

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

May 14, 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**

**SUPERINTENDENT'S REPORT**

*HIB Grades School Self-Assessment Report for 2022-2023 School Year*  
*District Goal #1 Status 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 - D.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve May 1, 2024, minutes.

B. **APPROVAL - Harassment, Intimidation or Bullying (HIB)**

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation or Bullying (HIB) incident numbers TMS-2324-41, TMS-2324-42, TMS-2324-43, HES-2324-01 and HES-2324-02, as reported to the Board in Executive Session at the May 1, 2024, meeting.

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

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

D. **APPROVAL - Use of Facilities for Closter Police**

Motion to approve the Closter Police to use the Tenakill Middle School gym on June 21, 2024.

**CURRICULUM AND INSTRUCTION COMMITTEE**

*Chairperson: Ms. Wagner; Members: Ms. Salamea-Cross, 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 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member: Erika Dunn  
Course No./Title: 1) LIT-908 Poetry for Children  
2) ELA-931 Teaching with Graphic Novels  
Institution: Fresno Pacific University  
Credits: 6 (3 credits each)

Staff Member: Grace Park  
Course No./Title: Structured Literacy: Students with Reading Difficulties 3  
Institution: Fairleigh Dickinson University  
Credits: 3

Staff Member: Katharine Meyers  
Course No./Title: Structured Literacy: Students with Reading Difficulties 3  
Institution: Fairleigh Dickinson University  
Credits: 3

Staff Member: Cassandra San-Emeterio  
Course No./Title: 1) EDUC 715B Making Connections for Engaged Learning  
2) EDUC 718I English Language Learners' Struggles: Signs of Difficulty  
3) EDUC 713T Achieving Success for English Language  
Institution: University of LaVerne  
Credits: 9 (3 credits each)

Staff Member: Brittany Steele  
Course No./Title: 1) MAT 915 Recreational Mathematics for the Classroom  
2) ATH-901 Coaching Enhancing Motivation  
3) MAT 937 Routines for Mathematical Reasoning  
Institution: Fresno Pacific University  
Credits: 9 (3 credits each)

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Vincent Salvati  
Conference: Brain Storm  
Location: Kalahari Resort, Pocono Manor, PA  
Date: 11/17/24 - 11/19/24  
Cost to Board: \$925.40

Staff Member(s): Keith McElroy  
Conference: NJPSA Fall Conference  
Location: Ocean Casino Resort, Atlantic City, NJ  
Date: 10/16/24 - 10/18/24  
Cost to Board: \$969.42

Staff Member(s): Callie Stabile  
Conference: Sandy Hook Promise: Say Something - Violence Prevention Program  
Location: Bergen Community College at the Meadowlands, Lyndhurst NJ  
Date: 5/20/24  
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School  
Group: Grade 7 Students Not Attending Boston Trip  
Month: June 2024 (various dates)  
Destination: Local Closter Historical Destinations (Revolutionary to Mid-20th Century Sites)  
Location: Closter, NJ

School: Tenakill Middle School  
Group: Grades 5, 6, 7 and 8  
Month: May 2024 (various dates for each grade level)  
Destination: The Belskie Museum of Art and Science  
Location: Closter, NJ

**FINANCE AND PHYSICAL PLANT COMMITTEE**

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

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Motions A - M.

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 B attached:

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

**B. APPROVAL - Payment of Bills**

Motion to approve payment of bills from May 1, 2024 to May 10, 2024, in the amount of:

General Fund (Fund 10)	\$1,165,570.65
Special Revenue (Fund 20)	\$ 96,977.50
Enterprise (Milk – Fund 60)	\$ 1,662.97
Total	\$1,264,211.12

**C. APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Catherine Ricca  
Course: Mindful Teachers; Mindful Students / ADD/ADHD Strategies & Intervention for the Classroom  
College/University: University of LaVerne  
Remuneration: \$840.00

**D. APPROVAL - Contract with Brainspring for Phonics First Training**

Motion to approve the \$23,025 contract with Brainspring for the Phonics First training at Hillside Elementary School on June 24 - 28, 2024. The contract is for 15 participants.

- E. **APPROVAL – SY 2024-2025 Budget Implementation**  
BE IT RESOLVED, that the Closter Board of Education authorizes the Superintendent of Schools and the School Business Administrator to implement the 2024-2025 school year budget.
- F. **APPROVAL - Contract with Eastern DataComm for the Purchase and Installation of Security Door Access System**  
Motion to approve the contract with Eastern DataComm for the purchase and installation of a Security Door Access System for Hillside Elementary School and Tenakill Middle School in the amount of \$46,863.20 through the Ed Services Commission of NJ Contract #ESCNJ 22/23-09 and is funded using Capital Reserve as included in the SY 24-25 budget.
- G. **APPROVAL - Contract with Dyntek for the Purchase and Installation of Various Network (IT) Switches**  
Motion to approve the contract with Dyntek for the purchase and installation of various network switches in Hillside Elementary School (Network Infrastructure Project Stage 2). The contract amount is \$118,277.17 through the NJ State Contract NVPAR 3227 PA #21-TELE-01506 and is funded using Capital Reserve as included in the SY 24-25 budget.
- H. **APPROVAL - Contract with LBJ Interior Solutions for the Removal and Installation of VCT Flooring at TMS**  
Motion to approve the contract with LBJ Interior Solutions for the removal and installation of VCT flooring at Tenakill Middle School—Rooms B114, B209, B212, B214, and B216. The contract amount is \$24,523.50 through the Ed Services Commission of NJ Contract #ESCNJ #65MESCCPS #23/24-14 and is funded using Capital Reserve as included in the SY 24-25 budget.
- I. **APPROVAL - Contract with Crossroads Pavement Maintenance LLC for the Sealing, Striping and Line Painting of District Parking Lots**  
Motion to approve the contract with Crossroads Pavement Maintenance LLC for the Sealing, Striping, and Line Painting of District Parking lots. The contract amount is \$87,708 through the Educational Data Services EDS Bid #10980 Macadam Repair (Repaving) - Package #24A and is funded using Capital Reserve as included in the SY 24-25 budget.
- J. **APPROVAL – Transportation Contract for SY 2024-2025**  
Motion to approve the transportation contract for Closter Board of Education Route 2 with Valley Transportation Co., Inc. for the 2024-2025 school year. The contract increase is under the CPI (5.86%) set by the New Jersey Department of Education. The total annual cost of Route 2 is \$81,417.57 or \$449.82 per day, equivalent to a 4% increase.

K. **APPROVAL – Renewal of Athletic Transportation Contract**

BE IT RESOLVED that the Closter Board of Education approve renewing the athletic transportation contract for Closter Board of Education Athletics Route with Valley Transportation Co., Inc. for the 2024-2025 school year. The contract renewal is at a 0% increase or \$425 per trip, with an adjustment of \$50 per ¼ hour for any additional time beyond 2.5 hours; and

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator/Board Secretary are hereby authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution. The School Business Administrator/Board Secretary shall submit all required documents to the Executive County Superintendent in accordance with the regulations governing student transportation.

L. **APPROVAL – Tax Levy Payment Schedule – SY 2024-2025**

Motion to approve the tax levy payment schedule in support of the 2024-2025 school year budget:

<u>Payment</u>	<u>Month</u>	<u>General Fund Amount</u>	<u>Debt Service Amount</u>	<u>Tax Payment Amount</u>
1	July 2024	\$ 1,913,988.00	\$ 246,657.00	\$ 2,160,645.00
2	August 2024	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
3	September 2024	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
4	October 2024	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
5	November 2024	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
6	December 2024	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
7	January 2025	\$ 1,913,989.00	\$ 55,191.00	\$ 1,969,180.00
8	February 2025	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
9	March 2025	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
10	April 2025	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
11	May 2025	\$ 1,913,989.00	\$ -	\$ 1,913,989.00
12	June 2025	\$ 1,913,988.00	\$ -	\$ 1,913,988.00
<b>TOTAL</b>		<b>\$ 22,967,866.00</b>	<b>\$ 301,848.00</b>	<b>\$ 23,269,714.00</b>

M. **APPROVAL - Instructional Resources**

Motion to approve the purchase of the following proprietary instructional programs/textbooks and web-based services for SY 2024-2025:

- Science Dimension (5) - \$7,949.64
- Big Ideas Math (5-8) - \$24,197.25
- Go Math (K-4) - \$42,338.61

**PERSONNEL AND MANAGEMENT COMMITTEE**

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

Moved by \_\_\_\_\_ , seconded by \_\_\_\_\_ to approve Motions A - D.

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

YEAS:

NAYS:

- A. **APPROVAL - Kaitlyn Wilson Special Services Clinical Internship for Leanne Schettino**  
Motion to approve Kaitlyn Wilson, an Iona College student, as a clinical intern for Leanne Schettino for Special Services for the 2024-2025 school year for a supervised external practicum.
  
- B. **APPROVAL - Appointment of Sheriza Mohamed as Grade 5 Teacher**  
Motion to approve the appointment of Sheriza Mohamed as full-time tenure track Grade 5 Teacher for the 2024-2025 school year at a salary of \$57,904, BA Step 1, starting September 1, 2024. A criminal history background check is already on file.
  
- C. **APPROVAL - Appointment of Christine Cipollini as Tenakill Middle School Principal**  
Motion to approve the appointment of Christine Cipollini as full-time tenure track Principal for the 2024-2025 school year, starting on or around July 1, 2024, at a salary of \$142,000, pending a criminal history background check and release from her current district.
  
- D. **APPROVAL - Resignation of Mary Jo Birrittieri-Parente as Paraprofessional**  
Motion to accept the resignation of Mary Jo Birrittieri-Parente as Hillside School paraprofessional, effective May 14, 2024.

**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  
Personnel Matters - Negotiations**

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.