

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

May 21, 2025 - 7:30 PM

Call to order: _____ @ _____ *P.M.*

Roll Call:

Ms. Argenziano	_____
Mr. Choi	_____
Ms. Estrems	_____
Ms. Lee	_____
Ms. Li	_____
Ms. Micera	_____
Mr. Paldi	_____
Open Seat	_____
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

ELECTION OF BOARD OF EDUCATION VICE PRESIDENT

Due to the vacancy in the Board of Education Vice President position, the trustees will vote to appoint a new Vice President.

1. _____ nominated for Vice President by _____
2. _____ nominated for Vice President by _____

Motion to close nominations for the position of Vice President made by _____,
seconded by _____.

Roll Call Vote:

Nomination #1: _____ Votes Nomination #2: _____ Votes

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

BOARD COMMITTEES

INTERVIEWS TO FILL THE OPEN SEAT

- Evelyn Castillo
- Arjun Koshal
- Shirley Louie
- Gregory Shih
- Shane Sullivan
- Nicole Wiggins
- Connor Yim

PUBLIC COMMENTS RELATED TO THE VACANCY

Moved by _____, seconded by _____ to open the meeting to the public.

Public comments on the vacancy are limited to three (3) minutes per person, with a total of 15 minutes allowed as per bylaw 0167. Large groups should select one representative. Speakers must state their name and address.

Moved by _____, seconded by _____ to resume the regular order of business.

CLOSED SESSION #1 MOTION

Moved by _____, seconded by _____ to adjourn into closed session for the trustees to deliberate on the appointment to the open Board of Education seat.

Motion was _____ by a voice vote of the Board:

YEAS:

NAYS:

The Board went into Closed Session at _____ PM.

The Board reconvened from Closed Session at _____ PM.

BOARD DISCUSSION AND VOTE

Moved by _____, seconded by _____ to nominate _____ to fill the vacant seat on the Closter Board of Education.

Motion to appoint _____ to fill the vacant seat on the Board of Education, effective June 26, 2025, through December 31, 2025. This seat is no longer considered an unexpired term and, in accordance with state law, will appear on the ballot for the November 2025 General Election for a full-term election.

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

YEAS:

NAYS:

****IF NECESSARY****

Moved by _____, seconded by _____ to nominate _____ to fill the vacant seat on the Closter Board of Education.

Motion to appoint _____ to fill the vacant seat on the Board of Education, effective June 26, 2025, through December 31, 2025. This seat is no longer considered an unexpired term and, in accordance with state law, will appear on the ballot for the November 2025 General Election for a full-term election.

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

YEAS:

NAYS:

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 - E.

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

YEAS:

NAYS:

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

Motion to approve the April 30, 2025, 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-2425-19 and TMS-2425-20 as reported to the Board in Executive Session at the April 30, 2025, meeting.

C. **APPROVAL - Appointment of Fogarty, Hara, LaPira & Cherry, LLC as Board Attorney**

WHEREAS, the law firm of Fogarty, Hara, LaPira & Cherry, LLC has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of Fogarty, Hara, LaPira & Cherry, LLC, to provide professional services to the Board, finding that the proposal submitted by this law firm is most advantageous, experience, qualifications, price, and other facts considered;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of Fogarty, Hara, LaPira & Cherry, LLC as Board Attorney from July 1, 2025 through the January 2026 reorganization meeting in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part hereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

D. **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 8, 2025, 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. This is shown in Appendix A.

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

The Board acknowledges that Tenakill Middle School successfully conducted its second emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 7:55 a.m. on May 8, 2025, 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. This is shown in Appendix B.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson: Ms. Finkelstein; Members: Ms. Argenziano, Ms. Lee

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 the 2024-2025 and 2025-2026 school years as recommended to the Superintendent by the Principals:

Staff Member: Margaret Tahtabrounian
Course No./Title: EDUC 719M Supporting Newcomer English Language Learners
Institution: University of LaVerne
Credits: 3

Staff Member: Jennifer Levy
Course No./Title: 1) TEC 919 Show & Tell: Digital Artifacts of Student Learning
2) TEC 940 Virtual Field Trips: Taking and Making
3) TEC 963 Digital Storytelling
Institution: Fresno Pacific University
Credits: 9 (3 credits each)

Staff Member: Sarah Hodulik
Course No./Title: 1) EDUC 717C A Practical Introduction to Adobe Photoshop
2) EDUC 712Q Frida Kahlo: Pain and Passion
Institution: University of LaVerne
Credits: 6 (3 credits each)

B. **APPROVAL - Staff Conferences**

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

Staff Member(s): Dianne Smith
Conference: Behavioral/Threat Assessment & Management Best Practices
Location: Virtual
Date: 5/19/25
Cost to Board: \$0

Staff Member(s): Alexandra Earle, Lauren Engle, Monica Georgallas, Hannah Kim,
Kaitlin Lange, Eileen Owens, Cassandra Perez, Lisa Posner,
Nancy Saccoccio and Alexis Velella
Conference: CPI Training
Location: Hillside Elementary School
Date: 6/4/25
Cost to Board: \$775.00

C. **APPROVAL - Field Trips**

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

School: Tenakill Middle School
Group: Grade 5 LA Classes
Month: June 2025
Destination: Closter Public Library
Location: Closter, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson: Mr. Choi; Members: Ms. Estrems, Ms. Finkelstein

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

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 April 2025.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for April 2025.
- c. Transfer of funds for April 2025.

B. **APPROVAL - Payment of Bills**

Motion to approve payment of bills from May 1, 2025, to May 19, 2025, in the amount of:

General Fund (Fund 10)	\$1,368,721.58
Special Revenue (Fund 20)	\$ 5,227.50
Capital Projects (Fund 30)	\$ 1,518.16
Enterprise (Milk – Fund 60)	\$ 1,698.59
Total	\$1,377,165.83

C. **APPROVAL – Special Education Placements**

Motion to approve the following 2024-2025 Special Education placements for Closter Students:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
7029692770	\$15,401.58	PRE-K	Valley Program

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 – SY 2025-2026 Budget Implementation**

Motion to approve the authorization of the Superintendent of Schools and the School Business Administrator to implement the 2025-2026 school year budget.

F. **APPROVAL – SY 2025-2026 Transportation Contract**

Motion to approve the transportation contract for the Closter Board of Education Route 2 with Valley Transportation Co., Inc. for the 2025-2026 school year. The contract increase is within the CPI (3.57%) set by the New Jersey Department of Education. The total annual cost of Route 2 is a maximum of \$84,324.28 or \$465.88 per day. The host LEA, Northern Valley Regional High School District, administers the transportation contract.

G. **APPROVAL – SY 2025-2026 Tax Levy Schedule**

Motion to approve the tax levy payment schedule in support of the 2025-2026 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 2025	\$ 1,969,493.00	\$ 231,313.00	\$ 2,200,806.00
2	August 2025	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
3	September 2025	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
4	October 2025	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
5	November 2025	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
6	December 2025	\$ 1,969,491.00	\$ -	\$ 1,969,491.00
7	January 2026	\$ 1,969,493.00	\$ 72,139.00	\$ 2,041,632.00
8	February 2026	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
9	March 2026	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
10	April 2026	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
11	May 2026	\$ 1,969,493.00	\$ -	\$ 1,969,493.00
12	June 2026	\$ 1,969,491.00	\$ -	\$ 1,969,491.00
TOTAL		\$ 23,633,912.00	\$ 303,452.00	\$ 23,937,364.00

H. **APPROVAL - Landscape & Lawn Maintenance Contract for SY 2025 - 2026**

Motion to approve the contract with Lupardi Nursery Inc., the lowest and most responsive quote, for Summer-Fall Landscape Maintenance at Hillside and Tenakill in the amount of \$6,800, Fall Clean-Up at Hillside and Tenakill for \$3,240, and Hillside Soccer Field Lawn Maintenance of \$4,725 and an additional \$1,210 for field maintenance and necessary December clean-up. The contract

I. **APPROVAL - Contract with Eastern DataComm for the Purchase and Installation of Security Cameras**

Motion to approve the contract with Eastern DataComm for the purchase and installation of additional security cameras at Hillside Elementary School and Tenakill Middle School in the amount of \$33,177.90 through the Monmouth-Ocean Ed Services Commission of NJ Contract 25-11 School Communications & Safety Systems Cooperative Bid #289MOESC. This project is generously funded by the Closter PTO.

- J. **APPROVAL - Purchase of Big Ideas Math for Tenakill Middle School**
Motion to approve a three-year contract with Cengage Learning for Big Ideas Math (5-8) student books, workbooks, and online access in the amount of \$43,125.70. The three-year contract results in a total savings of \$6,433.79.
- K. **APPROVAL - Renewal of Learning A-Z (RAZ Plus)**
Motion to approve the renewal of contract with Learning A-Z (RAZ Plus) in the amount of \$16,926.90. The contract ending in 2028 results in a total savings of \$2,987.10.
- L. **APPROVAL – Contract for Realtime**
Motion to approve the annual contract for the 2025-2026 school year with Realtime for the following services:
- | | |
|---|--------------------|
| Student Information System | \$ 14,132.65 |
| Special Education Management/IEP Writer | \$ 5,258.66 |
| 504 Student Manager | \$ 2,366.40 |
| Notification/Alert System & E-Signature | <u>\$ 4,152.00</u> |
| Annual Cost | \$ 25,909.71 |
- M. **APPROVAL - Shared Services Agreement for Bloodborne Pathogens Compliance Program (2025–2027)**
Motion to approve the Shared Services Agreement between the Closter Board of Education and the Bergen County Department of Health Services for the provision of the July 2025 - June 2027 Bloodborne Pathogens Compliance Program Services, at a rate of \$25 per employee requiring training, which includes the administrative fee.
- N. **APPROVAL - Asbestos Abatement Work for Boiler Rooms**
Motion to approve the contract with Lilich Corporation, the lowest and responsive quote for the Asbestos Abatement Subchapter 8 - Unoccupied Regulations Work at Hillside Elementary School Front Boiler Room in preparation for the Boiler Replacement Project, in the amount of \$39,950, plus contingency not to exceed \$4,000. The project is funded by the Capital Projects Fund (F30).
- O. **APPROVAL - Environmental Services and Compliance Contract**
Motion to approve New Wave Engineering to provide environmental services and compliance support for the Closter Board of Education for the 2025-2026 school year for \$5,700. The services will include PEOSHA Plan, Right to Know Survey, SDS/MSDS and employee training updates, Integrated Pest Management Plan, Indoor Air Quality Program, and Asbestos Hazard Emergency Response Act (AHERA) compliance and plan management.

P. **APPROVAL - Professional Services for Arbitrage Calculation & Reporting for School Bonds, Series 2023**

Motion to approve AMTEC (American Municipal Tax-Exempt Compliance) as a professional service provider to perform the following services related to the School Bonds, Series 2023: Arbitrage Rebate Calculation for \$500 per year; Yield Restriction Calculation at \$300 per year; preparation of IRS Form 8038-T in 2028 for up to \$300; and corresponding mailing reimbursement. The cost of these services will be paid from bond proceeds, as permitted under IRS regulations.

PERSONNEL AND MANAGEMENT COMMITTEE

Members: Mr. Paldi, Ms. Finkelstein

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 - Appointment of Lina Orejuela as Tenakill Middle School Spanish Teacher**

Motion to approve the appointment of Lina Orejuela as full-time, tenure-track TMS Spanish Teacher for the 2025-2026 school year at a salary of \$59,500, BA Step 1, starting September 1, 2025, pending a criminal history background check.

B. **APPROVAL - Appointment of Jamie Kluft as Tenakill Middle School Special Education (SGLC) Teacher**

Motion to approve the appointment of Jamie Kluft as full-time, tenure-track TMS Special Education (SGLC) Teacher for the 2025-2026 school year at a salary of \$68,123, MA Step 1, starting September 1, 2025, pending a criminal history background check.

C. **APPROVAL - Appointment of Hailey Gabettie as Tenakill Middle School Grade 5 Science/Math Teacher**

Motion to approve the appointment of Hailey Gabettie as full-time, tenure-track TMS Grade 5 Science/Math Teacher for the 2025-2026 school year at a salary of \$68,123, MA Step 1, starting September 1, 2025, pending a criminal history background check.

D. **APPROVAL - Appointment of Kira Cohen as Tenakill Middle School - School Psychologist**

Motion to approve the appointment of Kira Cohen as full-time, tenure-track TMS School Psychologist for the 2025-2026 school year at a salary of \$79,557, MA 60 Step 1, starting September 1, 2025, pending a criminal history background check.

E. **APPROVAL - Appointment of Mentors for the 2025-2026 School Year**

Motion to approve the appointment of the following staff members as mentors to provisionally licensed staff for 30 weeks of mentoring:

- Amy Kenny-Whritenour mentors Hailey Gabettie
- DiFei Shi mentors Lina Orejuela
- Brittany Steele mentors Jamie Kluff

F. **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 2025-2026 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 \$192,410 from July 1, 2025, to June 30, 2026.

G. **APPROVAL – June 2025 Professional Development**

Motion to approve the following staff members to attend the Writing Revolution Professional Development and Big Ideas Professional Development sessions during June 2025, at a rate of \$50.00 per hour:

- Writing Revolution (6/16, 6/17, 6/20 and 6/30 ~ up to eight (8) hours per staff)
 - Mary Auriti
 - Patricia Brett
 - Ashley Buckley
 - Michelle Durocher
 - Eileen Kennedy
 - Michelle Kuryllo
 - Kaitlin Lange
 - Olivia Nikol
 - Lisa Pantaleo
 - Shannon SanGeorge
- Big Ideas (6/24 and 6/25 ~ up to six (6) hours per teacher)
 - Kindergarten Teachers
 - Songhee (Joy) Lee
 - Wendy Manning
 - Katharine Meyers
 - Kimberly Ramm
 - Megan Weis
 - Kaitlyn Yu
 - Grade 1 Teachers
 - Susan Carpenter
 - Kerra Corio
 - Katherine Dunn
 - Dana Hollywood

- Donna Koniuch
- Meghan Pleus
- Grade 2 Teachers
 - Catherine Gordon
 - Jennifer Kennedy
 - Grace Park
 - Catherine Ricca
- Grade 3 Teachers
 - Allison Bachmann
 - Jodi Belnick
 - Allison Esposito
 - Lauren Finan
 - Charlene Gerbig
 - Kerry Vogel
- Grade 4 Teachers
 - Leah Cohen
 - Scott Greene
 - Kerry Sidrow
 - Kristin Talty
- ESL, PLUS, and Special Education Teachers
 - Patricia Brett
 - Lauren Engle
 - Catherine Gibney
 - Deborah Gonzalez
 - Sandra Hernandez
 - Kaitlin Lange
 - Kathy Lee
 - Alyssa Levy
 - Jamie Morgan
 - Lisa Pantaleo
 - Cassandra San-Emeterio
 - Lori Scalera
 - Margaret Tahtabrounian

H. **APPROVAL – Summer Custodial Assistants**

Motion to approve the employment of the following 2025 Summer Custodial Assistants on an as-needed basis and not to exceed 7.5 hrs/day, starting June 23, 2025, through August 29, 2025:

<u>Name</u>	<u>Hr/Rate</u>
Justin Comer	\$17.50
Mayuli Copeland	\$20.00
Vivian Vail De Rodriguez	\$20.00

Christopher Rota	\$24.00
Nicholas Rota	\$19.00
Joseph Suttora	\$16.00

I. **APPROVAL - Summer Technology Assistant**

Motion to approve Joseph Moskowitz's summer employment as a Technology Assistant at \$20 per hour, starting June 20, 2025, until August 29, 2025, for a maximum of 150 hours.

J. **APPROVAL – Appointment of Michael Donow, Treasurer of School Monies for SY 25-26**

Motion to approve the appointment of Michael Donow as Treasurer of School Monies for SY 2025-2026 at a rate of \$500 per month.

K. **APPROVAL - Resignation of Min Jeong Kim, Tenakill School Math Teacher**

Motion to accept the resignation of Min Jeong Kim, TMS Math Teacher, effective June 30, 2025.

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

Motion to approve the following Child Study Team staff for the summer assessment completion, June 20, 2025 - August 29, 2025, 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
- Cassandra Perez

M. **APPROVAL - Schedule F Changes**

Motion to approve the following changes to the Schedule F positions for the 2024-2025 school year:

- Boys Baseball: Kevin Hernandez
- Garden Club: Brianna Kehoe

N. **APPROVAL - Jose Raudales - Extension of Leave of Absence**

Motion to approve Jose Raudales for an extension to his paid leave of absence as follows:

- From May 12, 2025, through June 15, 2025, with an anticipated return-to-work date of June 16, 2025.

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**

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.