	
Title I A	\$ 106,761	
Title II A**	\$ 20,288	** Through a consortium
Title III**	\$ 22,426	
Title III - Immigrant **	\$ 11,903	
Title IV **	\$ 10,000	

D. **APPROVAL - Instructional Resources**

Motion to approve the purchase of the following proprietary instructional programs/textbooks and web-based services for SY 2023-2024:

- Big Ideas Math (Grade 5) - \$4,427.20

E. **APPROVAL – Educational Data Services Awarded Contract**

Motion to confirm the purchases for 2023-2024 school year through the annual bidding conducted by Educational Data Services Inc. The amount awarded represents Closter's share of the total award amount for all of the districts participating in the cooperative bidding.

<u>CATEGORY</u>	<u>AMOUNT</u>
General Classroom Supplies	\$ 23,400.71
Elementary Science Supplies	\$ 2,433.82
Fine art Supplies	\$ 10,732.59
Health & Trainer Supplies	\$ 4,907.06
Library Supplies	\$ 1,286.37
Office/Computer Supplies	\$ 1,775.25
Physical Education Supplies	\$ 1,886.16
Special Needs	\$ 520.28
Teaching Aids	\$ 1,045.12
Math Supplies	\$ 147.13
Photography Supplies	\$ 60.76
Science Supplies	\$ 709.99
World Language Supplies	\$ 320.60
Total:	\$ 49,225.83

F. **APPROVAL – Contract for Realtime**

Motion to approve the annual contract for the 2023-2024 school year with Realtime for the following services:

Student Information System	\$ 11,679.88
Special Education Management/IEP Writer	\$ 4,346.00
504 Student Manager	\$ 1,955.70
Notification/Alert System & E-Signature	\$ 3,456.78
Annual Cost	\$ 21,438.36

G. **APPROVAL - Substitute Nursing Contracts**

Motion to approve the following substitute nursing contracts for the 2023-2024 school year:

- Bayada Home Healthcare
- Starlight Homecare Agency, Inc. d/b/a Star Pediatric Home Care Agency
- Home Care Therapies LLC d/b/a Horizon Healthcare Staffing
- Loving Care Agency d/b/a Aveanna Healthcare
- Best Choice Nursing
- Dedicated Nursing Associates INC.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

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

YEAS:

NAYS:

A. **APPROVAL - Kate Weisenseel - CRRSA/ESSER II Grant Salary Allocation**

Motion to revise the approved grant salary allocation for Kate Weisenseel, School Counselor at Tenakill Middle School, to reflect the new salary based on the CEA agreement. The total salary is \$70,964, broken down as follows:

20-483-218-104-060-00-0	\$ 70,500 (99.35%)
11-000-218-104-050-02-0	\$ 464 (00.65%)

B. **APPROVAL - Travis Jackson as Part-Time Certified Occupational Therapy Assistant (COTA) for the 2023-2024 School Year**

Motion to approve Travis Jackson as tenure track part-time COTA (0.40 FTE) for the 2023-2024 school year at a salary of \$22,553, starting on September 1, 2023. Criminal history background check was completed in the 2022-2023 school year.

C. **APPROVAL - Donna Koniuch as Grade 1 Teacher for the 2023-2024 School Year**

Motion to approve Donna Koniuch as tenure track Grade 1 Teacher for the 2023-2024 school year at a salary of \$69,016, MA Step 3, starting on September 1, 2023. Criminal history background check was completed in the 2022-2023 school year.

D. **APPROVAL - Songhee (Joy) Lee as Kindergarten Teacher for the 2023-2024 School Year**

Motion to approve Songhee (Joy) Lee as tenure track Kindergarten Teacher for the 2023-2024 school year at a salary of \$58,383, BA Step 2, starting on September 1, 2023. Criminal history background check was completed in the 2022-2023 school year.

- E. **APPROVAL - Roy John as Middle School Math Teacher for the 2023-2024 School Year**
 Motion to approve Roy John as tenure track Middle School Math Teacher for the 2023-2024 school year at a salary of \$100,153, MA +30 Step 14, starting on September 1, 2023, pending criminal history background check.
- F. **APPROVAL - Lauren Finan as Grade 3 Teacher for the 2023-2024 School Year**
 Motion to approve Lauren Finan as tenure track Grade 3 Teacher for the 2023-2024 school year at a salary of \$60,628, BA +30 Step 1, starting on September 1, 2023. Criminal history background check was completed in the 2019-2020 school year.
- G. **APPROVAL - Virginia McHale as Tenakill School Nurse for the 2023-2024 School Year**
 Motion to approve Virginia McHale as tenure track School Nurse at Tenakill Middle School for the 2023-2024 school year at a salary of \$76,274, MA +15 Step 6, starting on September 1, 2023, pending criminal history background check.
- H. **APPROVAL - Ellen Norton as Grade 5 Teacher for the 2023-2024 School Year**
 Motion to approve Ellen Norton as tenure track Grade 5 Teacher at Tenakill Middle School for the 2023-2024 school year at a salary of \$73,416, MA Step 5, starting on September 1, 2023, pending criminal history background check.
- I. **APPROVAL - Unpaid Discretionary Leave of Absence for Isabella Merendino, Grade 5 Teacher, for the 2023-2024 School Year**
 Motion to approve an unpaid discretionary leave of absence for Isabella Merendino, Grade 5 Teacher, for the 2023-2024 school year, with an anticipated return to work date of September 1, 2024.
- J. **APPROVAL - SY 2023- 2024 Personnel**
 Motion to approve, upon recommendation of the Superintendent of Schools, the following personnel for SY 2023-2024, attached hereto as Appendix B - E.

Certificated Staff - Appendix B
 Paraprofessionals - Appendix C
 Custodial and Maintenance Staff - Appendix D
 Secretarial Staff - Appendix E

- K. **APPROVAL – Employment Agreement for Non-Union Staff**
 RESOLVED, upon the recommendation of the Superintendent of Schools that the Board hereby ratifies and approves the reappointment of the following staff members for the 2023-2024 School Year, in accordance with the terms of the Employment Agreement between the parties, which is on file in the Closter Board of Education office:
- William Tantum, Principal – Tenakill Middle School
 - Dianne Smith, Principal – Hillside Elementary School
 - Keith McElroy, Assistant Principal – Tenakill Middle School
 - Kristen Zanin, Assistant Principal - Hillside Elementary School

- Patricia Eichenlaub, Director of Special Services
- Ralph Chappell, Supervisor of Buildings and Grounds
- Vincent Salvati, Network Engineer/Computer Technician
- Karen Volpitto, Secretary to the Superintendent of Schools
- Doreen Scarpelli, Assistant to the Business Administrator
- Ann Suttora, Payroll and Benefits Specialist
- Andrew Enrique, Assistant to the Board Office

L. **APPROVAL – Reappointment of School Business Administrator**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board hereby ratifies and approves the reappointment of Floro M. Villanueva, Jr., as School Business Administrator/Board Secretary for the 2023-2024 School Year, in accordance with the terms of the Employment Agreement between the parties as approved by the Executive County Superintendent. The terms of the agreement include a salary of \$180,139 for the period July 1, 2023 – June 30, 2024.

OLD/NEW BUSINESS

SEPTEMBER 26, 2023, BOND REFERENDUM PRESENTATION

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
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.