

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

June 20, 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 - N.

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

YEAS:

NAYS:

A. **APPROVAL - Board of Education Meeting Minutes**

Motion to approve May 28, 2024, Board of Education 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 TMS-2324-46 and TMS-2324-47 as reported to the Board in Executive Session at the May 28, 2024, meeting.

C. **APPROVAL - Job Description**

Motion to approve the following job description as per Appendix A, attached hereto:

- Gifted and Talented / Technology Resource Teacher

D. **APPROVAL - Marshall Equivalency Waiver for 2024-2025 School Year**

Motion to approve the Marshall Equivalency Waiver for the 2024-2025 school year.

E. **APPROVAL - Risk Management Services for SY 2024-2025**

Motion to approve the agreement with Arthur J. Gallagher Risk Management Consulting Services Inc. to provide risk management consulting services for SY 2024-2025 and shall be compensated pursuant to the current agreement with the Northeast Bergen County School Board Insurance Group (NESBIG) fund. The appointment is through the Extraordinary Unspecifiable Service (EUS) N.J.S.A 18A:18A-5a (2).

F. **APPROVAL - Acceptance of Donation from TJ McCaffrey Landscaping**

Motion to accept, with gratitude, the donation of various plants and vegetables valued at \$350.00 from TJ McCaffrey Landscaping, which will be used by the Hillside School Garden Club.

G. **APPROVAL - District School Physician**

Motion to approve, upon the recommendation of the Superintendent of Schools, the appointment of Dr. Nancy Rothenberg as the District School Physician for the 2024-2025 school year at an annual rate of \$4,000.

H. **APPROVAL - Partnership Agreement with Ramapo College of NJ**

Motion to approve the agreement with Ramapo College of NJ - Teacher Education Program in the School of Social Science and Human Services and the Closter Board of Education for the district's participation in the Archway Project - a collaborative teacher residency partnership.

I. **APPROVAL - Use of Facilities Fees**

Motion to approve the Use of Facilities fee schedule for the 2024-2025 school year:

- Field - \$150/hour plus charge of custodial cost
- Gym - \$350 for the first two hours, max of \$500 per use plus charge of custodial cost
- Auditorium - \$500 per use plus charge of custodial cost and sound & lighting staff if necessary
- Classrooms - \$100.00 per room/day plus a charge of custodial cost
- \$64.00 per hour for custodians (\$85.00 per hour on Sundays or Holidays)

J. **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 8:15 a.m. on May 30, 2024, at the school's location, 340 Homans Avenue. Andrew Enrique, Board Office Assistant, was the staff member in charge. The drill was for the Closter 2 route, and 27 students participated. The drill was completed within 2 minutes and 30 seconds.

K. **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 7:55 a.m. on May 30, 2024, at Tenakill Middle School, 275 High Street; Andrew Enrique, Board Office Assistant, was the staff member in charge. The drill was for the Closter 2 route, and 18 students participated. The drill was completed within 1 minute and 30 seconds.

L. **APPROVAL - Readoption of all Job Descriptions**

Motion to approve the readoption of all job descriptions currently on file in the Superintendent's Office, based on the original approval without content changes.

M. **APPROVAL - Use of Facilities Closter Recreation Department**

Motion to approve the Closter Recreation Department's use of Tenakill Middle School for their Summer Recreation Camp from June 24, 2024, to August 2, 2024.

N. **APPROVAL - 3-Year ESL Plan for School Years 2024-2027**

Motion to approve the 3-Year ESL Plan for School Years 2024-2027 as per Appendix B.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson: Ms. Wagner; Members: Ms. Salamea-Cross, 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 2024-2025 as recommended to the Superintendent by the Principals:

Staff Member: Catherine Ricca
Course No./Title: 1) EDUC 7180 Effective Classroom Management Strategies for the 21st Century
2) EDUC 7130 Building Classroom Discipline
Institution: University of LaVerne
Credits: 6 (3 credits each)

Staff Member: Margaret Tahtabrounian
Course No./Title: 1) EDUC 7181 English Language Learners' Struggles: Signs of Difficulty or Disability?
2) EDUC 713T Achieving Success for English Language Learners
3) EDUC 718A How the ELL Brain Learns
Institution: University of LaVerne
Credits: 9 (3 credits each)

Staff Member: Kathy Lee
Course No./Title: 1) EDUC 7130 Building Classroom Discipline
2) EDUC 713T Achieving Success for English Language Learners
3) EDUC 712N Teaching the Latino Student
Institution: University of LaVerne
Credits: 9 (3 credits each)

Staff Member: Julia Palmeri
Course No./Title: 1) ELCL 6040 Writing in the Elementary School

2) ELRL 6170 Children's Literacy & Curriculum Design
3) ELRL 6310 Written Expression with Technology
Institution: William Paterson University
Credits: 9 (3 credits each)

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Gildardo Castrillon
Conference: EPA/AMERA/OSHA Asbestos Operations - Maintenance Certificate
Location: Virtual
Date: July 5, 2024
Cost to Board: \$140.00

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 C attached:

- a. Board Secretary and School Treasurer Financial Reports for May 2024.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for May 2024.
- c. Transfer of funds for May 2024.

B. APPROVAL - Payment of Bills

Motion to approve the payment of bills from June 1, 2024, to June 14, 2024, in the amount of:

General Fund (Fund 10)	\$2,186,450.64
Special Revenue (Fund 20)	\$ 54,116.55
Capital Projects (Fund 30)	\$ 87.50
Enterprise (Milk – Fund 60)	\$ 1,883.72
Total	\$2,242,538.41

C. APPROVAL - Staff Reimbursement

Motion to approve reimbursement to staff members as follows:

Staff Member: Catherine Ricca
Course: Implementing Social & Emotional Learning in the Classroom
College/University: LaVerne University
Remuneration: \$160.00 (balance of the \$1,000 for her 2021-2024 option period)

D. APPROVAL – Contract with Bergen County Special Services

WHEREAS, the Bergen County Special Services School District (BCSSSD) is a corporate body organized under the State of New Jersey laws pursuant to N.J.S.A.18A:46-29.

WHEREAS, the LEA is required by law to provide remedial and auxiliary services to eligible students attending non-public schools within the public school district pursuant to P.L. 1977, Chapters 192-193 from BCSSSD.

WHEREAS, the LEA and BCSSSD hereby agree to provide the remedial and auxiliary services in accordance with the applicable New Jersey statutes and the rules and regulations of the State Board of Education and the policies of the Board of Education of BCSSSD.

WHEREAS, the auxiliary and remedial services to be provided are limited to P.L. 192 Compensatory Education, English as a Second Language, and Home Instruction. P.L. 193 Supplementary Instruction, Speech Correction and Examination and Classification for eligible pupils.

NOW THEREFORE BE IT RESOLVED, that the Closter Board of Education hereby approves the agreement to contract with Bergen County Special Services for SY 2024-2025.

E. APPROVAL – Report of Awarded Contracts

BE IT RESOLVED, that pursuant to PL 2015, Chapter 47, the Closter Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. seq. per Appendix D.

F. **APPROVAL – Application for Dual Use of Facilities**

WHEREAS, an annual application for the dual use of classrooms is required to be filed with the Executive County Superintendent; and

WHEREAS, in planning for the 2024-2025 school year, the district will need the dual use of several classrooms at Hillside Elementary School due to a shortage of available space;

NOW, THEREFORE, BE IT RESOLVED, that the Closter Board of Education approves the filing for the renewal of Application(s) for Dual Use of Educational Space for rooms B101 and C108, in addition, four of the rooms in the modular building are intended to be dual-use rooms for SY 24-25. These are rooms M01, M02, M03, and M04 in Hillside Elementary School; and

BE IT FURTHER RESOLVED that the Superintendent and the Business Administrator are authorized to complete and submit the required documents to the Executive County Superintendent for approval.

G. **APPROVAL – Procedures for the Close of Fiscal Year**

BE IT RESOLVED that the Closter Board of Education authorizes the Business Administrator to pay supplementary bill lists and payroll, which shall become due on or before June 30, 2024, including all year-end payables; and

BE IT FURTHER RESOLVED that the Business Administrator be authorized to proceed with all necessary adjustments and transfers to close the books for the 2023-2024 fiscal year, as well as any and all entries and actions for the opening of the 2024-2025 fiscal year, including but not limited to the issuance and or cancellation of purchase orders, payment of bills, cancellation of stale dated checks, transfers between line items, award of contracts in compliance with the Public Contracts Laws; and other such actions as may be required by statute, code and Board Policy; and

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent and Business Administrator to process and issue the payment of bills and claims between Board meetings during the months of June, July, and August of 2024; and

BE IT FURTHER RESOLVED that all aforementioned actions shall be presented to the Board at its next meeting for ratification and/or approval.

H. **APPROVAL - Transfer of Funds as Excess Surplus, 2% Cap**

BE IT RESOLVED that the Closter Board of Education hereby approves retaining as year-end fund balance as of June 30, 2024, an amount not to exceed the state-mandated cap of 2%, plus \$675,000.00 designated as excess surplus for use in the 2025-2026 budget, and

BE IT FURTHER RESOLVED that any funds over the state-mandated cap shall be transferred into the district's maintenance reserve account and district's capital reserve account in accordance with N.J.S.A. 18A:21-2 and N.J.A.C. 6A:23A-14.1 and 14.3.

I. **APPROVAL – Annual Deposit to Capital Reserve Account**

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Closter Board of Education wishes to transfer unanticipated current year revenue and/or unexpended appropriations from the general fund into the District's Capital Reserve account at year-end; and

WHEREAS, the Closter Board of Education has determined an amount not to exceed \$2,500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Closter Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

J. **APPROVAL – Annual Deposit to Maintenance Reserve Account**

WHEREAS, NJSA 6A:23A-14.4 et seq permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Closter Board of Education wishes to transfer the unanticipated current year surplus into a Maintenance Reserve account at year-end, and

WHEREAS, the Closter Board of Education has determined that an amount not to exceed \$440,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED upon the recommendation of the Superintendent of Schools, the Closter Board of Education hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

K. APPROVAL – Application & Acceptance of ESEA Grant

Motion to approve the application and acceptance of ESEA grant for School Year 2024-2025 in the following amounts:

ESEA Total	\$ 158,209	
Title I A	\$ 105,382	
Title II A**	\$ 18,865	** Through a consortium
Title III**	\$ 17,883	
Title III - Immigrant **	\$ 6,079	
Title IV **	\$ 10,000	

L. APPROVAL – Application & Acceptance of IDEA Grants

Motion to approve the application and acceptance of IDEA Grants for School Year 2024-2025 in the following amounts:

TOTAL IDEA GRANT	\$ 302,550
IDEA Basic	\$ 288,301
IDEA Basic (Nonpublic)	\$ 1,558
IDEA PreSchool	\$ 12,691

M. APPROVAL – Transfer of Interest Earnings

Motion to approve the transfer of accumulated interest earnings from the Capital Projects Fund (Fund 30) to the district’s General Fund Account (Fund 10), including interest earnings on June 30, 2024.

N. APPROVAL – Participation in the Monmouth-Ocean Educational Services Commission Purchasing Cooperative

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the “Lead Agency ” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 20, 2024, the governing body of the Closter Board of Education, County of Bergen, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

O. **APPROVAL – Participation in the Camden County Educational Services Commission Purchasing Cooperative**

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission (CCESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 20, 2024, the governing body of the Closter Board of Education, County of Bergen, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Camden County Educational Services Commission (CCESC),

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with Camden County Educational Services Commission, the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

P. APPROVAL – Contract for Realtime

Motion to approve the annual contract for the 2024-2025 school year with Realtime for the following services:

Student Information System	\$ 12,847.87
Special Education Management/IEP Writer	\$ 4,780.60
504 Student Manager	\$ 2,151.27
Notification/Alert System & E-Signature	\$ 3,798.37
Annual Cost	\$ 23,578.11

Q. APPROVAL - Strauss Esmay Contract for 2024-2025 School Year

Motion to approve the \$4,965.00 contract with Strauss Esmay for policy management, alerts, and support for the 2024-2025 school year.

R. APPROVAL – Participation in Purchasing Cooperatives

BE IT RESOLVED that the Closter Board of Education hereby approves the renewal of its participation in the New Jersey Cooperative Bid Maintenance Program through Educational Data Services, Inc. for the 2024-2025 school year, including preparation of bids and ordering at an annual fee of \$2,525 and

BE IT FURTHER RESOLVED that the Board approve the district’s continued participation in Purchasing Cooperatives hosted by the Educational Services Commission of NJ, NJ School Boards Association, Bergen County Purchasing Department, NJ Association of School Business Officials Cooperative Purchasing, and the Hunterdon Central Educational Services Commission for the 2024-2025 school year at no cost to the district.

S. APPROVAL - Eastern Data Comm Inc. Contract for 2024-2025 School Year

Motion to approve the contract with Eastern DataComm Inc. for Shoretel, Path View Cloud Maintenance, and LENS security system annual maintenance for the 2024-2025 school year at a total cost of \$20,409.

T. APPROVAL - Printer Maintenance Contract for 2024-2025 School Year

Motion to approve the contract with United Business System for the maintenance and services of district-wide printers for the 2024-2025 school year in the amount of \$26,237.40 plus overages.

U. **APPROVAL - Award of Contract to Thassian Mechanical Contracting Inc., for HVAC Upgrades in Gym at Tenakill Middle School**

WHEREAS, the Closter Board of Education (“the Board”) advertised for bids for HVAC Upgrades in the Gym at Tenakill Middle School Project (the “Project”);

WHEREAS, on May 30, 2024, the Board received bids for the Project;

WHEREAS, the lowest bid for the Project was submitted by Thassian Mechanical Contracting, Inc. (“Thassian”), which submitted a base bid price in the amount of \$868,000, together with Alternate No. 1 in the amount of \$21,000, for a total contract sum of \$889,000; and

WHEREAS, the bid submitted by Thassian is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Thassian as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Project to Thassian for a total contract sum of \$889,000.
2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed AIA Agreement, 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.

V. **APPROVAL – Professional Services Agreement - New Wave Consultants**

Motion to approve the professional services agreement with New Wave Consultants, Inc. for Mandated Safety & Environmental Professional Services (PEOSHA & OSHA), at an annual fee of \$5,500 from July 1, 2024, through June 30, 2025. Services include compliance, training, and PEOSHA inspections for Right-To-Know, Bloodborne Pathogen compliance, Indoor Air Quality, Integrated Pest Management, and AHERA; specific sampling and testing are not included, and the 3-year AHERA Inspection & Report. New Wave Consultants will also assist the district in complying with the NJ-mandated Lead in Drinking Water Testing requirements. The cost is \$500 per school and \$50 per water sample.

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

Motion to approve the investment of \$4,500,000 of the Board of Education’s Capital Reserve Fund into a renewable certificate of deposit (CD) with Capital One Bank starting July 1, 2024.

X. **APPROVAL – Write-off of Stale Check**

Motion to approve writing off an uncashed check issued from the net payroll account that has remained uncashed for over six months. The stale check will be reclassified and recorded as miscellaneous revenue in the general/operating fund:

Check #3004, issued on October 16, 2023, Amount: \$1.43

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

Motion to confirm the purchases for 2024-2025 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>VENDOR</u>	<u>AMOUNT</u>
Blick Art Materials LLC	\$ 708.02
BSN Sports	\$ 1,655.77
Cascade School Supplies	\$ 157.28
EAI Education dba Eric Armin	\$ 44.80
Electronix Express dba R.S.R	\$ 33.54
Henry Schein Inc.	\$ 365.64
Kurtz Bros Inc.	\$ 64.75
Lakeshore Learning Inc.	\$ 68.77
Md Buying Group LLC	\$ 23.14
Midwest Technology Products	\$ 27.05
Music in Motion	\$ 167.95
Nasco Education LLC	\$ 989.82
Performance Health dba Medco	\$ 1,260.96
Pitsco Education LLC	\$ 48.40
Really Good Stuff	\$ 172.23
S&S Worldwide	\$ 80.90
School Health Corporation	\$ 3,914.84
School Specialty LLC	\$ 23,646.86
Staples Contract	\$ 510.49
Super Duper Publications	\$ 232.70
Teacher's Discovery Inc.	\$ 156.29
United Supply Corp	\$ 464.22
W.B. Mason Co. Inc.	\$ 507.06

Total: \$ 35,301.48

Z. **APPROVAL - 1:1 Nursing Services Contract**

BE IT RESOLVED that the Closter Board of Education approves the 1:1 nursing service contracts for students 9597653741 and 1595602128, identified as “medically fragile students” pursuant to their Individual Educational Plan (IEP) and N.J.S.A. 18A:40-3.3 for the period starting July 1, 2024, through the end of the 2024-2025 school year, at an estimated cost of \$190,000.00. Bayada Nursing is currently the sole confirmed provider at a rate of \$68.00 per hour; however, the use of other approved nursing companies may be required as needed.

In accordance with N.J.S.A. 18A:18A-5 (a) (1), the Board of Education hereby states the following reason for the award of this professional services contract: The Board of Education requires the service of a qualified nurse to provide services to students who have been identified as a “medically fragile student” pursuant to their Individual Educational Plan (IEP) and N.J.S.A. 18A:40-3.3.

AA. **APPROVAL - Substitute Nursing Contracts**

Motion to approve the following substitute nursing contracts for the 2024-2025 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
- Best Choice Nursing

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

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

YEAS:

NAYS:

A. **APPROVAL - Retirement of Elaine Schiffman as Hillside School Paraprofessional**

Motion to accept the retirement of Elaine Schiffman as HES Paraprofessional, effective August 30, 2024.

B. **APPROVAL - Resignation of Terese Comer as Tenakill School Paraprofessional**

Motion to accept the resignation of Terese Comer as TMS Paraprofessional, effective June 30, 2024.

C. **APPROVAL - Appointment of Katherine Dunn as Grade 1 Teacher**

Motion to approve the appointment of Katherine Dunn as Hillside School’s Grade 1 Teacher, full-time, tenure-track position, at a salary of \$62,004, BA Step 3, effective September 1, 2024, pending a criminal history background check.

D. **APPROVAL - Appointment of Monica Chae as Special Education Teacher**

Motion to approve the appointment of Monica Chae as Hillside School’s Special Education Teacher, full-time, tenure-track position, at a salary of \$72,737, MA Step 4, effective September 1, 2024, pending a criminal history background check.

E. **APPROVAL - Appointment of Mentors for the 2024-2025 School Year**

Motion to approve the appointment of the following staff members to mentor provisionally licensed teachers for the 2024-2025 school year:

- Allison Bachmann to mentor Catherine Gordon
- Allison Esposito to mentor Katherine Dunn

F. **APPROVAL – Employment Agreement for Non-Union Staff**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Closter Board of Education hereby ratifies and approves the reappointment of the following staff members for the 2024-2025 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:

- Dianne Smith, Principal – Hillside Elementary School
- William Tantum, Interim Principal - Tenakill Middle School
- Lori Cohen, Director of Special Services
- Keith McElroy, Assistant Principal – Tenakill Middle School
- Kristen Zanin, Assistant Principal - Hillside Elementary School
- Joseph Scaglione, 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
- Anna Suttora, Payroll and Benefits Specialist
- Andrew Enrique, Board Office Assistant

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

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Closter Board of Education hereby ratifies and approves the reappointment of Floro M. Villanueva, Jr., as School Business Administrator/Board Secretary for the 2024-2025 School Year, in accordance with the terms of the Employment Agreement between the parties as approved by the Executive County Superintendent. The agreement includes a salary of \$185,903 from July 1, 2024 – June 30, 2025.

H. **APPROVAL – June 2024 Phonics First Training**

Motion to approve, upon the recommendation of the Superintendent, Katherine Dunn's attendance at the Phonics First training for 30 hours from June 24, 2024, to June 28, 2024, at a rate of \$50.00 per hour.

I. **APPROVAL – HES Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for Hillside Elementary School Academic Support Program (funded by American Rescue Plan Grant) July 1-26, 2024, for 18 sessions, 3.5 hours per session at a rate of \$50.00/hour per teacher:

- Allison Esposito

- Charlene Gerbig
- Catherine Ricca
- Kerry Sidrow
- Margaret Tahtabrounian
- Kristin Talty
- Kaitlyn Yu

Substitutes: Allison Bachmann, Maci DeCarlo, James Gerbig, Silvia Jost, Kathy Keller, Alyssa Levy, Sarah Menchise, Sonali Shah, Kerry Vogel

J. **APPROVAL – HES New-to-District Student Summer Transition Program**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for the New-to-District Student Summer Transition Program for the Summer of 2024, up to five (5) hours at \$50.00/hour per teacher:

- Jodi Belnick
- Patricia Brett
- Catherine Gibney
- Joanne Iyo
- Suzanne Lang
- Sarah Menchise
- Dara Weiss

Substitute: Alyssa Levy

K. **APPROVAL – HES Kindergarten Kickstart Program**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for the Kindergarten Kickstart Program for the Summer of 2024, up to four (4) hours at \$50.00/hour per teacher:

- Catherine Gibney
- Suzanne Lang
- Megan Weis
- Dara Weiss
- Kaitlyn Yu

Substitutes: Joanne Iyo, Sarah Menchise

L. **APPROVAL –TMS Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for Tenakill Middle School Academic Support Program (funded by American Rescue Plan Grant) July 1-26, 2024, for 18 sessions, 3.5 hours per session, at a rate of \$50.00/hour per teacher:

- Mary Auriti
- Angela Banta
- Karen Caruso
- Erika Dunn
- Kathy Lee
- Olivia Nikol
- Christopher Rota

Substitutes: Paul Aguirre, Rachel Fineman, Brianna McSweeney

M. **APPROVAL – Multisensory Reading Program**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for the MSR Program (funded by American Rescue Plan Grant), July 1 - July 26, 2024, at a rate of \$50.00/hour:

- Jennifer Annese - 24 hours
- Grace Park - 40 hours

N. **APPROVAL – HES - SELF Class ESY Program**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for the ERI-SELF Class Extended School Year Program, July 1 - July 26, 2024, 18 sessions for 4 hours/session at a rate of \$50.00/hour per teacher:

- Catherine Gibney

O. **APPROVAL – HES SELF Class ESY Program Paraprofessionals**

Motion to approve, upon the recommendation of the Superintendent, the following paraprofessionals for Hillside Elementary School Pre-K Summer Program, July 1 - July 28, 2024, 18 sessions for 3.50 hours/day per paraprofessional at a rate as scheduled below:

- Meylen Ho - \$23.07 per hour
- Dawn Lazzari - \$23.07 per hour
- Gail Watkins - \$23.07 per hour

P. **APPROVAL – HES Pre-K Summer Program Teachers**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for Hillside Elementary School Pre-K Summer Program, July 1 - July 26, 2024, for 4 hours/day at a rate of \$50.00/hour per teacher:

- Josephine Hunt (9 days)
 - Brielle Tacconi (9 days)
- Substitute: Kerry Vogel

Q. **APPROVAL – HES Pre-K Summer Program Paraprofessionals**

Motion to approve, upon the recommendation of the Superintendent, the following paraprofessionals for Hillside Elementary School Pre-K Summer Program, July 1 - July 26, 2024, 3.50 hours/day per paraprofessional at a rate as scheduled below:

- Pinerose Dominique - \$23.07 per hour
- Cheryl Friedrich - \$23.07 per hour
- Kajal Vekariya - \$22.44 per hour

R. **APPROVAL – 1:1 Support for Valley Summer Program**

Motion to approve, upon the recommendation of the Superintendent, the following 1:1 paraprofessionals for the ESY Program (20 days), from July 1 - July 31, 2024, at a rate as scheduled below:

- 9075768399 - Victoria Foley, 3.5 hours per day at a rate of \$21.89 per hour

- 2287020694 - Nancy Gronek, 3.5 hours per day at a rate of \$23.07 per hour
- 2710068403 - Ronit Shem-Tov, 3.5 hours per day at a rate of \$23.07 per hour

S. **APPROVAL – Summer Office Paraprofessionals**

Motion to approve, upon the recommendation of the Superintendent, the following office paraprofessionals for July and August 2024 at a rate as scheduled below:

- Hillside Elementary School (not to exceed 140 hours for the school)
 - Margaret Markgraf - \$23.07 per hour
 - Elaine Schiffman - \$23.07 per hour
- Tenakill Middle School (not to exceed 140 hours for the school)
 - Mary Oakes - \$23.07 per hour
 - Wendy Ruiz-Hernandez - \$21.89 per hour
- Child Study Team (not to exceed 80 hours)
 - Katarina Sorman - \$23.07 per hour

T. **APPROVAL – Related Service Providers for Summer Program**

Motion to approve the following district staff to provide a range of services to students participating in the summer programs:

- Elizabeth Apollo, Behaviorist - maximum of 30 hours at a rate of \$50.00/hour
- Travis Jackson, COTA - maximum of 36 hours at a rate of \$38.00/hour
- Cara Kupersmith, Speech Therapist - maximum of 40 hours at a rate of \$50.00/hour
- Nancy Saccoccio, Occupational Therapist - maximum of 12 hours at a rate of \$50.00/hour

U. **APPROVAL – Child Study Team Summer Work**

Motion to approve, upon the recommendation of the Superintendent, the following Child Study Team staff for the summer assessment completion, June 20, 2024 - August 30, 2024, at their contractual per diem rate, for a maximum of 5 days, unless additional time is required to remain compliant with the student's IEP:

- Lauren Bulger
- Maci DeCarlo
- Eileen Kennedy
- Laura Rochlin

V. **APPROVAL – Technology Transition Summer Work**

Motion to approve, upon the recommendation of the Superintendent, Joanne Iyo's technology transition summer work for an additional five days from June 20, 2024, to August 30, 2024, at her contractual per diem rate.

W. **APPROVAL – IEP Meeting Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for IEP meeting attendance, June 20, 2024 - August 30, 2024, at a rate of \$50.00/hour as needed:

- Paul Aguirre
- Jennifer Annese

- Elizabeth Apollo
- Allison Bachmann
- Angela Banta
- Jodi Belnick
- Patricia Brett
- Erika Dunn
- Rachel Fineman
- Charlene Gerbig
- Catherine Gibney
- Kathy Hedenberg
- Josephine Hunt
- Catherine Ianni
- Michelle Kuryllo
- Suzanne Lang
- Brianna McSweeney
- Jamie Morgan
- Gila Rachlin
- Catherine Ricca
- Shannon SanGeorge
- Brielle Tacconi
- Kerry Vogel

X. **APPROVAL – Summer Custodial Assistants**

Motion to approve, upon recommendation of the Business Administrator, the employment of the following 2024 Summer Custodial Assistants on as needed basis and not to exceed 7.5 hrs/day, starting June 20, 2024, through August 30, 2024:

<u>Name</u>	<u>Hr/rate</u>
Justin Comer	\$16.50
Mayuli Copeland	\$21.00
Christopher Rota	\$23.00
Nicholas Rota	\$18.00
Joseph Suttora	\$15.50

Y. **APPROVAL – Summer Nurse for HES and TMS Summer Programs**

Motion to approve, upon the recommendation of the Superintendent, the following school nurses for the Summer Programs in Hillside Elementary School and Tenakill Middle School, July 1 - July 26, 2024, at a rate of \$50.00/hour from 9:00 a.m. to 12:00 noon:

- Christine Flanagan
- Yamell Matias

Z. **APPROVAL – School Counselor Summer Work**

Motion to approve, upon the recommendation of the Superintendent, the following School Counselors summer work of five days at their contractual per diem rate:

- Alexandra Earle

- Suzanne Lang
- Callie Stabile
- Dara Weiss

AA. **APPROVAL – Staff Appointments**

Motion to approve the following appointments for the 2024-2025 school year:

<u>Position</u>	<u>Name</u>
Anti-Bullying Coordinator	Keith McElroy
Anti-Bullying Specialist (HES)	Dara Weiss
	Suzanne Lang
Anti-Bullying Specialist (TMS)	Alexandra Earle
	Callie Stabile
Affirmative Action Officer	Floro Villanueva Jr.
504 Compliance Officer (HES)	Dara Weiss
504 Compliance Officer (TMS)	Alexandra Earle
District Safety Specialist	Dianne Smith
District Testing Coordinator	Kristen Zanin
School Testing Coordinator (HES)	Dara Weiss
School Testing Coordinator (TMS)	Alexandra Earle
McKinney-Vento Liaison	Vincent McHale

BB. **APPROVAL - Substitute Rates for SY 2024-2025**

Motion to approve the SY 2024-2025 substitute rates as follows:

- Substitute Custodian: \$21 per hour
- Substitute Nurse: \$225 per day
- Substitute Teacher: \$125 per day
- Substitute Paraprofessional: \$105 per day

CC. **APPROVAL - Clinical Intern for the 2024-2025 School Year**

Motion to approve Isabella Vitolo, Ramapo College Clinical Intern, to work with Charlene Gerbig for the 2024-2025 school year, pending criminal history background check.

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

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.