

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

March 9, 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

SY 2023-2024 PRELIMINARY BUDGET PRESENTATION

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 February 8, 2023, 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-2223-06 and TMS-2223-07 reported to the Board in Executive Session at the February 8, 2023, meeting.

C. **APPROVAL - Comprehensive Equity Plan SOA for Extension into 2023-2024 School Year**

Motion to approve the Comprehensive Equity Plan Statement of Assurance for the extension of existing CEP into the 2023-2024 school year.

D. **APPROVAL - Tenakill School Student Council Snack Sale Fundraiser**

Motion to approve the TMS Student Council fundraiser selling snacks to raise money for new student welcome activities.

E. **APPROVAL - Hillside School Student Council "Bridge to Turkiye" Fundraiser**

Motion to approve the HES Student Council fundraiser selling snacks to raise money for victims of the earthquake in Turkey. Funds will be donated to the Bridge to Turkiye Fund.

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

Motion to approve the Girl Scouts to use Hillside Elementary School Gymnasium on Saturday, March 11, 2023, for the "Me and My Guy Square Dance."

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

Motion to approve the Closter Recreation Department to use Tenakill Middle School for their Summer Recreation Camp from June 26, 2023 - August 4, 2023.

CURRICULUM AND INSTRUCTION COMMITTEE

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

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

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: Allison Esposito
Course No./Title: 1) 711X Creating a Mindful Environment
2) 710H Understanding Your Mood
Institution: University of LaVerne
Credits: 6 (3 credits each)

Staff Member: Amanda Cummings
Course No./Title: 1) EDU 960 Differentiating With Technology
2) EDU 930 Successful Independent Reading
Institution: Fresno Pacific University
Credits: 6 (3 credits each)

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Floro M. Villanueva, Jr.
Conference: NJASBO Annual Conference
Location: Atlantic City, NJ
Date: 6/6/23 - 6/9/23
Cost to Board: \$1,047.37 (includes registration, hotel, mileage, meals & incidentals)

Staff Member(s): Vince Salvati
Conference: Professional ChromeOS Administrator Certification Camp
Location: Tinton Falls, NJ
Date: 3/30/23
Cost to Board: \$235.57 (includes registration & mileage)

Staff Member(s): Margaret Churchill (Presenter)
 Conference: NJTESOL / NJBE Spring Conference
 Location: Hyatt, New Brunswick, NJ
 Date: 5/23/23 - 5/25/23
 Cost to Board: \$315.00 for substitute (all other fees paid for presenters)

Staff Member(s): Keith McElroy
 Conference: LinkIt! User Group
 Location: Virtual
 Date: 3/28/23
 Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Hillside Elementary School
 Group: Grade 4
 Month: May 2023
 Destination: Mobile Food Lab & Classroom
 Location: Hillside School

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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 - Monthly Bills**

Motion to approve payment of bills from February 9th 2023 to February 28th, 2023, in the amount of:

General Fund (Fund 10)	\$1,762,867.80
Special Revenue (Fund 20)	\$ 22,264.36
Debt Service (Fund 40)	\$ 276,345.00
Total	\$2,061,477.16

Motion to approve payment of bills from March 1st, 2023 to March 9th, 2023, in the amount of:

General Fund (Fund 10)	\$475,938.99
Special Revenue (Fund 20)	\$ 64,000.00
Enterprise (Milk – Fund 60)	\$ 650.16
Total	\$540,589.15

B. **APPROVAL - Preliminary Budget for SY 2023 - 2024**

BE IT RESOLVED, that the Closter Board of Education, County of Bergen, approves the preliminary 2023-2024 school year budget and authorizes the School Business Administrator/ Board Secretary to submit the preliminary budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<i>Budget</i>	<i>Local Tax Levy</i>
General Current Expense (Fund 11)	\$ 25,156,722	\$ 22,382,979
Capital Outlay (Fund 12)	\$ 1,669,941	
GENERAL FUND TOTAL	\$ 26,826,663	\$ 22,382,979
Special Revenue Fund (Fund 20)	\$ 276,500	\$ 0
Debt Service Fund (Fund 40)	\$ 276,345	\$ 276,345
Total Base Budget	\$ 27,379,508	\$ 22,659,324

And

BE IT FURTHER RESOLVED that the General Fund tax levy of **\$22,382,979** is approved to support Current General Expense that includes the use of **\$107,946** Enrollment Adjustment and **\$362,511** Health Care Costs Adjustment. The total budget tax levy including Debt Service Fund is **\$ 22,659,324.**

And

BE IT FURTHER RESOLVED that the Closter Board of Education accepts the State School Aid for the 2023-24 school year as follows:

Transportation Aid	93,632
Special Education Aid	1,277,579
Security Aid	91,347
Less: SDA Assessment	<u>-14,941</u>
Total Aid	\$ 1,447,617

And

BE IT FURTHER RESOLVED that a meeting will be held at the Tenakill Middle School Media Center on Wednesday, April 26, 2023 at 7:30 p.m. for the purpose of conducting a public hearing on the SY 2023-2024 budget.

C. **APPROVAL - SY 2023-2024 Preliminary Budget – Adjustment for Health Care Costs**

BE IT RESOLVED that the Closter Board of Education approves the use of adjustment for increase in health care costs permitting the tax levy to increase above 2% in the amount of **\$362,511**. The adjustment will be used to support the rising cost of health benefits for eligible district staff.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to submit the preliminary budget with the inclusion of the health care costs adjustment as noted above.

D. **APPROVAL - SY 2023-2024 Preliminary Budget – Use of Enrollment Adjustment**

BE IT RESOLVED that the Closter Board of Education approves the use of enrollment adjustment permitting the tax levy to increase above 2% in the amount of **\$107,946**. The adjustment is to help support additional staff needed due to increased enrollment as well as the increase in transportation costs.

BE IT FURTHER RESOLVED that the needs identified in the use of Enrollment Adjustment must be completed by the end of the 2023-24 budget year and will not be deferred or incrementally completed over a longer period of time; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to submit the preliminary budget with the inclusion of the use of enrollment adjustment as noted above.

E. **APPROVAL - Capital Reserve Withdrawal (Other Capital Projects) for SY 2023-2024**

BE IT RESOLVED, that the Closter Board of Education, County of Bergen, includes in the general fund appropriations, budget line 620, a withdrawal in the amount of **\$1,625,000** from the Board of Education's approved **Capital Reserve Account** to fund Other Capital Projects:

Hillside Elementary School

- Modular classroom spaces - \$1,500,000

Tenakill Middle School

- Network infrastructure replacements - \$125,000

The total cost of the projects represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner of Education as necessary to achieve the New Jersey Student Learning Standards. Any funds withdrawn from Capital Reserve and unspent by the end of the school year shall be returned to the Capital Reserve fund.

F. **APPROVAL - Maintenance Reserve Withdrawal for SY 2023-2024 Budget**

BE IT RESOLVED that as per N.J.A.C 6A:23A-14.2(d), the Closter Board of Education withdraws **\$100,000** from the Board of Education's approved **Maintenance Reserve Account** for use on required maintenance activities for a school facility as reported in the Comprehensive Maintenance Plan pursuant to N.J.A.C 6A:26-20.5.

G. **APPROVAL - Travel and Related Expense Reimbursement for SY 2023-2024**

WHEREAS, the Closter Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Closter Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

WHEREAS, the Closter Board of Education established \$30,000.00 as the maximum travel amount for the current school year and has expended \$10,047.66 as of this date; now

THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Closter Board of Education hereby establishes the maximum travel and related expense reimbursement for the 2023 - 2024 school year at \$30,000.00.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to track and record these costs to ensure that the maximum amount is not exceeded.

H. **APPROVAL – Renewal of CrowdStrike Falcon EDR**

Motion to approve the renewal of CrowdStrike Falcon EDR from CDW-G in the amount of \$40,382.00, through the Ed Services Commission of NJ Contract/ AEPA #22-G.

I. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Allison Esposito
Courses: EDUC 713J Motivating Students Who Don't Care
EDUC 713K The Differentiated Classroom

EDUC 7130 Building Classroom Discipline
 College/University: University of LaVerne
 Remuneration: \$1,000.00

J. **APPROVAL – Special Education Placements**

Motion to approve the following 2022-2023 Special Education placements for Closter Students:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
6046457095	\$9,135.18	2	Ridgefield Public Schools

K. **APPROVAL – Paraprofessional Contract with Centered Solutions LLC**

Motion to approve the contract with Centered Solutions LLC for a paraprofessional for student #6046457095 at an estimated cost \$22,500 for the remainder of SY 2022-2023.

L. **APPROVAL – Application & Acceptance of School Climate Change Pilot Grant**

Motion to approve the application and acceptance of the School Climate Change Pilot Grant in the amount of \$6,660. The grant is to support the school district’s implementation of the NJ Student Learning Standards for Climate Change Education.

M. **APPROVAL – Application for ROD Grants for Capital Needs - Tenakill**

Whereas, the Board of Education of Closter in the County of Bergen, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of TOILET RENOVATIONS AT TENAKILL MIDDLE SCHOOL

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF CLOSTER IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This resolution shall take effect immediately.

N. APPROVAL – Application for ROD Grants for Capital Needs - Hillside

Whereas, the Board of Education of Closter in the County of Bergen, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of TOILET RENOVATIONS AT HILLSIDE ELEMENTARY SCHOOL

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF CLOSTER IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of a ROD Grant with respect to the proposed Project.

Section 4. This resolution shall take effect immediately.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

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

YEAS:

NAYS:

A. APPROVAL - Chaperones for the 7th Grade Boston Trip - April 2023

Motion to approve the following staff members as chaperones on the 7th grade trip to Boston in April 2023 at a stipend of \$150 per night:

- Michelle Durocher
- Julia Leibowitz

- Chris Rota
- Chelsea Smith
- William Tantum
- Matthew Vassallo

B. **APPROVAL - Chaperones for the 8th Grade Washington D.C. Trip - May 2023**

Motion to approve the following staff members as chaperones on the 8th grade trip to Washington D.C. in May 2023 at a stipend of \$150 per night:

- Chris Rota
- William Tantum
- Matthew Vassallo

C. **APPROVAL - Kathy Keller - Kindergarten Long-Term Leave Replacement**

Motion to approve Kathy Keller as Long-Term Leave Replacement - Kindergarten Teacher (R.M.) - from February 27, 2023, through the end of the 2022-2023 school year. Salary will be \$200 per day on days 1 through 10; and then beginning on day 11, BA Step 0, at a prorated salary of \$52,309.

D. **APPROVAL - Substitute Teacher & Paraprofessional**

Motion to approve the following substitutes for the 2022-2023 school year:

Substitute Teacher

John Kilduff

NJ Substitute Certification

Substitute Paraprofessional

Dena Abdalla

E. **APPROVAL - Resignation of Lyndsay Lucious, HES Paraprofessional**

Motion to accept, with regrets, the resignation of Lyndsay Lucious, HES Paraprofessional effective March 14, 2023.

F. **APPROVAL - Travis Jackson as Part-Time Certified Occupational Therapist Assistant (COTA) for the Remainder of the 2022-2023 School Year**

Motion to approve Travis Jackson as part-time COTA from March 20, 2023, until the end of the 2022-2023 school year at a rate of \$268.04 per day.

G. **APPROVAL - Hillside Elementary School Paraprofessionals**

Motion to approve the following HES paraprofessionals at a rate of \$19.23 per hour, for 5.75 hours per day:

- Giana Di Rese, pending criminal history background check
- Alexis Velella

H. **APPROVAL - Leave of Absence for Isabella Prulello, Grade 5 Teacher**

Motion to approve the leave of absence for Isabella Prulello for the 2022-2023 school year as follows:

- FMLA from March 13, 2023 - March 31, 2023
- FMLA and NJFLA from April 3, 2023 - June 6, 2023
- NJFLA from June 7, 2023 through the end of the 2022-2023 school year, with an anticipated return to work date of September 1, 2023.

POLICY COMMITTEE

Chairperson: Ms. Fanelli; Members: Ms. Finkelstein, Ms. Li, Ms. Micera

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

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

YEAS:

NAYS:

A. **APPROVAL - First Reading of Policies and Regulations**

Motion to approve the first reading of the following policies and regulations as per Appendix A & B:

- Policy 0152 Board Officers
- Policy 0161 Call, Adjournment and Cancellation
- Policy 0162 Notice of Board Meetings
- Policy 2423 Bilingual and ESL Education
- Policy 2425 Emergency Virtual or Remote Instruction Program
- Policy 5200 Attendance
- Policy 5512 Harassment, Intimidation or Bullying
- Policy 8140 Student Enrollments
- Policy 8330 Student Records
- Regulation 2423 Bilingual and ESL Education
- Regulation 2425 Emergency Virtual or Remote Instruction Program
- Regulation 5200 Attendance
- Regulation 8140 Enrollment Accounting
- Regulation 8330 Student Records
- Regulation 8420.2 Bomb Threats
- Regulation 8420.7 Lockdown Procedures
- Regulation 8420.10 Active Shooter

B. **APPROVAL - Abolishment of Policy #1648.11 The Road Forward - Covid 19 Health and Safety**

Motion to approve the abolishment of Policy #1648.11 The Road Forward - Covid-19 Health and Safety as the requirements therein are no longer required by the NJ Department of Education.

OLD/NEW BUSINESS

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

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.