

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

October 26, 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

NJSLA Results: Spring 2023 Administrations

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 - F.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve the October 11, 2023, meeting minutes.

B. **APPROVAL - Board and District Goals - 2023-2024 School Year**

Motion to approve the Board and District goals for 2023-2024 school year, as per Appendix A.

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

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation or Bullying (HIB) incidents numbers TMS-2324-02, TMS-2324-03 and TMS-2324-04 reported to the Board in Executive Session at the October 11, 2023, meeting.

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

The Board acknowledges that Tenakill Middle School successfully conducted an emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 7:50 a.m. at the location of Tenakill Middle School, 275 High Street, October 13, 2023; Andrew Enrique, Board Office Assistant, was the staff member in charge. Board of Education and subscription students participated in the drill.

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

The Board acknowledges that Hillside Elementary School successfully conducted an emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 8:15 a.m. at the location of Hillside Elementary School, 340 Homans Avenue, October 13, 2023; Andrew Enrique, Board Office Assistant, was the staff member in charge. Board of Education and subscription students participated in the drill.

F. **APPROVAL - QSAC DPR for the 2023-2024 School Year**

Motion to approve the submission of the New Jersey Quality Single Accountability Continuum (QSAC) District Performance Review (DPR) for the 2023-2024 school year, as per Appendix B.

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 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member: Amanda Cummings
Course No./Title: Teaching Meaning with Vocabulary Instruction
Institution: Fresno Pacific University
Credits: 3

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Margaret Churchill
Conference: Implementing the 2020 WIDA Standards Framework
Location: NVCC, Demarest, NJ
Date: 11/15/23
Cost to Board: \$0

Staff Member(s): Margaret Churchill
Conference: NVCC ELL Meeting
Location: NVCC, Demarest, NJ
Date: 12/7/23
Cost to Board: \$0

Staff Member(s): Jennifer Annese, Ashley Buckley, Alyssa Levy, Eileen Kennedy
Meghan Pleus, Lori Scalera and Andrea Watkins
Conference: NJIDA (NJ International Dyslexia Association) Fall Conference
Location: Somerset, NJ, and Virtual Webinar
Date: 12/1/23 (Somerset) and 12/2/23 (virtual)
Cost to Board: \$2,293.24 (includes registration and substitutes for 4 teachers)

C. **APPROVAL - Third Grade Use of Grammar Study Pilot Program**

Motion to approve the use of instructional materials from a grammar study pilot program created by Patty McGee and Tim Donohue in grade three for the 2023-2024 school year.

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 September 2023.
- b. Board of Education’s Monthly Certification of Budgetary Major Account /Fund status for September 2023.
- c. Transfer of funds for September 2023.

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from October 12, 2023, to October 24, 2023, in the amount of:

General Fund (Fund 10)	\$960,028.83
Special Revenue (Fund 20)	\$ 8,644.06
Total	\$968,672.89

C. **APPROVAL - Contract for Mental Health Assessments/School Clearances with Bergen County Region III Districts**

Motion to approve the contract for Mental Health Assessments/School Clearances with Bergen County Region III Districts at the following rates:

- \$179.00 for assessment completed by a LSW/LCSW or LAC/LPC or psychologist, and
- \$230 for an assessment completed by an Advance Practice Nurse, Board Certified in Behavioral Health.

D. **APPROVAL - Health and Safety Evaluation of School Buildings Checklist for the 2023-2024 School Year**

Motion to approve the submission of the Health and Safety Evaluation of School Buildings Checklist for the 2023-2024 school year to the NJDOE Bergen County Office, as required by the NJQSAC process, as per Appendix D attached.

- E. **APPROVAL - Repair of Handicapped Operator Door**
Motion to approve the repair of the handicapped operator door in Tenakill Middle School for \$7,310 from the Main Lock Shop.

- F. **APPROVAL – Professional Services, Peter Fallon, Esq.**
Motion to approve the additional hours, not to exceed twenty-five (25), for Peter Fallon, Esq. to provide professional services to the Board per the agreement on file in the Business Administrator’s Office regarding certain personnel issues requiring an independent investigation.

- G. **APPROVAL – Contract with DiCara Rubino, Architect of Record for Various Projects**
Motion to approve an agreement with DiCara Rubino Architects, the District’s Architect of Record, for the professional services in relation to the projects approved on the September 26, 2023 Bond Referendum. The fee is 8.5% of the total construction cost, as indicated in Form 130, plus the customary reimbursement of 1.15 times the expenses. The agreement covers schematic and design development, construction documents, bidding & award, and contract administration. Funding of all the projects is pending a successful sale of bonds on November 15, 2023.

- H. **APPROVAL - Snow Removal Bid Award**

WHEREAS, the Closter Board of Education (“Board”) advertised for bids for Snow Removal services for the 2023-2024 school year (hereinafter referred to as the “Snow Removal Services”); and

WHEREAS, on October 12, 2023, the Board received one bid in response to the advertisement; and

WHEREAS, Green Meadows Landscaping, Inc., submitted a bid that complies with the specifications in all material respects, making it the lowest responsible bidder, and the Board wishes to award the snow removal services to Green Meadows Landscaping, Inc.;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby accepts Green Meadow’s bid and awards the contract for snow removal services based on the rates below:

BID COST

November 1, 2023 - October 31, 2024

**HILLSIDE ELEMENTARY SCHOOL – 340 HOMANS AVENUE
TENAKILL MIDDLE SCHOOL – 275 HIGH STREET**

CATEGORIES	PER STORM RATE - HILLSIDE	PER STORM RATE - TENAKILL	
0 – 1.99 INCHES	\$1,000.00	\$675.00	Shoveling of Walkways Rate:
2 – 3.99 INCHES	\$1,200.00	\$850.00	
4 – 5.99 INCHES	\$1,500.00	\$1,075.00	<u>See Below</u>
6 – 7.99 INCHES	\$1,890.00	\$1,350.00	Application of Salt (on as needed)
8 – 9.99 INCHES	\$2,400.00	\$1,700.00	
10 – 11.99 INCHES	\$3,100.00	\$2,125.00	Hillside - \$600.00 Tenakill - \$400.00
ABOVE 12 INCHES	\$325.00	\$225.00	

Shoveling of Walkways - Hillside

- 0-1.99" - \$850.00
- 0-3.99" - \$1,075.00
- 4-5.99" - \$1,350.00
- 6-7.99" - \$1,700.00
- 8-9.99" - \$2,125.00
- 10-11.99" - \$2,650.00
- Per Inch over 12" - \$275.00

Shoveling of Walkways - Tenakill

- 0-1.99" - \$675.00
- 2-3.99" - \$850.00
- 4-5.99" - \$1,075.00
- 6-7.99" - \$1,350.00
- 8-9.99" - \$1,700.00
- 10-11.99" - \$2,125.00
- Per Inch over 12" - \$225.00

2. This award is conditional upon the contractor furnishing the requisite insurance certificate and possession of equipment as required in the specifications, together with an executed contract, within ten days of the date.

BE IT FURTHER RESOLVED that the School Business Administrator/Board Secretary is hereby authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution.

I. APPROVAL - Professional Development Provider

WHEREAS, there exists a need for a Professional Developer - Coaching Model for Hillside Elementary School, and

WHEREAS, The Closter Board of Education authorized and issued a request for proposal to engage a firm to act as a Professional Developer for the district, and

WHEREAS, The Closter Board of Education will be utilizing the American Rescue Plan federal grant money to pay for the services, and

NOW, THEREFORE, BE IT RESOLVED that after consideration of the proposal received, the Board approves Patty McGee as a professional development provider for twenty-two (22) days for SY 2023-2024 in the amount of \$44,000.

J. **APPROVAL - Engagement with Standard & Poor's for District Credit Rating**

Motion to approve engaging with Standard & Poor's to receive the Board of Education's credit rating concerning the upcoming November 15 bond sale. The terms of the engagement include a fee of \$18,000, plus any reimbursable.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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 - Resignation of Patricia Eichenlaub, Director of Special Services**

Motion to accept, with regrets, the resignation of Patricia Eichenlaub, Director of Special Services effective December 18, 2023.

B. **APPROVAL - Bhavna Patel as Hillside School Paraprofessional**

Motion to approve Bhavna Patel as HES Paraprofessional for the 2023-2024 school year at a salary of \$20.22 per hour, 5.75 hours per day, pending criminal history background check.

C. **APPROVAL - Substitute Teacher**

Motion to approve the following substitute teachers for the 2023-2024 School Year:

<u>Name</u>	<u>Certification</u>
Nicholas Shapiro	NJ Standard Teaching Certification
Kavita Mehta	NJ Substitute Certification

D. **APPROVAL - Additional Chaperones for Grade 5 Trip to Buehler Challenger Center**

Motion to approve the following staff members as chaperones on the Grade 5 trip to Buehler Challenger Center in November 2023:

- Mary Auriti
- Amy Kenny
- Sheriza Mohamed (clinical intern)

E. **APPROVAL - Paraprofessional to continue with Student ID #2948044104**

Motion to approve the continuation of a paraprofessional from October 1, 2023, through December 31, 2023, for Student #2948044104 in the amount of \$9,251.28, per the student's IEP.

POLICY COMMITTEE

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

Moved by _____ , seconded by _____ to approve Motions A and 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 E:

- Policy 2270 Religion in the Schools - Revised
- Policy and Regulation 2419 School Threat Assessment Teams - Revised
- Policies 3161 and 4161 Examination for Cause- Revised
- Policies and Regulations 3212 and 4212 Attendance - Revised/Mandated
- Policies 3324 and 4324 Right of Privacy - Revised
- Policy and Regulation 5111 Eligibility of Resident/NonResident Students - Mandated
- Policy and Regulation 5116 Education of Homeless Children and Youths - Revised
- Policy 8500 - Food Services - Revised/Mandated

B. **APPROVAL - Abolishment of Policies and Regulations**

Motion to approve the abolishment of the following Policies and Regulations:

- Policy & Regulation 3432 and 4432 Sick Leave
- Policy 8450 School Nutrition Programs
- Policy 8550 Meal Charges/Outstanding Food Service Bill

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
Legal Matter**

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.