

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

September 27, 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

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

HIB SELF-ASSESSMENT PRESENTATION FOR THE 2022-2023 SCHOOL YEAR

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 - I.

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

YEAS:

NAYS:

- A. **APPROVAL - Minutes**
Motion to approve the September 13, 2023, meeting minutes.

- B. **APPROVAL - School Nursing Plan for the 2023-2024 School Year**
Motion to approve the School Nursing Plan for the 2023-2024 school year as per Appendix A attached.

- C. **APPROVAL - Paraprofessional Statement of Assurances for the First Half of 2023-2024 School Year**
Motion to approve the Paraprofessional Statement of Assurances for the first half of the 2023-2024 school year.

- D. **APPROVAL - Gifted and Talented Report for the 2023-2024 School Year**
Motion to approve the submission of the Gifted and Talented Report for the 2023-2024 school year to the NJ Department of Education.

- E. **ACKNOWLEDGMENT - School Bus Emergency Evacuation Drill - TMS**
The Board acknowledges that Tenakill Middle School successfully conducted its first emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 11:30 a.m. at the location of Tenakill Middle School, 275 High Street, September 15, 2023; Keith McElroy, Assistant Principal, was the staff member in charge. All Tenakill students participated in the drill.

- F. **ACKNOWLEDGMENT - School Bus Emergency Evacuation Drill - HES**
The Board acknowledges that Hillside Elementary School successfully conducted its first emergency school bus exit drill, in accordance with N.J.A.C. 6A:27-11.2, at 9:00 a.m. at the location of Hillside Elementary School, 340 Homans Avenue, September 15, 2023; Andrew Enrique, Board Office Assistant, was the staff member in charge. All Hillside students participated in the drill.
- G. **APPROVAL - Use of Facilities for the PTO After School Sports Program**
Motion to approve the use of Hillside Elementary Gym for the PTO After School Sports Program for the 2023-2024 school year.
- H. **APPROVAL- HIB School Self-Assessment For Determining Grades Under The Anti-Bullying Bill of Rights Act and Statement Of Assurances for the 2022-2023 School Year**
Motion to approve the HIB School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and Statement of Assurances for the 2022-2023 school year.
- I. **APPROVAL- Reflective Practice Protocol for 2023-2024 School Year**
Motion to approve the Reflective Practice Protocol for school year 2023-2024 for those teachers who rated Highly Effective in the 2022-2023 school year, as per Appendix B attached.
Teachers rated highly effective may choose to participate in this process.

CURRICULUM AND INSTRUCTION COMMITTEE

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

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

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

YEAS:

NAYS:

- A. **APPROVAL - Professional Development Plan for the 2023-2024 School Year**
Motion to approve the Professional Development Plan for the 2023-2024 school year.
- B. **APPROVAL - Staff Coursework**
Motion to approve the following courses for 2023-2024 as recommended to the Superintendent by the Principals:

Staff Member:	Brittany Steele
Course No./Title:	ED 5555 Foundational Theories in Reading Instruction
Institution:	Capella University
Credits:	3

C. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Doreen Scarpelli and Floro M. Villanueva Jr.
Conference: Purchasing
Location: Whippany, NJ
Date: 3/21/24
Cost to Board: \$365.80 TOTAL (Floro \$157.90, and Doreen \$207.90)
(includes registration and mileage)

Staff Member(s): Anna Suttora
Conference: Introduction to Payroll
Location: Virtual
Date: Online
Cost to Board: \$325.00

Staff Member(s): Anna Suttora and Floro M. Villanueva Jr.
Conference: Pension Update
Location: Whippany, NJ
Date: 12/12/23
Cost to Board: \$365.80 TOTAL (Floro \$157.90, and Anna \$207.90)
(includes registration and mileage)

Staff Member(s): Floro M. Villanueva Jr.
Conference: Audit Review
Location: Whippany, NJ
Date: 4/11/24
Cost to Board: \$157.90 (includes registration and mileage)

Staff Member(s): Alexandra Earle
Conference: School Counselors at Applied Tech High School
Location: Paramus, NJ
Date: 10/4/23
Cost to Board: \$0

Staff Member(s): Catherine Ianni and Ellen Monaghan
Conference: Conquer Math Workshop
Location: Pompton Plains, NJ
Date: 11/30/23, 1/26/24, 3/15/24
Cost to Board: \$528.42 (includes mileage and 3 days' sub coverage for C.I.)

Staff Member(s): Vince Salvati
 Conference: NJASTO (NJ Assoc. Of School Technology Officials)
 Location: TBD
 Date: 10/4/23, 12/6/23, 2/7/24, 4/10/24, 6/5/24
 Cost to Board: \$175.00 (estimated mileage)

D. APPROVAL - Field Trips

Motion to approve the following field trips:

School: Tenakill Middle School
 Group: Grade 5
 Month: November 2023
 Destination: Buehler Challenger Center
 Location: Paramus, NJ

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

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from September 13, 2023, to September 26, 2023, in the amount of:

General Fund (Fund 10)	\$ 1,636,206.83
Special Revenue (Fund 20)	\$ 36,200.00
NJ Dept of Labor & Workforce	\$ 885.77
Total	\$ 1,673,292.60

C. **APPROVAL - Staff Remuneration**

Motion to approve remuneration to staff members as follows:

Staff Member: Erika Dunn
Course: ELA 914: Reel Reading - Film to Literacy
ELA 915: Teaching Grammar
ELA 924: Documentaries & Nonfiction
College/University: Fresno Pacific University
Remuneration: \$1,000.00

D. **APPROVAL – Tuition Contracts for Received Students**

Motion to approve tuition contracts for received students as outlined below for the 2023-2024 school year:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>District</u>
4501571494	\$14,114.40	1	Parent-paid
7134917002	\$14,114.40	5	Parent-paid

E. **APPROVAL - Tenakill Middle School Student Council Fundraisers**

Motion to approve the following TMS Student Council fundraisers:

- Pink bracelet sale to support breast cancer awareness.
- Snack sale at home volleyball and basketball games.

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

Motion to approve the subscription renewal of Go Guardian in the amount of \$10,944.00.

G. **APPROVAL – Closter Nature Center**

Motion to approve the participation of both schools in the Closter Nature Center's educational program for School Year 2023-2024, consisting of a total of 90 visits, at \$125 per visit.

H. **APPROVAL - Bloodborne Pathogen Program Agreement**

Motion to approve the contract between the Closter Board of Education and Bergen County Department of Health Services for the Bloodborne Pathogen Program listed at \$25 per person for the SY 2023-2024 and SY 2024-2025.

I. **APPROVAL - Acceptance of Donation from the Closter PTO**

Motion to accept, with gratitude, the donation from the Closter PTO in the amount of \$128,000.

J. **APPROVAL – Extension of Lease Agreement**

Motion to approve the extension of the trailer lease agreement with William Scotsman Inc., for \$883.50 per month through June 30, 2024.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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 - Staff Members for the Grade 6 Camp Reimagined Trip**

Motion to approve the following staff members for the Grade 6 Trip to Camp Reimagined at a rate of \$150 per person per night for two nights:

- Margaret Churchill
- Erika Dunn
- Kevin Hernandez
- Catherine Ianni
- Keith McElroy
- Virginia McHale
- Robert Neblung
- Francesca Rivellini
- Christopher Rota
- Adam Sidrow
- Brittany Steele
- Matthew Vassallo

B. **APPROVAL - Transfer of Assignment - Jamie Morgan**

Motion to approve a temporary assignment for Jamie Morgan from HES PLUS Teacher to SGLC Teacher (N.C.) from November 27, 2023, through February 16, 2024.

C. **APPROVAL - Kathy Keller as Hillside School PLUS Leave Replacement Teacher**

Motion to approve Kathy Keller as long-term leave replacement teacher for the HES PLUS Program Teacher (J.M.) from November 27, 2023, through February 16, 2024. Salary will be \$200 per day on days 1 through 10; the beginning of day 11, BA Step 0, \$54,000, prorated. Criminal history background on file in the Board Office.

D. **APPROVAL - Clinical Interns as Substitute Teachers for the 2023-2024 school year**

Motion to approve the following clinical interns as substitute teachers for one day per week (Fridays, if needed) for the 2023-2024 school year. Criminal history background on file in the Board Office:

- Sheriza Mohamed
- Kira Podlipski

E. **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
Amanda Cummings	MA	MA +15	13	\$ 94,474
Allison Esposito	MA	MA +15	8	\$ 83,714

F. **APPROVAL – Hillside Elementary School Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for Hillside Elementary School Academic Support Program (funded by American Rescue Plan Grant) at a rate of \$50.00/hour per teacher:

- Megan Weis
- Kristin Talty

G. **APPROVAL – Tenakill Middle School Academic Support Program Staff**

Motion to approve, upon the recommendation of the Superintendent, the following teachers for Tenakill Middle School Academic Support Program (funded by American Rescue Plan Grant) at a rate of \$50.00/hour per teacher:

- Paul Aguirre
- Mary Auriti
- Karen Caruso
- Margaret Churchill
- Erika Dunn
- Rachel Fineman
- Julia Palmeri
- Jeffrey Roem
- Christopher Rota
- Brittany Steele
- Substitutes: Catherine Ianni, Brianna McSweeney, Shireen Moidu, Chelsea Smith, Matthew Vassallo, Michael Wowkun

H. **APPROVAL – Staff Appointments**

Motion to approve the following appointments for the 2023-2024 school year:

<u>Position</u>	<u>Name</u>
Anti-Bullying Specialist (TMS)	Callie Stabile

I. **APPROVAL - Student Volunteer**

Motion to approve Tea Yiu, a Tenakill Middle School student, for assisting Ms. Weis during the fall Academic Support Program on Thursdays.

J. **APPROVAL - Rescindment of Appointment of Sarah Menchise as HNN Advisor**

Motion to rescind the appointment of Sarah Menchise as HNN Advisor.

K. **APPROVAL - Sonali Shah as Hillside School Paraprofessional**

Motion to approve Sonali Shah 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.

L. **APPROVAL - Leave of Absence for Mary Jo Martino, Hillside School Spanish Teacher**

Motion to approve Mary Jo Martino, HES Spanish Teacher, for an anticipated leave of absence from on or about October 19, 2023, through December 4, 2023, as follows:

- Paid sick leave (6 sick days) from October 19, 2023, through October 25, 2023
- An FMLA leave from October 26, 2023, through December 4, 2023
- Anticipated return to work date is December 5, 2023

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:

HIB

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.