

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

September 17, 2025 - 7:30 PM

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

Roll Call:

Ms. Argenziano	_____
Mr. Choi	_____
Ms. Estrems	_____
Ms. Lee	_____
Ms. Li	_____
Ms. Micera	_____
Mr. Shih	_____
Mr. Paldi	_____
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

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

SSDS (Student Safety Data System) Reporting Period 2 for SY 2024-2025

BOARD COMMITTEES

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 August 20, 2025, and September 3, 2025, Board of Education meeting minutes.

B. APPROVAL - Paraprofessional Staff Statement of Assurance - Part 1 of SY 2025-2026

Motion to approve the Statement of Assurance regarding the use of paraprofessional staff for the first half of the 2025-2026 school year.

C. APPROVAL - Use of Facilities for Closter Police

Motion to approve the Closter Police to use the Hillside Elementary School gym in October 2025.

D. APPROVAL - Use of Facilities for Closter Junior Girl Scout Troop 97788

Motion to approve the use of a classroom at Tenakill Middle School for the Closter Junior Girl Scout Troop 97788 for meetings during the 2025-2026 school year.

E. APPROVAL - Nursing Services Plan for the 2025-2026 School Year

Motion to approve the Nursing Services Plan for the 2025-2026 school year, as per Appendix A.

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 2025-2026 school year as recommended to the Superintendent by the Principals:

Staff Member: Francesca Rivellini
Course No./Title: 1) Short Stories from American Literature
2) The American Novel
3) The Young Adult Novel
Institution: Fresno Pacific University
Credits: 9 (3 credits each)

Staff Member: Laura Abbey
Course No./Title: 1) Cultural Intelligence in Education
2) The Happy Classroom - Practicing and Teaching Well-Being
Institution: Fresno Pacific University
Credits: 6 (3 credits each)

B. APPROVAL - Staff Conferences

Motion to approve the following staff conferences for the 2025-2026 school year:

Staff Member(s): Vincent McHale
Conference: NJ Curriculum Leadership Summit
Location: Livingston, NJ
Date: 10/3/25
Cost to Board: \$36.28 (Transportation)

Staff Member(s): Lori Cohen
Conference: Region 3 Director of Special Services Meetings
Location: Demarest, NJ
Date: 9/30/25; 10/28/25; 12/16/25; 1/27/26; 2/24/26; 3/24/26; 4/28/26;
5/18/26 and 6/16/26
Cost to Board: \$19.96 (Transportation)

Staff Member(s):	Vincenzo Salvati and Kristen Zanin
Conference:	NJ Student Learning Assessments Adaptive Field Test Training
Location:	Park Ridge, NJ
Date:	9/22/25
Cost to Board:	\$20.50 (Transportation, \$10.25 per person)
Staff Member(s):	Floro Villanueva Jr.
Conference:	NJ Association of School Business Officials Workshops:
	1) Department of Education Updates
	2) Purchasing Review/Update, and
	3) Audit Review/Update
Location:	Whippany, NJ
Date:	10/14/25, 3/24/26, 5/12/26
Cost to Board:	\$534.72 (Registration and transportation)
Staff Member(s):	Margaret Churchill
Conference:	World Class Instructional Design & Assessment (WIDA) Annual Conference
Location:	Seattle, WA
Date:	10/27/25 - 10/30/25
Cost to Board:	\$0 (Cost covered for Executive Board members by NJTESOL / NJBE)
Staff Member(s):	Jennifer Annese, Ashley Buckley, Alyssa Levy, Lori Scalera and Andrea Watkins
Conference:	NJ International Dyslexia Association Conference
Location:	Somerset, NJ
Date:	10/17/25 and 10/18/25
Cost to Board:	\$2,165.83 (Registration and transportation)
Staff Member(s):	Katharine Meyers and Meghan Pleus
Conference:	NJ International Dyslexia Association Conference
Location:	Virtual
Date:	10/18/25
Cost to Board:	\$570.00 (Registration)
Staff Member(s):	Claire Pidi
Conference:	Strengthening Community Connections Through Music Education (PK-12)
Location:	Demarest, NJ
Date:	10/15/25
Cost to Board:	\$125.00 (Substitute)

Staff Member(s):	Alexandra Earle
Conference:	Bergen County School Counselors Association K-8 Group Meeting
Location:	Paramus, NJ
Date:	10/24/25
Cost to Board:	\$6.66 (Transportation)
Staff Member(s):	Christine Cipollini, Vincent McHale, and Dianne Smith
Conference:	Bergen County Prosecutor's SNAP Conference for Educators
Location:	Garfield, NJ
Date:	10/7/25
Cost to Board:	\$54.61 (Transportation)
Staff Member(s):	Vincent McHale
Conference:	Bergen County Association of School Administrators (BCASA)
Location:	Paramus, NJ
Date:	9/12/25, 10/9/25, 11/20/25, 12/19/25, 2/10/26, 3/19/26, 4/23/26, 5/29/26
Cost to Board:	\$82.72 (Transportation)
Staff Member(s):	Kira Cohen, Cara Kupersmith, and Cassandra Perez
Conference:	Realtime Training
Location:	On-Site at Closter Public Schools
Date:	TBD
Cost to Board:	\$800.00
Staff Member(s):	Kira Cohen, Victoria Foley, Dianna Juechter, Emma Kajayan, Lisa Pantaleo and Jennifer Varon
Conference:	CPI Training
Location:	Northvale Public Schools
Date:	10/15/25
Cost to Board:	\$589.09

C. **APPROVAL - Field Trips**

Motion to approve the following field trips for the 2025-2026 school year:

School:	Tenakill Middle School
Group:	Debate Club 2025-2026
Month:	October and November 2025, January and February 2026
Destination:	Tenaflly School, Cresskill School, Academy School
Location:	Tenaflly, NJ; Cresskill, NJ; and Hackensack, NJ

School: Tenakill Middle School
Group: Science Olympiad
Month: January 2026
Destination: NJ Institute of Technology
Location: Newark, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 B attached:

- a. Board Secretary and School Treasurer Financial Reports for July 2025.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for July 2025.
- c. Transfer of funds for July 2025.

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

C. **APPROVAL - Payment of Bills**

Motion to approve the payment of bills from August 21, 2025, to August 31, 2025, in the amount of:

General Fund (Fund 10)	\$248,750.23
Total	\$248,750.23

D. **APPROVAL - Payment of Bills**

Motion to approve the payment of bills from September 1, 2025, to September 16, 2025, in the amount of:

General Fund (Fund 10)	\$1,420,657.69
Special Revenue (Fund 20)	\$ 108,870.00
NJ Dept of Labor & Workforce Development	\$ 2,364.23
Total	\$1,490,226.85

E. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Allison Bachmann
Course: Student Learning and the Brain
College/University: University of LaVerne
Remuneration: \$160.00

Staff Member: Joseph Calabria
Course: AI: Transforming the K-12 Classroom
College/University: University of LaVerne
Remuneration: \$420.00

Staff Member: Meghan Pleus
Course: 1) Implementing Playful Learning PreK-2 Class
2) Social & Emotional Learning Character Development
College/University: University of LaVerne
Remuneration: \$840.00

Staff Member: Sarah Hodulik
Course: 1) Frida Kahlo: Pain and Passion
2) A Practical Introduction to Adobe Photoshop
College/University: University of LaVerne
Remuneration: \$840.00

Staff Member: Michelle Pletsch
Course: 1) Video Editing for all Teachers
2) PowerPoint: Powerful Presentations
College/University: Fresno Pacific University
Remuneration: \$890.00

F. **APPROVAL – Special Education Placements**

Motion to approve the following 2025-2026 Special Education placements for Closter Students:

<u>NJSLEDS#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
3310955231	\$58,725.94	Pre-K	PIE 2.0 Preschool Instruction
3310955231	\$54,783.82 (1:1 Aide)	Pre-K	
8917498202	\$81,564.00	4th	Valley Program
5220678010	\$54,783.82 (1:1 Aide)	1st	Valley Program

G. **APPROVAL – Go Guardian Subscription Renewal**

Motion to approve the subscription renewal of Go Guardian in the amount of \$9,945.00 through CDWG using the Ed Services Commission of NJ Contract (ESCNJ/AEPA-22G).

H. **APPROVAL - Auditor Engagement for FY 2025**

Resolved that the Closter Board of Education acknowledges the most recent peer review report for the accounting firm Lerch, Vinci & Bliss LLP, which resulted in a rating of "Pass."

Be it Further Resolved that the Closter Board of Education, in accordance with N.J.A.C. 6A:23A-16.2(i)2 authorizes the engagement of Lerch, Vinci & Bliss LLP to perform the annual audit of the financial records of the Closter Public Schools for the fiscal year ending June 30, 2025, at a fee not to exceed \$34,000, inclusive of all administration and related costs.

Be it Further Resolved that the School Business Administrator/Board Secretary is hereby authorized to execute the engagement letter with Lerch, Vinci & Bliss LLP on behalf of the Board.

I. **APPROVAL – Disposal of Textbooks and Workbooks**

Motion to approve the disposal of the following items no longer deemed necessary for school purposes and/or beyond useful life, in accordance with N.J.S.A. 18A:18A-45 of the Public School Contracts Law, through sale, donation, or discard as appropriate:

- Hillside Elementary School - Go Math Student Workbooks
- Hillside Elementary School - Grade 2 Units of Study
- Tenakill Middle School - ¡Así se dice!
- Tenakill Middle School - Various children's literature

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson: Mr. Paldi; Member: Mr. Shih

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

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

YEAS:

NAYS:

A. **APPROVAL - Movement on the Salary Guide for the 2025-2026 School Year**

Motion to approve movement on the salary guide for the following employees for the 2025-2026 school year, retroactive to September 1, 2025:

NAME	CURRENT PLACEMENT	NEW PLACEMENT	STEP	BASE SALARY
Allison Bachmann	MA +15	MA +30	16	\$108,810
Joseph Calabria	MA	MA +15	9	\$89,591
Sofia Capparelli	BA +15	MA	15	\$100,503
Amanda Cummings	MA +15	MA +30	15	\$106,220
Maci DeCarlo	MA	MA +15	6	\$81,841
Sarah Hodulik	MA +15	MA +30	10	\$95,120
Katharine Meyers	MA	MA +15	7	\$84,351
Julia Palmeri	BA +15	MA	7	\$81,493
Grace Park	MA	MA +15	5	\$79,481
Michelle Pletsch	MA	MA +15	5	\$79,481
Francesca Rivellini	MA	MA +15	14	\$100,501
Margaret Tahtabrounian	MA +15	MA +30	8	\$89,780
Brittany Travisano	MA	MA +15	10	\$92,261

B. **APPROVAL - Appointment of Schedule F Staff Positions**

Motion to approve the School Year 2025-2026 Schedule F: Extracurricular Activity Positions and Stipends for Hillside Elementary School and Tenakill Middle School as per Appendix D.

C. **APPROVAL - Resignation of Paraprofessional Ankita Patel**

Motion to accept the resignation of Ankita Patel as paraprofessional, effective August 20, 2025.

D. **APPROVAL - Resignation of Paraprofessional Edlira Gjata**

Motion to accept the resignation of Edlira Gjata as paraprofessional, effective August 26, 2025.

- E. **APPROVAL - Resignation of Cristiam Orellana**
Motion to accept the resignation of Cristiam Orellana, Hillside Elementary School custodian, effective October 15, 2025.
- F. **APPROVAL - Appointment of Kathleen Hutchings as Paraprofessional for the 2025-2026 School Year**
Motion to approve the appointment of Kathleen Hutchings as a paraprofessional for the 2025-2026 school year, 5.75 hours per day, at a salary of \$21.59 per hour, with a start date pending a criminal history background check.
- G. **APPROVAL - Student Teacher Placement**
Motion to approve Yaxuan Zhang, Teachers College/Columbia University clinical intern, to conduct required fieldwork and classroom observation in Ms. Difei Shi's classroom at Tenakill Middle School from September through December 5, 2025. A criminal history background check is on file.
- H. **APPROVAL - Girls' Volleyball Volunteers**
Motion to approve the following NVRHS-D students to assist Mr. Vassallo for the 2025-2026 school year, pending a criminal history background check, if legally required:
- Sarah Forehand
 - Morrey Livne
- I. **APPROVAL - Science Olympiad Team Volunteers**
Motion to approve the following NVRHS-D students to assist Mr. Hernandez and Ms. Moidu for the 2025-2026 school year, pending a criminal history background check, if legally required:
- Yuna Akiyama
 - Colin Ding
 - Oren Feibish
 - Gilad Harlev
 - Sharro Jin
 - Sulayman Khalique
 - Hannah Kim
 - Jisoo Kim
 - Sarang Kim
 - Julia Lee
 - Sophia Lee
 - Ni Li
 - Morrey Livne
 - Marya Lohana
 - Maryam Lohana
 - Gabe Santana
 - Jiya Shah
 - Caitlyn Yeoh
 - Tea Yiu
 - Abigail Yun

J. **APPROVAL - ABA Bass Parent-Paid Therapists for Student ID #361001**

Motion to approve Dayshona Milo and Sam Duncan as ABA Bass parent-paid therapists for Student ID #361001.

K. **APPROVAL - Substitute Teachers/Paraprofessionals/Custodians**

Motion to approve the following substitute teachers/paraprofessionals/custodians for the 2025-2026 school Year:

<u>Name</u>	<u>Certification</u>
Joshua Schaffer	NJ Substitute Certificate
Kellie Yu	NJ Substitute Certificate
Emily Manghisi	NJ Substitute Certification
Kaitlyn Dobson	NJ Substitute Certification
Melissa Adelung	NJ Substitute Certification
Yaxuan Zhang	NJ Substitute Certification
Sheree Sharkan	NJ School Psychologist Certificate
Cara DiCuffa	NJ Substitute Certificate
Jessica Nunes	NJ Substitute Certificate
Lisa Arcella	NJ Substitute Certificate
Lynne Gellman	NJ Substitute Certificate

POLICY COMMITTEE

Chairperson: Ms. Micera; Member: Ms. Li

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 0143 - Board Member Election and Appointment
- Policy 0173 - Duties of Public School Accountant
- Policy 0174 - Legal Services
- Policy 0177 - Professional Services
- Policy 1570 - Internal Controls
- Policy 1620 - Administrative Employment Contracts
- Policy 1636.01 - Notification of Promotion, New Job, and Transfer Opportunities
- Policy 2422 - Statutory Curricular Requirements
- Policy 5339.01 - Student Sun Protection
- Policy 6111 - Special Education Medicaid Initiative (SEMI) Program
- Policy 6220 - Budget Preparation

- Regulation 1570 - Internal Controls
- Regulation 6111 - Special Education Medicaid Initiative (SEMI) Program
- Regulation 6220 - Budget Preparation

B. APPROVAL - Second Reading of Policies

Motion to approve the second reading of the following policies, as per Appendix E:

- Policy 3216 - Dress and Grooming
- Policy 4216 - Dress and Grooming

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:

(if needed)

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.