

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

September 13, 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

SSDS (Student Safety Data System) Reporting Period 2 for SY 2022-2023

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 Motion A and B.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve the August 23, 2023, meeting minutes.

B. **APPROVAL - Use of Facilities for PTO - After School Enrichment Program**

Motion to approve facilities use for the After School Enrichment Program (ASEP) from September 26, 2023, through April 5, 2024.

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:	Leigh Bomzer
Course No./Title:	MAT 935 Art-Enhanced Mathematics
Institution:	Fresno Pacific University
Credits:	3

Staff Member: Rachel Fineman
Course No./Title: ELAD 622 School Finance
Institution: Montclair State University
Credits: 3

Staff Member: Grace Park
Course No./Title: Multisensory Reading I
(not eligible for reimbursement as it is funded by a scholarship, but is needed toward her Orton-Gillingham certification)
Institution: Fairleigh Dickinson University
Credits: 3

Staff Member: Katharine Meyers
Course No./Title: Multisensory Reading I
(not eligible for reimbursement as it is funded by a scholarship, but is needed toward her Orton-Gillingham certification)
Institution: Fairleigh Dickinson University
Credits: 3

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences:

Staff Member(s): Eileen Kennedy
Conference: NJALC - Fall Symposium - Who's In? Determining Eligibility
Location: Bridgewater, NJ
Date: 10/20/23
Cost to Board: \$165.00

Staff Member(s): Alexandra Earle
Conference: BCTS Schools Counselor Information Session
Location: Bergen Academies, Hackensack, NJ
Date: 9/27/23
Cost to Board: \$0

Staff Member(s): Laurie Rochlin
Conference: NJALC Fall Symposium
Location: Somerville Elks, Bridgewater, NJ
Date: 10/20/23
Cost to Board: \$214.82

Staff Member(s): Shannon SanGeorge and Ellen Norton
Conference: Buehler Challenger Center Workshop
Location: Bergen Community College
Date: 9/20/23
Cost to Board: \$250.00 (Sub coverage for 2 teachers)

Staff Member(s): Margaret Churchill
Conference: WIDA Annual Conference
Location: Milwaukee, WI
Date: 10/17 - 10/20/23
Cost to Board: \$500.00 (4 days' sub coverage)

Staff Member(s): Callie Stabile
Conference: Legal One Anti-Bullying Specialist Online Certification Program
Location: Online
Date: 3 Days TBD by Principal
Cost to Board: \$500.00

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School
Group: Grade 6
Month: November 2023
Destination: Camp Reimagined (Formerly Greenkill)
Location: Huguenot, NY

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from August 24 to August 31, 2023, in the amount of:

General Fund (Fund 10)	\$122,351.42
Total	\$122,351.42

C. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from September 1, 2023, to September 11, 2023, in the amount of:

General Fund (Fund 10)	\$
Special Revenue (Fund 20)	\$
Enterprise (Milk – Fund 60)	\$
Total	\$

D. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Laura Abbey
Course: 1) MUS 903 Movement and Music
2) PED 922 Social Emotional Learning Through Sports and Phys. Ed.
College/University: Fresno Pacific University
Remuneration: \$890.00

Staff Member: Meghan Pleus
Course: 1) EDUC 717M Understanding Dyslexia
2) EDUC 718W Implementing Social Emotional Learning in the Classroom
3) EDUC 713T Achieving Success for ELLs
College/University: LaVerne University
Remuneration: \$1,000.00

E. **APPROVAL - Amendment to the 2023-2024 Budget**

Motion to approve an amendment to the 2023-24 Budget, appropriating Fiscal Year 2023 Extraordinary Aid and Non-Public Transportation Aid as follows:

Revenue

10-3131-000	Extraordinary Aid	\$662,347
10-3121-001	Non-Public Transportation Aid	\$ 12,773
Total Increase in State Aid		\$675,120

Appropriation

11-000-100-566	Other LEAs (Spec. Ed Tuition)	\$100,000
11-000-230-331	Legal Services	\$ 20,000
11-000-230-332	Audit Fees	\$ 25,000
11-000-230-339	Other Purch Prof Svcs	\$ 25,000
11-000-230-340	Technical Services	\$ 25,000
11-000-240-340	School Technical Services	\$ 10,000
11-000-261-420	Maintenance Services	\$ 80,000
11-000-261-610	Maintenance Supplies	\$ 20,000
11-000-262-610	Custodial Supplies	\$ 15,000
11-190-100-600	Tech Hardware	\$100,120
11-190-100-600	Classroom Furniture	\$ 30,000
Total Increase in Appropriations		\$675,120

F. **APPROVAL - Purchase of JAMF Pro Licenses**

Motion to approve the purchase of JAMF Pro Licenses - device management platform for Apple devices in the district (sole source) in the amount of \$8,928.00, from JAMF Software LLC.

G. **APPROVAL - Investment to a Certificate of Deposit Account**

Motion to approve the investment of \$5,000,000 of the Board of Education's General Fund into a three month certificate of deposit (CD) with Capital One Bank at a guaranteed interest rate of 4.40%.

H. **APPROVAL - District Optional Disability Insurance Salary Reduction Plan**

Motion to approve the addition of AFLAC to participate in Closter Board of Education's optional disability insurance salary reduction plan offered to employees, at no cost to the district.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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 - Movement on the Salary Guide for the 2023-2024 School Year**

Motion to approve movement on the salary guide for the following employees for the 2023-2024 school year, retroactive to September 1, 2023:

Name	Current Placement	New Placement	Step	Base Salary
Laura Abbey	MA	MA +15	13	\$94,474
Erika Dunn	MA	MA +15	10	\$89,054
Sandra Hernandez	MA +15	MA +30	15	\$103,013
Sarah Menchise	BA +15	MA +15	8	\$83,714
Meghan Pleus	MA +15	MA +30	11	\$91,913
Brittany Steele	BA +15	BA +30	8	\$76,568
Andrea Watkins	MA +30	MA +60	17	\$113,725

B. **APPROVAL - Resignation of Ralph Chappell as Supervisor of Buildings and Grounds**

Motion to accept, with regrets, the resignation of Ralph Chappell as Supervisor of Buildings and Grounds, effective October 15, 2023.

C. **APPROVAL - Resignation of Lena Kim as Hillside School Paraprofessional**

Motion to accept, with regrets, the resignation of Lena Kim as HES Paraprofessional, effective September 1, 2023.

D. **APPROVAL - Rescindment of Appointment of Paraprofessional Devin Rallo**

Motion to rescind the appointment of Paraprofessional position to Devin Rallo for the 2023-2024 school year.

E. **APPROVAL - Laura O’Gorman as Hillside School Paraprofessional**

Motion to approve Laura O’Gorman 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.

F. **APPROVAL - ESL Department Chair Job Description**

Motion to approve the job description for the position of ESL Department Chair.

G. **APPROVAL - Catherine Gordon as Clinical Intern from Ramapo College for the 2023-2024 School Year**

Motion to approve Catherine Gordon as a clinical intern from Ramapo College for the 2023-2024 school year, working with Charlene Gerbig in Grade 3 (HES).

- H. **APPROVAL - Appointment of Joseph Scaglione as Supervisor of Buildings & Grounds**
 Motion to approve the appointment of Joseph Scaglione as Supervisor of Buildings and Grounds at a salary of \$95,000, starting October 11, 2023, pending a criminal history background check.
- I. **APPROVAL - Schedule F Stipends for HES and TMS**
 Motion to approve the School Year 2023-2024 Schedule F: Extracurricular Activity Positions and Stipends for Hillside Elementary School and Tenakill Middle School as per Appendix B attached.
- J. **APPROVAL - Yaneth Carbajal for Black Seal Fireman's License**
 Motion to approve the \$100 differential (prorated) for Yaneth Carbajal for obtaining Black Seal Fireman's License for the 2023-2024 school year.
- K. **APPROVAL - Substitute Teacher**
 Motion to approve the following substitute teachers for the 2023-2024 School Year:
- | <u>Name</u> | <u>Certification</u> |
|--------------------|-----------------------------|
| Sonali Shah | NJ Substitute Certification |
| Inci Oluc | NJ Substitute Certification |
- L. **APPROVAL - Phyllis Viole as Long-Term Leave Replacement - Grade 5**
 Motion to approve Phyllis Viole as Long-Term Leave Replacement - Grade 5 Teacher (A.K.) - from September 21, 2023 - October 26, 2023. Salary will be \$200 per day on days 1 through 10; the beginning of day 11, \$62,000, MA Step 0, prorated. Background check on file in Board Office.
- M. **APPROVAL - Eliana Moreano as Hillside School Paraprofessional**
 Motion to approve Eliana Moreano as HES Paraprofessional for the 2023-2024 school year, 5.75 hours per day, at a salary of \$20.22 per hour, pending criminal history background check.

POLICY COMMITTEE

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

Moved by _____, seconded by _____ to approve Motion A.

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

YEAS:

NAYS:

A. **APPROVAL - Second Reading of Policies and Regulations (One New & One Updated)**

Motion to approve the second reading of the following Policies and Regulations, as per Appendix C:

- New - Policy and Regulation #1642.01 - Sick Leave
- Update - Policy and Regulation #2419 - School Threat Assessment Teams

OLD/NEW BUSINESS

- *Board Discussion on Board and District Goals for the 2023-2024 School Year*

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:

(If required)

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.