

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

May 26, 2022 - 7:30 PM

Call to order: _____ @ _____ P.M.

Roll Call:

Ms. Fanelli	_____
Ms. Kothari	_____
Ms. Kwon	_____
Ms. Micera	_____
Dr. Puttannah	_____
Ms. Wagner	_____
Ms. Yeoh	_____
Ms. 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, remote access information, 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

BOARD OF EDUCATION ETHICS TRAINING

Presented by Mr. Matthew Lee - NJ School Boards Association, Field Service Representative

SUPERINTENDENT'S REPORT

Presentation of the 2020-2021 HIB Grades Report

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 - C.

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

YEAS:

NAYS:

A. APPROVAL - Minutes

Motion to approve the May 12, 2022, meeting minutes.

B. APPROVAL – District School Physician

Motion to approve, upon the recommendation of the Superintendent, the appointment of Dr. Nancy Rothenberg as the District’s School Physician for SY 2022-2023, at an annual rate of \$4,000.

C. APPROVAL - Use of Facilities

Motion to approve Closter Recreation to use Tenakill Middle School for the Summer Recreation Program, June 27, 2022 through August 5, 2022, from 8:30 a.m. to 3:30 p.m.

CURRICULUM AND INSTRUCTION COMMITTEE

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

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 - Staff Coursework

Motion to approve the following courses for 2021-2022 as recommended to the Superintendent by the Principals:

Staff Member: Julia Leibowitz
Course No./Title: 1) ELRL 6050 Advanced Inquiry of Literature for Children & Youth
2) ELCL 6042: Writing Assessment in P-12
Institution: William Paterson University
Credits: 6 (3 credits each)

Staff Member: Andrea Watkins
Course No./Title: 1) EDUC 6925-81 Early Literacy Intervention (1 credit)
2) EDUC 6746-81 Learning Environment & Effective Management of Teaching and Learning (3 credits)
Institution: Fairleigh Dickinson University
Credits: 4 credits total

Staff Member: Noelle Caramanna
Course No./Title: 1) EDUC 6601 Multisensory Reading I
2) EDUC 6602 Multisensory Reading II
Institution: William Paterson University
Credits: 6 (3 credits each)

B. APPROVAL - NJ School Boards Conference

Motion to approve the attendance of the following trustees and district employees to the NJ School Boards Conference in Atlantic City on October 24 - 26, 2022:

Trustees: Melody Finkelstein, Magaly Cross, Lukshmi Puttannah, Chris Kwon, Ruchi Kothari, Liz Fanelli, Janice Yeoh
Staff: Vincent McHale, Floro Villanueva Jr.
Cost to Board: Group Registration of \$2,100
Individual Lodging, Mileage, and Meals & Incidentals - maximum of \$514.20/person per GSA approved travel regulations.

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 A attached:

- a. Board Secretary and School Treasurer Financial Reports for April 2022.
- b. Board of Education’s Monthly Certification of Budgetary Major Account /Fund status for April 2022.
- c. Transfer of funds for April 2022.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from May 13th, 2022 to May 24th, 2022, in the amount of:

General Fund (Fund 10)	\$885,658.55
Special Revenue (Fund 20)	\$ 33,655.93
Enterprise (Milk – Fund 60)	\$ 3,500.00
Total	\$922,814.48

C. APPROVAL - Disposal of Smartboards

Motion to approve the disposal of a three (3) obsolete Smartboards, tag # 10029, 10249 and 10268.

D. APPROVAL – Classroom Furniture and Instructional Supplies Purchase

Motion to approve the purchase of various classroom furniture and instructional supplies from the following vendors through the Ed-Data Services Bid:

School Specialty (Bid 9917)	\$135,316.15
Staples Advantage/Staples (Bid 11392)	\$ 11,866.70

E. APPROVAL - Refusal of ARP ESSER - Homeless Children and Youth Grant

RESOLVED, that the Closter Board of Education declines the allocation of \$1,876 from the American Rescue Plan Act Elementary and Secondary School Emergency Relief (ARP ESSER) Homeless Children and Youth (ARP-HCY) Grant. The district does not currently have homeless children.

F. APPROVAL - Removal and Replacement of Classroom Windows (TMS)

Motion to approve the contract with Architectural Window Manufacturing Corporation in the amount of \$43,000.00, for the removal and replacement of various classroom windows in Tenakill Middle School. The work is funded by the American Rescue Plan Grant.

G. APPROVAL - Main Lobby Ceiling Renovation (TMS)

Motion to approve the contract with Drill Construction, the lowest and the most responsive quote in the amount of \$30,500 for the main lobby ceiling renovation at Tenakill Middle School.

- H. **APPROVAL - Main Lobby Lighting Upgrade (TMS)**
 Motion to approve the contract with Pesh-E-Lectric Inc., the lowest and the most responsive quote in the amount of \$10,750.00, for the main lobby lighting upgrade at Tenakill Middle School.
- I. **APPROVAL - Gaga Pit Foundation and Sport Turf Installation (HES and TMS)**
 Motion to approve the contract with My Backyard Sports, the lowest and most responsive quote in the amount of \$15,965.08 for the gaga pit foundation and sport turf installation in Hillside Elementary School and Tenakill Middle School.
- J. **APPROVAL - Basketball Hoops and Installation (HES)**
 Motion to approve the contract with My Backyard Sports, the lowest and most responsive quote in the amount of \$8,386 for the basketball hoops installation in Hillside Elementary School playground.
- K. **APPROVAL - Purchase of LinkIt**
 Motion to approve the purchase of LinkIt - Assessment Management and Analytics Platform in the amount of \$15,950.00. \$7,300 of the cost is funded by the American Rescue Plan - Evidence Based Summer Learning and Enrichment Grant.
- L. **APPROVAL - Purchase of Impact Social Studies Program for 5th Grade**
 Motion to approve the purchase of Impact Social Studies Program for 5th Grade from McGraw Hill LLC in the amount of \$13,844.96.
- M. **APPROVAL - Purchase of Into Reading Program for Kindergarten**
 Motion to approve the purchase of Intrio Reading Program for Kindergarten from Houghton Mifflin Harcourt in the amount of \$47,350.63.
- N. **APPROVAL – Application & Acceptance of ESEA Grant**
 Motion to approve the application and acceptance of ESEA grant for School Year 2022-2023 in the following amounts:
- | | |
|-----------------------|------------------|
| <u>ESEA Total</u> | <u>\$103,320</u> |
| Title I A | \$ 46,784 |
| Title II A | \$ 19,433 |
| Title III | \$ 18,225 |
| Title III - Immigrant | \$ 8,878 |
| Title IV | \$ 10,000 |
- O. **APPROVAL - Concrete Courtyard Replacement (SY 22-23 Budget)**
 Motion to approve the contract with Cifelli & Son General Construction, Inc., the lowest and most responsive quote for the removal and replacement of the concrete courtyard in Tenakill Middle School. The contract amount is \$34,400 under the Ed-Data Services Bid #10981 Masonry, Concrete #24B. The project is funded using Capital Reserve as included in the SY 22-23 budget.

P. **APPROVAL - Removal and Installation of Vinyl Composite Tiles (SY 22-23 Budget)**
Motion to approve the contract with Flooring Concepts of NJ, LLC., the lowest and most responsive quote for the removal and installation of vinyl composite tiles in various classrooms/hallways in Hillside Elementary School and Tenakill Middle School. The contract amount is \$39,304.56 and is funded using Capital Reserve as included in the SY 22-23 budget.

Q. **APPROVAL - Demolition and Replacement of Fencing - TMS (SY 22-23 Budget)**
Motion to approve the contract with Bergen Fence, the lowest and most responsive quote for the demolition and replacement of the fencing at the Tenakill Middle School ballfield. The contract amount is \$19,998 and is funded using Capital Reserve as included in the SY 22-23 budget.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson: Ms. Cross; Members: Ms. Fanelli, Ms. Finkelstein

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

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

YEAS:

NAYS:

A. **APPROVAL - Job Description Revision**
Motion to approve the revision of job description for Assistant Principal - Hillside Elementary School and Tenakill Middle School - attached hereto as Appendix B.

B. **APPROVAL - FMLA / NJFLA - Meghan Pleus**
Motion to approve Meghan Pleus for a leave of absence from September 1, 2022, through February 26, 2023, (anticipated return date is February 27, 2023) as follows:

- Paid maternity leave from September 22, 2022, through October 21, 2022, using 20 sick days,
- Personal leave from October 24, 2022, through October 26, 2022,
- FMLA leave for child bonding leave from personal disability from October 27, 2022, through January 19, 2023, and
- Discretionary leave of absence from January 20, 2023, through February 26, 2023.

C. **APPROVAL - FMLA / NJFLA - Kerry Vogel**
Motion to approve Kerry Vogel for a leave of absence from October 27, 2022, through April 21, 2023, (anticipated return date is April 24, 2023) as follows:

- Paid maternity leave from October 27, 2022, through November 22, 2022, using 17 sick days,
- FMLA/NJFLA leave for child bonding from personal disability from November 23, 2022, through February 15, 2023, and
- Discretionary leave of absence from February 16, 2023, through, April 21, 2023.

- D. **APPROVAL - Suzanne Lang - School Counselor**
Motion to approve Suzanne Lang as tenure track School Counselor at Hillside Elementary School for the 2022-2023 school year at a salary of \$70,664, MA Step 5, starting September 1, 2022, pending a criminal history background check.
- E. **APPROVAL - Kayce Perkins as School Psychologist**
Motion to approve Kayce Perkins as tenure track School Psychologist for the 2022-2023 school year at a salary of \$71,356, MA +30, Step 3, starting September 1, 2022, pending criminal history background check.
- F. **APPROVAL - Angela L. Manrique, School Counselor Internship with Alexandra Earle**
Motion to approve Angela L. Manrique, Seton Hall University student, for a school counselor internship for the 2022-2023 school year with Ms. Earle. Internship is for a total of 600 hours (300 in fall semester and 300 in spring semester) three days per week.
- G. **APPROVAL - Additional Hours for Katherine Arena**
Motion to approve up to 40 hours of student services for Katherine Arena, School Psychologist, until June 20, 2022.
- H. **APPROVAL - Jennifer Levy - Principal Internship with Dianne Smith**
Motion to approve Jennifer Levy to do six (6) hours' principal internship with Dianne Smith at Hillside Elementary School between July 3 and December 2022.
- I. **APPROVAL - SY 2022- 2023 Personnel**
Motion to approve, upon recommendation of the Superintendent of Schools, the Tenured Teacher for SY 2022-2023, Attached hereto as Appendix C.
- J. **APPROVAL - Resignation of Staff Members**
Motion to approve, with regrets, the resignation of the following staff members as of June 30, 2022:
- Sarah Comstock as Middle School Language Arts Teacher
 - Nicole Alpern as Elementary School Teacher
- K. **APPROVAL - Kristen Doramajian as Assistant Principal for the 2022-2023 School Year**
Motion to approve Kristen Doramajian as tenure track Assistant Principal for Hillside Elementary School for the 2022-2023 school year at a salary of \$125,000, starting July 1, 2022, pending criminal history background check.

L. **APPROVAL - FMLA / NJFLA - Min Jeong Kim**

Motion to approve Min Jeong Kim for a leave of absence from October 18, 2022, through February 15, 2023, (anticipated return date is February 16, 2023) as follows:

- Paid maternity leave from October 18, 2022, through November 28, 2022, using 26 sick days, and
- FMLA/NJFLA leave for child bonding from personal disability from November 29, 2022, through February 15, 2023.

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
Personnel Matters
Legal 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.