

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

MINUTES

REGULAR MEETING

June 24, 2020

7:00 PM

The Board meeting was called to order by Mr. Lambert at 7:00 PM.

The following Board members were present:

Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

The following Board members were absent:

Ms. Bhagat

Also present:

Mr. McHale and 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

SUPERINTENDENT'S REPORT

Mr. McHale shared with the Board and the public his report:

- The Hillside Elementary School 4th Grade Moving-On Virtual Celebration and the Tenakill Middle School 8th Grade Virtual Graduation Ceremony were well-received. While they weren't the same as an in-person graduation, they honored these students as they reached these milestones in their academic journeys. Thank you to the administrators and teachers who worked on putting this all together. He would like to especially acknowledge Ms. Iyo and Ms. Pidi for their efforts on the 4th Grade Moving Up Virtual Celebration, and Mr. Tatum and Ms. Abbey for their efforts on the 8th Grade Virtual Graduation. Thank you to the PTO committees who worked with the administrators. Both schools held car parades on Friday, June 19, 2020. The parades were a special way to celebrate our students. Thank you to the Board, the Mayor and Council, the Closter Police Department, Closter Fire Department, Closter Volunteer Ambulance Corps, Closter DPW, and the PTO for their work in making this all happen. Most importantly, congratulations to our students! We wish them well as they

continue along their academic journey at whichever school they attend next year.

- The School Building Reopening Committee released a parent and staff survey on Tuesday, June 16, 2020, to gather feedback about thoughts on reopening school in September. The parent survey is available in English, Hebrew, Korean and Spanish. As of today, there are 637 parent responses and 138 staff responses. The feedback will be used to guide the district's planning for whatever scenario will be necessary in September. We expect the NJDOE guidance for reopening sometime this week. We have ordered ample personal protective equipment (PPE) for staff and students. We have also ordered hand sanitizer and hospital-grade sterilizing cleaning agents. However we reopen, the Closter Public Schools will still have the same passion for educating students and meeting their needs, but how we do it may look a little different from how we have done it in the past.
- We have several virtual summer programs starting on July 6, 2020. There will be 15 students attending the Pre-K Virtual Extended Year Program, and six students attending the Valley Summer Program. There will be 106 Hillside students and 56 Tenakill students attending the Virtual Learning Literacy and Math program funded by CARES Act. As part of this program, we are providing summer virtual support for 58 English Language Learners. We are pleased to continue academic support for these students during the month of July.
- Our district will be transitioning our student information system from Genesis to Realtime on July 1, 2020. He will be sending communication to parents tomorrow to remind them that report cards in Genesis will not be accessible after Tuesday, June 30, 2020. In the beginning of July, we will send out information to parents on how to access the Realtime parent portal, which will be easy to use.
- The grade five team would also like to recognize and thank board trustee Janine Micera for her time and expertise in recording a video for the fifth grade health unit. They learned about the certification process to become an emergency medical technician (EMT) and the role they play for the community.

Have a relaxing, safe and healthy summer!

Mr. Lambert asked where the automatic dispensers will be located. Mr. McHale advised they would be placed throughout the buildings. The district also purchased freestanding dispensers which can be moved and relocated as needed. Mr. Villanueva mentioned that the manual dispensers are at no cost to the district which can be used in the classroom.

PUBLIC DISCUSSION ON AGENDA ITEMS

Moved by Ms. Micera, seconded by Ms. Finkelstein 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. 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.

There were no public comments.

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

BOARD OPERATIONS

Moved by Ms. Cross, seconded by Ms. Micera to approve Motion A.

Motion was approved by a roll call vote of the Board as follows:

YEAS: Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

NAYS: None

A. **APPROVAL - Minutes**

Motion to approve June 11, 2020 minutes.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Bhagat, Mr. Linn, Ms. Cross

Moved by Mr. Linn, seconded by Ms. Micera to approve Motions A-B.

Mr. Linn asked where the University of LaVerne was. Mr. McHale responded they do have a physical university, but the courses will be online.

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

YEAS: Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

NAYS: None

A. **APPROVAL - Staff Coursework**

Motion to approve the following courses for 2020-2021 school year as recommended to the Superintendent by the Principals:

Staff Member: Kerry Vogel
Course No./Title: EDUC-711 Creating a Mindful Environment
Institution: University of LaVerne
Credits: 3

Staff Member: Kerry Vogel
Course No./Title: EDUC-713J Motivating Students Who Don't Care
Institution: University of LaVerne
Credits: 3

Staff Member: Kerry Vogel
Course No./Title: EDUC-714Z Self-Directed Learning: Making Learning Meaningful
for Adolescent Students
Institution: University of LaVerne
Credits: 3

Staff Member: Sarah Rhee
Course No./Title: 15:253:530 Foundations of Language
Institution: Rutgers Graduate School of Education
Credits: 3

Staff Member: Jamie Marotti
Course No./Title: EDUC-711X Creating a Mindful Environment
Institution: University of LaVerne
Credits: 3

Staff Member: Jamie Marotti
Course No./Title: EDUC-710H Understanding Moods
Institution: University of LaVerne
Credits: 3

Staff Member: Karen Caruso
Course No./Title: MAT-924 Virtual Manipulatives Online
Institution: Fresno Pacific University
Credits: 3

B. **APPROVAL - Staff Professional Development**

Motion to approve the following professional development workshop for 2020-2021 school year as recommended to the Superintendent by the Principals:

Staff Member: Jodi Sunshine
Workshop: Executive Function Summer Summit
Date: July 8, July 30, August 4 and August 6, 2020
Cost to Board: \$379.00

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kwon, Ms. Kothari, Ms. Finkelstein

Moved by Ms. Kwon, seconded by Ms. Micera to approve Motions A - O.

Ms. Kothari questioned the \$800 tuition rate for students in motion B. Mr. McHale explained it was for the 6 students who were taking the virtual extended school year program with Region 3 Valley Program. The remaining students would be for the new school year which Mr. McHale explained includes the extended school year rate. Ms. Finkelstein questioned if the transportation cost was included in the tuition. Mr. McHale advised transportation was a separate cost.

Mr. Lambert questioned what VCT stood for in motions G and H. Mr. Villanueva mentioned it stood for Vinyl Composition Tile.

Ms. Kwon asked about the variation of the tuition rates. Mr. Villanueva explained the first 3 students were regular education students and the remaining students were special education students which depending on their classification determines the rate.

Mr. Lambert with regards to motion O wanted to express his thanks to Mr. Villanueva and Mr. Chappell for their efforts to update the lighting at a total cost to the district for \$644.00.

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

YEAS: Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

NAYS: None

A. APPROVAL - Monthly Bills

Motion to approve payment of bills from June 10th, 2020 to June 22nd, 2020 in the amount of:

General Fund (Fund 10)	\$1,756,951.19
Special Revenue (Fund 20)	\$ 7,241.14
TOTAL	\$1,764,192.33

B. APPROVAL – Special Education Placements

Motion to approve the following 2020-2021 Special Education placements for Closter students:

NJSMART#	Tuition	Grade	Placement
2710068403	Est. \$800.00	1	Region III - ESY
4780672334	Est. \$800.00	6	Region III - ESY
9206382581	Est. \$800.00	6	Region III - ESY
3962188434	Est. \$800.00	5	Region III - ESY
3638997421	Est. \$800.00	8	Region III - ESY
6780077842	Est. \$800.00	1	Region III - ESY
8583886300	\$78,660.00 \$ 5,300 ESY	2	BCSS
1870405114	\$76,860.00 \$ 5,300 ESY	7	BCSS - Bleshman
2377584260	\$13,200.00	4	BCSS - TOD Services
4491998149	\$13,200.00	5	BCSS - TOD Services
4780672334	\$13,200.00	PreK	BCSS - TOD Services
9597653741	\$92,494.00 ESY Incl.	1	CTC Therapy Center
1595602128	\$92,494.00 ESY Incl.	1	CTC Therapy Center
9766852016	\$68,220.00 ESY Incl.	8	Sage Day School
8181726600	\$65,035.61 ESY Incl.	4	Newmark School
7204732761	\$47,859.00 ESY Incl.	2	NVRHS TIP
7487469181	\$47,859.00 ESY Incl.	5	NVRHS TIP

9849470484	\$78,049.00 ESY Incl.	8	NVRHS Valley
8310099361	\$78,049.00 ESY Incl.	1	NVRHS Valley
5323815997	\$78,049.00 ESY Incl.	3	NVRHS Valley
4700189801	\$78,049.00 ESY Incl.	PreK	NVRHS Valley
6671057691	\$78,049.00 ESY Incl.	2	NVRHS Valley
8143654872	\$78,049.00 ESY Incl.	K	NVRHS Valley
3657640030	\$78,049.00 ESY Incl.	2	NVRHS Valley
1827484080	\$78,049.00 ESY Incl.	1	NVRHS Valley
1483137465	\$78,049.00 ESY Incl.	PreK	NVRHS Valley
6753977047	\$78,049.00 ESY Incl.	1	NVRHS Valley
7435229917	\$61,815.60 ESY Incl.	7	Cresskill
1653301736	\$61,815.60 ESY Incl.	4	Cresskill
8860616163	\$61,815.60 ESY Incl.	6	Cresskill
8322109236	\$61,815.60 ESY Incl.	6	Cresskill
4452885313	\$61,815.60 ESY Incl.	3	Cresskill

C. **APPROVAL – Tuition Contracts for Received Students**

Motion to approve tuition contracts for received students as outlined below for 2020-2021 school year:

NJSMART#	Tuition	Grade	District
9592696272	\$17,313.75	8	Alpine/PP
4805791345	\$13,851.00	8	Alpine/PP
4031977834	\$13,851.00	8	Cliffside Park/PP
2515472486	\$25,375.00	6	Harrington Park
8694539845	\$25,375.00	8	Harrington Park
2685766168	\$25,375.00	3	Alpine
2941066759	\$25,375.00	5	Old Tappan
2139435137	\$25,375.00	5	Alpine
9480082869	\$25,375.00	1	Old Tappan
9808079630	\$31,952.00	PreK	Northvale
TBD	\$31,952.00	PreK	Northvale

D. **APPROVAL - Transfer of Funds to Capital Reserve**

RESOLVED, that the Closter Board of Education hereby approves retaining as year-end fund balance as of June 30, 2020 an amount not to exceed the state mandated cap of 2%, plus an amount up to \$500,000 designated as excess surplus for use in the 2021-2022 budget, and

BE IT FURTHER RESOLVED, that any funds in excess of the state mandated cap plus an amount up to \$500,000 as noted shall be transferred into the 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.

E. **APPROVAL – SY 2020-2021 Budget Implementation**

RESOLVED, that the Closter Board of Education authorizes the Superintendent of Schools and the School Business Administrator to implement the 2020-2021 school year budget.

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

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, 2020, 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 2019-2020 fiscal year, as well as any and all entries and actions for the opening of the 2020-2021 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 2020; and

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

G. **APPROVAL – Contract for VCT Installation**

RESOLVED, that the Closter Board of Education hereby approves the contract with Floor & Home, Inc. T/A Hoffman Floor & Home the lowest and most responsive quote for the VCT installation in rooms B-102, B-217 and B-205 in Tenakill Middle School in the amount of \$10,679. The said work is funded using the Capital Reserve Fund as approved for the 2020-2021 school year.

H. **APPROVAL – Contract for VCT Installation**

RESOLVED, that the Closter Board of Education hereby approves the contract with Flooring Concepts the lowest and most responsive quote for the VCT installation in rooms B-119 and B-203 in Tenakill Middle School in the amount of \$7,126.80. The said work is funded using the Capital Reserve Fund as approved for the 2020-2021 school year.

I. **APPROVAL – Purchase of 10 Lunch Tables**

Motion to approve the purchase of 10 lunch tables for Hillside Elementary School in the amount of \$18,054.00 through the Ed Data Bid #8567 MSRP Furniture 12/1/2017-12/1/2020.

J. **APPROVAL – Purchase of Apple MacBooks**

Motion to approve the purchase of 24 Apple MacBooks in the amount of \$29,568.00 through the Ed Services Commission of NJ contract #1062153.

- K. **APPROVAL – Purchase of Chromebooks & Charging Stations**
Motion to approve the purchase of 280 Chromebooks from CDW-G in the amount of \$88,998.00 and 11 Charging Stations for \$11,896.83 through the Ed Services Commission of NJ contract #18/19-03.
- L. **APPROVAL – Purchase of Chromebooks & Charging Stations using CARES Act Funds**
Motion to approve the purchase of 71 Chromebooks (67 for Closter and 4 for ACTON Academy) from CDW-G in the amount of \$22,525.47 and 6 Charging Stations for \$6,489.18 through the Ed Services Commission of NJ contract #18/19-03.
- M. **APPROVAL - Nursing Contracts**
Motion to approve the following nursing contracts for the 2020 - 2021 school year.
- Bayada Home Healthcare - for SID #1595602128
 - Loving Care Agency, Inc. d/b/a Aveanna - for SID # 9597653741
- N. **APPROVAL - Substitute Nursing Contracts**
Motion to approve the following substitute nursing contracts for the 2020 - 2021 school year:
- Bayada Home Healthcare
 - Ridgewood Registered Professional Nurses Association
 - Starlight Homecare Agency, Inc. d/b/a Star Pediatric Home Care Agency
 - Home Care Therapies LLC d/b/a Horizon Healthcare Staffing
- O. **APPROVAL - LED Lighting Project**
Motion to approve the LED Lighting upgrade contract to Albright Electric LLC, in the amount of \$644.00. The original cost of the project is \$146,348.00 with a rebate of \$145,704.00 through the NJ Clean Energy Program.

PERSONNEL AND MANAGEMENT COMMITTEE
Chairperson Ms. Lee, Mr. Lambert

Moved by Ms. Lee, seconded by Ms. Micera to approve Motions A - L.

Mr. McHale advised the board regarding motion D, the resignation of Ms. Heibel, teacher at Hillside Elementary. Ms. Heibel and her family will be relocating to Florida. Mr. McHale mentioned Ms. Heibel is deeply saddened to leave and was very grateful with her time at Hillside Elementary School District. Mr. McHale mentioned there is a motion to approve a new hire to replace Ms. Heibel.

Ms. Kwon asked who will be replacing Ms. Vastano. Mr. McHale mentioned there are leave of absence replacements in the motions mentioned. They will be placed based on the needs of the school in September.

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

YEAS: Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

NAYS: None

- A. **APPROVAL - Tenakill Middle School Academic Support Program Staff**
Motion to approve Mary Auriti as 6th grade summer school math teacher (replacing Catherine Ianni).
- B. **APPROVAL - Tenakill Middle School Academic Support Program Staff**
Motion to approve, upon the recommendation of the Superintendent, Paul Aguirre for Tenakill Middle School Academic Support Program for 20 sessions, three (3) hours per session at a rate of \$50.00/hour (assisting Maggie Churchill in ESL).
- C. **APPROVAL - Leave of Absence Katrina Vastano**
Motion to approve the leave of absence for Katrina Vastano from September 19, 2020, through January 19, 2021, in accordance with FMLA and NJFLA, and a discretionary leave of absence from September 1, 2020, through September 18, 2020 and, January 20, 2021 through April 18, 2021, with an anticipated return date of April 19, 2021.
- D. **ACCEPTANCE OF RESIGNATION - Kristi Heibel**
Motion to accept, with regrets, resignation of Kristi Heibel as Grade 1 teacher in the Closter Public Schools, effective July 1, 2020.
- E. **APPROVAL - Elementary Teacher Tenure-Track Position**
Motion to approve Devin Zukofsky as an elementary teacher for the 2020-2021 school year, pending a criminal history background check. Salary is \$59,374, plus benefits (MA, Step 1).
- F. **APPROVAL - Leave of Absence Replacement**
Motion to approve Susan DeSimini as leave replacement teacher for Grade 1 from September 2, 2020, through April 16, 2021. Salary will be \$200 per day on days 1 through 10; then beginning on day 11 (Sept. 18, 2020), BA Step 0, \$49,544.00 pro-rated, ending on April 16, 2021.
- G. **APPROVAL - Leave of Absence Replacement**
Motion to approve Rosemarie Villani as leave replacement teacher for Grade 1 from September 2, 2020, through December 23, 2020, pending criminal history background check. Salary will be \$200 per day on days 1 through 10; then beginning on day 11 (Sept. 18, 2020), BA Step 0, \$49,544.00 pro-rated, ending on December 23, 2020.
- H. **APPROVAL - Suspension and Reinstatement of Employee #4662**
RESOLVED, that the Closter Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the suspension with pay of Employee #4662 from Monday, June 15, 2020, through Wednesday, June 17, 2020, and

BE IT FURTHER RESOLVED, that the Board approves the employee to be reinstated to the position effective June 18, 2020.

I. **APPROVAL - Merit Goal Revision**

Motion to approve the revision of the 2019-2020 merit goals for Vincent McHale, Superintendent of Schools, which have been approved by Louis DeLisio, Interim Executive County Superintendent.

J. **APPROVAL – Attainment of Merit Goals**

Motion to approve attainment of the following merit goals for the 2019-2020 school year by Vincent McHale, Superintendent of Schools:

Goal #1 - Professional Development Research, 2.50% = \$4,242.23: **ACHIEVED**

Goal #2 - Conversations with the Superintendent, 2.50% = \$4,242.23: **ACHIEVED**

Goal #3 - Virtual Learning Plan and Monitoring, 3.33% = \$5,650.44: **ACHIEVED**

Goal #4 - Lead Observation Feedback Study with A-Team, 3.33% = \$5,650.44: **ACHIEVED**

Goal #5 - Ninth Grade Survey on High School Preparedness, 3.33% = \$5,650.44:
ACHIEVED

K. **APPROVAL – Merit Payment**

RESOLVED, that the Closter Board of Education hereby authorizes payment in the amount of \$25,435.78 to Vincent McHale, Superintendent of Schools, for the 2019-2020 merit goal completion, pending the payment approval letter from Louis DeLisio, Interim Executive County Superintendent.

L. **APPROVAL - Marshall Equivalency Waiver for 2020-2021 School Year**

Motion to approve the Marshall Equivalency Waiver for the 2020-2021 school year.

BOARD COMMITTEES

Ms. Kwon shared with the board the discussion in the finance committee with regards to the reduction of state aid. Mr. McHale also added the potential loss of other anticipated revenue--building rentals and the possibility of virtual instruction.

Ms. Kwon mentioned there was a quick meeting to discuss the status of the 19/20 budget and the items which were purchased such as 280 chromebooks, cloth masks, cafeteria tables, sanitizers, plexi-glass for the classrooms and offices. The committee also discussed the 20/21 budget and the ability to use capital reserve for current expenses presumably for the current situation through S2507.

Mr. Villanueva reminded the board to complete their mandated training on time.

The curriculum committee will schedule a meeting after the school reopening committee comes up with a plan for the school opening.

OLD/NEW BUSINESS

NO OLD/NEW BUSINESS

PUBLIC DISCUSSION

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

No public comments

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

CLOSED SESSION MOTION (If required)

Moved by Ms. Finkelstein, seconded by Ms. Micera to approve the following Closed Session Motion. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Cross, Ms. Kothari, Ms. Kwon, Ms. Lee, Mr. Linn, Ms. Micera,
Ms. Finkelstein, Mr. Lambert

NAYS: None

BE IT RESOLVED that the Closter Board of Education will adjourn to a Closed Session to discuss the following:

Personnel 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 7:28 PM.
The Board reconvened from Closed Session at 8:01 PM.

ADJOURNMENT

Moved by Ms. Micera, seconded by Ms. Lee to adjourn the meeting at 8:02 PM.

Respectfully,



Mr. Floro M. Villanueva
Business Administrator/Board Secretary