

10/04/2018

**CLOSTER BOARD OF EDUCATION**  
***Closter, New Jersey***

**MINUTES**  
**WORK SESSION**  
*Tenakill Middle School*  
*October 4, 2018*  
*7:30 PM*

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The Work Session was called to order by Vice President Stephanie Lee at 7:31 PM.

The following Board members were present: Ms. Lee (Stephanie), Mr. Linn, Ms. Finkelstein, Ms. Lee (Sung Min), Ms. Micera, Ms. Kothari, Ms. Kwon

The following Board members were absent: Mr. Kleinman, Mr. Lambert

Also present: Ms. Newberry, Mr. Donow

**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, the Board of Education office, the Office of the Borough Clerk, and transmitted to *The Record* and *Northern Valley Suburbanite* newspapers.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Ms. Stephanie Lee.

**SUPERINTENDENT'S REPORT**

- New location for evacuation drill at Hillside
- Meeting with two BOE Committees: Curriculum & Instruction, and Personnel & Management
- Training on new LENS program – October 4
- Meeting on planning for transgender students
- Resumes for Business Administrator

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MINUTES

Moved by Ms. Micera, seconded by Ms. Kwon to approve the following minutes. Motion was unanimously approved by voice vote of the Board:

September 6, 2018 Work Session; September 6, 2018 Executive Session;  
September 20, 2018 Regular Meeting; September 20, 2018 Executive Session

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Finkelstein to open the meeting to the public discussion at 7:48 PM.

Ms. Dolores Witko, Closter Borough Councilwoman, said that the Borough has formed a Stigma Free Committee which will be meeting Tuesday, October 9th in the Closter Library at 7:30 pm.

Mr. Tantum, Tenakill Middle School Principal, introduced Alexandra Earle, the new Tenakill Guidance Counselor. He also spoke about the student assembly at Tenakill as part of the Week of Respect.

Moved by Ms. Kwon, seconded by Ms. Micera to resume the regular order of business at 7:52 PM.

CURRICULUM AND INSTRUCTION COMMITTEE

**Chairperson Ms. Micera, Ms. Stephanie Lee, Mr. Kleinman**

Moved by Ms. Micera, seconded by Mr. Linn to approve Motions A, B and C. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Mr. Linn, Ms. Finkelstein, Ms Lee (Sung Min),  
Ms. Micera, Ms. Kothari, Ms. Kwon

NAYS: none

A. Motion to approve the following field trips:

School: Tenakill MS  
Group: Tenakill Debate Team  
Dates: October, November, December 2018;  
January, February, March 2019  
Destination: Tenafly, Carlstadt, Hackensack, Demarest, Old Tappan

School: Tenakill MS  
Group: Tenakill Singers

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Date: November 2018  
Destination: NVRHS-Demarest  
Location: Demarest, NJ

School: Tenakill MS  
Group: Gr. 8  
Date: November 2018  
Destination: Ellis Island/Statue of Liberty  
Location: Jersey City, NJ

School: Tenakill MS  
Group: Ms. Hedenberg's and Ms. Saccoccio's classes  
Date: October 2018  
Destination: Walking trip to Whole Foods  
Location: Closter, NJ

B. Motion to approve the following staff conferences:

Staff Member/s: Laurie Rochlin  
Conference: NJALC Fall Symposium 2018  
Location: Somerset, New Jersey  
Date: October 18 and 19, 2018  
Cost to Board: Registration fees \$205.00

Staff Member/s: Margaret Churchill  
Conference: WIDA 2018 Annual National Conference - Presenter  
Location: Detroit, Michigan  
Date: October 24, 25, 26 2018  
Cost to Board: Substitute (3) @\$90 = \$270

Staff Member/s: Keith McElroy  
Conference: SNAP Conference - Safe Schools Task Force  
Location: Garfield, New Jersey  
Date: October 26, 2018  
Cost to Board: -0-

C. Motion to approve the Superintendent's and Administrative Team's Goals for school year 2018-2019.

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FINANCE AND PHYSICAL PLANT COMMITTEE

**Chairperson Ms. Kwon, Mr. Linn, Ms. Kothari**

Moved by Ms. Kwon, seconded by Ms. Micera to approve Motions A-K.

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

YEAS: Ms. Lee (Stephanie), Mr. Linn, Ms. Finkelstein, Ms Lee (Sung Min),  
Ms. Micera, Ms. Kothari, Ms. Kwon

NAYS: none

- A. Motion to approve the following items as required, pursuant to NJSA 18A:17-9 and NJAC 6:20-2.13:
- a. REVISED Board Secretary and School Treasurer Financial Reports for July 2018.
  - b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for July 2018 (REVISED).
- B. Motion to approve the following items as required, pursuant to NJSA 18A:17-9 and NJAC 6:20-2.13:
- a. Board Secretary and School Treasurer Financial Reports for August 2018.
  - b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for August 2018.
  - c. Transfer of funds for August 2018 as per Appendix A attached.
- C. Motion to approve payment of bills from September 21, 2018 to October 4, 2018 in the amount of:

General Fund (Fund 10)	\$937,285.56
Special Revenue (Fund 20)	<u>\$ 6,002.50</u>
TOTAL	\$943,288.06

**D. Approve Closter's Portion of Region III Consortium**

BE IT RESOLVED that the Closter Board of Education hereby approves the 2018-2019 Portion of the Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for Region III as follows:

<u>Program/Service</u>	<u>18-19 Contribution</u>
Special Education	\$108,286.00
Physical Therapy	\$ 34,080.00 (including 2018 ESY)
Occupational Therapy	\$ 26,660.00 (including 2018 ESY)

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**E. Approve Closter's Portion of the Northern Valley Curriculum Center**

BE IT RESOLVED that the Closter Board of Education hereby approves the 2018-2019 Portion of the Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for the Northern Valley Curriculum Center as follows:

<u>Program</u>	<u>18-19 Contribution</u>
Staff Development	\$ 14,299.23
Curriculum and Instruction	\$ 51,071.73
Internet & AntiVirus	\$ 40,763.50

**F. Approve Closter's Participation in Region III Transportation Consortium**

BE IT RESOLVED that the Closter Board of Education hereby approves participation in the 2018-2019 Transportation Consortium with Northern Valley Regional High School acting as the LEA (Local Education Agency) for the district's special education transportation.

G. Motion to approve the purchase of a Snowplow (Western Pro Plus) in accordance with the award of bid through State Contract #A88270, from Van Dine Motors, Inc., in the amount of 4,959.40, including installation and removal of the existing plow.

H. Motion to affirm the decision of the Superintendent to allow facilities use of Tenakill MS parking lot for overflow parking from St. Mary's Church and Closter Library for "Joey's Fund" Charity Car Show event held at St. Mary's on Saturday, September 29, 2018.

I. Motion to approve facilities use of Tenakill MS for annual PTO Halloween Fair on Saturday, October 27, 2018 (set-up) and Sunday, October 28, 2018, 9 am - 5:30 pm.

J. Motion to approve facilities use of Hillside ES Gym for PTO Family Portrait Night on Friday, October 26, 2018, 4:00 - 9:00 PM.

K. Motion to approve facilities use of Hillside ES Gym for PTO Movie Night on Friday, November 30, 2018, 4:00 - 9:00 PM.

**PERSONNEL AND MANAGEMENT COMMITTEE**

**Chairperson Ms. Sung Min Lee, Ms. Finkelstein, Mr. Lambert**

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Moved by Ms. Lee (Sung Min), seconded by Ms. Micera to approve Motions A-G. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Mr. Linn, Ms. Finkelstein, Ms Lee (Sung Min), Ms. Micera, Ms. Kothari, Ms. Kwon

NAYS: none

- A. Motion to approve, upon the recommendation of the Superintendent, an amendment to Personnel and Management resolution "D" on 4/5/2018, to include remuneration for the rate for overnight field trips for chaperones and nurse for trips during the 2017-18 school year prior to approved effective date, to the following employee chaperones for 2017 Gr. 6- Camp Greenkill extended trip on November 1, 2 & 3, 2017 (2 overnights).

Teachers (\$100 each): Mary Auriti, Angela Banta, Margaret Churchill, Ashley deGraaf, Kevin Hernandez, Catherine Ianni, Keith McElroy, Rob Neblung, Difei Shi, Adam Sidrow, Brittany Steele  
School Nurse (\$300): Kathy Scala

- B. BE IT RESOLVED, that upon the recommendation of the Superintendent, an amendment to Personnel and Management resolution "B" on 9/20/2018, to show an increase in hours for Maria Pavlou, Hillside ES special education paraprofessional, from 5.67 hrs/day to 5.75 hours/day for school year 2018-2019, effective September 11, 2018.
- C. BE IT RESOLVED, that upon recommendation of the Superintendent, the Closter Board of Education approves a decrease in hours for Ms. Barbara Ferguson, Hillside ES special education paraprofessional, from 4.0 hrs/day to 3.5 hrs/day for school year 2018-2019, effective October 1, 2018.
- D. BE IT RESOLVED, that upon recommendation of the Superintendent, the Closter Board of Education approves an increase in hours for Ms. Eileen Owens, Hillside ES special education paraprofessional, from 3.5 hrs/day to 4.0 hrs/day for school year 2018-2019, effective October 1, 2018.
- E. Motion to approve, upon the recommendation of the Superintendent, pro-rated longevity for Alyssa Levy of \$900 effective October 2018-June 2019.
- F. Motion to approve the Closter Public School District's Nursing Services Plan for 2018-2019 School Year.

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- G. Motion to approve, upon the recommendation of the Superintendent, additional summer hours for the following Paraprofessionals:

Margaret Markgraf	additional 3.75 hrs	\$20.21/hr	\$75.79
Mary Oakes	additional 4.75/hrs	\$19.58/hr	\$93.01

BOARD COMMITTEES

The Curriculum and Instruction Committee prior to this meeting.

The Personnel and Management Committee will meet October 5, 2018.

OLD/NEW BUSINESS

Moved by Mr. Linn, seconded by Ms. Micera to approve Motion A. Motion was approved by a roll call vote of the Board as follows:

YEAS: Ms. Lee (Stephanie), Mr. Linn, Ms. Finkelstein, Ms Lee (Sung Min),  
Ms. Micera, Ms. Kothari, Ms. Kwon

NAYS: none

- A. Motion to approve a Special Workshop Meeting on Wednesday, October 10, 2018 at 7:30 PM to be held in the Conference Room at Tenakill Middle School. The purpose of this Workshop is to meet with a representative of the N.J. School Boards Association. No formal action will be taken.

PUBLIC DISCUSSION

Moved by Ms. Kwon, seconded by Ms. Micera to open the meeting to public discussion at 8:00 PM.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Lee (Sung Min) to close the meeting to public discussion at 8:00 PM.

CLOSED SESSION MOTION and ADJOURNMENT

Moved by Mr. Linn, seconded by Ms. Micera to approve the following Closed Session Motion and Adjournment. Motion was unanimously carried by a voice vote of the Board:

BE IT RESOLVED that the Closter Board of Education will adjourn to a Closed Session to discuss the following:

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HIB 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 adjourned the public meeting and went into Closed Session at 8:01 PM.

Respectfully submitted,

Michael J. Donow, Interim Business Administrator/Board Secretary