

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

April 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

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

SCHOOL YEAR 2023-2024 BUDGET PRESENTATION

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 and B.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve the April 4, 2023, minutes.

B. **APPROVAL - Use of Facilities for the Closter PTO**

Motion to approve the PTO use of the Tenakill Middle School gym on April 28, 2023, for the Military Bridge Fundraiser and the Tenakill Middle School parking lot on May 6, 2023, for the Spring Fair.

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 - Hillside Elementary School’s ESL Progress Report Revisions - 2023-2024 School Year**

Motion to approve the revisions to the Hillside Elementary School’s ESL Progress Report to be implemented in the 2023-2024 school year as per Appendix A.

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Laurie Rochlin
Conference: NJALC Spring Conference - Ready, Set, Reset: Addressing the Heart of the IEP
Location: Somerville Elks, Bridgewater, NJ
Date: 4/28/23
Cost to Board: \$125.00

Staff Member(s): Jennifer Levy
Conference: NJ ELA Supervisors Group - Spring Meeting
Location: NJPSA/FEA Conference Center, Monroe, NJ
Date: 6/1/23
Cost to Board: \$105.00 (substitute)

Staff Member(s): William Tantum
Conference: Bias Crime / Incident Training
Location: Virtual
Date: 5/12/23
Cost to Board: \$0

Staff Member(s): Amy Kenny-Whritenour
Conference: VIA Meeting
Location: NVCC - Demarest
Date: 5/2/23
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Hillside Elementary School
Group: Kindergarten
Month: May 2023
Destination: Health Barn USA
Location: Ridgewood, NJ

School: Tenakill Middle School
Group: Occupational Therapy / Speech Group (5 students)
Month: May 2023
Destination: Walking Trip to Closter Plaza
Location: Closter, NJ

School: Hillside Elementary School
 Group: SGLC / Occupational Therapy / Speech Group (6 students)
 Month: May 2023
 Destination: Walking Trip to Closter Plaza
 Location: Closter, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from April 5, 2023 to April 24, 2023, in the amount of:

General Fund (Fund 10)	\$897,266.15
Special Revenue (Fund 20)	\$ 21,377.19
NJ Dept of Labor & Workforce	\$ 1,642.05
Total	\$920,285.39

C. APPROVAL - School Year 2023 - 2024 District Budget

BE IT RESOLVED, that the Closter Board of Education, County of Bergen, approves the 2023-2024 school year budget as follows:

	<i>Budget</i>	<i>Local Tax Levy</i>
General Current Expense (Fund 11)	\$ 25,156,722	\$ 22,382,979

Capital Outlay (Fund 12)	\$ 1,669,941	
GENERAL FUND TOTAL	\$ 26,826,663	\$ 22,382,979
Special Revenue Fund (Fund 20)	\$ 276,500	\$ 0
Debt Service Fund (Fund 40)	\$ 276,345	\$ 276,345
Total Base Budget	\$ 27,379,508	\$ 22,659,324

And

BE IT FURTHER RESOLVED that the General Fund tax levy of **\$22,382,979** is approved to support Current General Expense that includes the use of **\$107,946** Enrollment Adjustment and **\$362,511** Health Care Costs Adjustment. The total budget tax levy including Debt Service Fund is **\$ 22,659,324**.

And

BE IT FURTHER RESOLVED that the Closter Board of Education accepts the State School Aid for the 2023-24 school year as follows:

Transportation Aid	93,632
Special Education Aid	1,277,579
Security Aid	91,347
Less: SDA Assessment	<u>-14,941</u>
Total Aid	\$ 1,447,617

D. APPROVAL - SY 2023-2024 Budget – Adjustment for Health Care Costs

BE IT RESOLVED that the Closter Board of Education approves the use of adjustment for increase in health care costs permitting the tax levy to increase above 2% in the amount of **\$362,511**. The adjustment will be used to support the rising cost of health benefits for eligible district staff.

E. APPROVAL - SY 2023-2024 Budget – Use of Enrollment Adjustment

BE IT RESOLVED that the Closter Board of Education approves the use of enrollment adjustment permitting the tax levy to increase above 2% in the amount of **\$107,946**. The adjustment is to help support additional staff needed due to increased enrollment as well as the increase in transportation costs.

BE IT FURTHER RESOLVED that the needs identified in the use of Enrollment Adjustment must be completed by the end of the 2023-24 budget year and will not be deferred or incrementally completed over a longer period of time.

- F. **APPROVAL - Capital Reserve Withdrawal (Other Capital Projects) for SY 2023-2024**
BE IT RESOLVED, that the Closter Board of Education, County of Bergen, includes in the general fund appropriations, budget line 620, a withdrawal in the amount of **\$1,625,000** from the Board of Education's approved **Capital Reserve Account** to fund Other Capital Projects:

Hillside Elementary School

- Modular classroom spaces - \$1,500,000

Tenakill Middle School

- Network infrastructure replacements - \$125,000

The total cost of the projects represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner of Education as necessary to achieve the New Jersey Student Learning Standards. Any funds withdrawn from Capital Reserve and unspent by the end of the school year shall be returned to the Capital Reserve fund.

- G. **APPROVAL - Maintenance Reserve Withdrawal for SY 2023-2024 Budget**
BE IT RESOLVED that as per N.J.A.C 6A:23A-14.2(d), the Closter Board of Education withdraws **\$100,000** from the Board of Education's approved **Maintenance Reserve Account** for use on required maintenance activities for a school facility as reported in the Comprehensive Maintenance Plan pursuant to N.J.A.C 6A:26-20.5.
- H. **APPROVAL - Landscape & Lawn Maintenance Contract**
Motion to approve the contract with Lupardi, the lowest and responsive quote for the spring landscape and lawn maintenance services in the amount of \$4,585, and an additional \$3,505 for the Hillside Elementary School field maintenance.
- I. **APPROVAL - Additional Evaluation Services with Region III**
Motion to retroactively approve the additional evaluation services with NVRHS - Region III Council for Special Education, at an estimated amount of \$25,000, for SY 2022-2023.
- J. **APPROVAL - Purchase of LinkIt!**
Motion to approve the purchase of LinkIt! - Assessment Management and Analytics Platform in the amount of \$18,423.
- K. **APPROVAL - CISCO Smartnet Renewal from Dyntek Services, Inc.**
Motion to approve the renewal of CISCO Smartnet Services from Dyntek Services, Inc. in the amount of \$16,312.49 under NJ State Contract: NJ Cisco NVP AR3227 PA#21-TELE-01506.

- L. **APPROVAL - Purchase of Lunch Tables**
Motion to approve the purchase of 14 lunch tables (7 for each school) from Sico America Inc., % Lee Distributors through the NJ ESCNJ Bid #22/23-08 CO-OP#65MCESCCPS in the amount of \$34,320.72.
- M. **APPROVAL - Purchase of Outdoor Metal Tables**
Motion to approve the purchase of four (4) outdoor metal tables for Tenakill Middle School from Tanner North Jersey (TNJ) through the Ed Data Bid #11762 in the amount of \$6,901.20.

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 - Retirement of Carmelo J. Camillieri, Middle School Teacher**
Motion to approve, with regrets, the retirement of Carmelo J. Camillieri, Middle School Teacher, as of June 30, 2023.
- B. **APPROVAL - Resignation of Margaret Johnston, Certified Occupational Therapist Assistant**
Motion to approve, with regrets, the resignation of Margaret Johnston, COTA, as of June 30, 2023.
- C. **APPROVAL - Resignation of Sarit Yang, Paraprofessional**
Motion to approve, with regrets, the resignation of Sarit Yang, TMS paraprofessional, as of June 30, 2023.
- D. **APPROVAL - Joseph Cafaro as Part-Time School Psychologist**
Motion to approve Joseph Cafaro as part-time School Psychologist providing 75 hours of counseling, for the remainder of the 2022-2023 school year at the hourly rate of MA 60 Step 17, or \$76.61, based on a salary of \$111,084.
- E. **APPROVAL - Discretionary Leave of Absence - Kate DeRosa**
Motion to approve a discretionary leave of absence for Kate DeRosa, Special Education Teacher at Hillside Elementary School, for the 2023-2024 school year, with an anticipated return date of September 1, 2024.

F. **APPROVAL - Discretionary Leave of Absence - Katrina Vastano**

Motion to approve a discretionary leave of absence for Katrina Vastano, Grade 1 Teacher, for the 2023-2024 school year, with an anticipated return date of September 1, 2024.

G. **APPROVAL - Rescindment of Offer of Employment for Robert Petrocelli as Hillside School Paraprofessional**

Motion to rescind the offer of employment for Robert Petrocelli as HES paraprofessional for the 2022-2023 school year.

H. **APPROVAL - Jennifer Gismondi as Hillside Elementary School Paraprofessional**

Motion to approve Jennifer Gismondi as Hillside Elementary School paraprofessional for the 2022-2023 school year at a salary of \$19.23 per hour, 5.75 hours per day, pending criminal history background check.

I. **APPROVAL - Kate Weisenseel - CRRSA/ESSER II Grant Salary Allocation**

Motion to revise the approved grant salary allocation, from August 11, 2022, for Kate Weisenseel, School Counselor at Tenakill Middle School, from CRRSA/ESSER II grant as follows:

20-483-218-104-060-00-0 \$ 69,552 (100%)

J. **APPROVAL - Staff Working on District Curriculum Revisions**

Motion to approve the following teaching staff to work on various curriculum revisions at a rate of \$250.00 per curriculum:

- Hillside Elementary School
 - Jodi Belnick
 - Sofia Capparelli
 - Charlene Gerbig
 - Joanne Iyo
 - Silvia Jost
 - Elizabeth Klink
 - Katie Lee
 - Alyssa Levy
 - Mary Jo Martino
 - Sarah Menchise
 - Grace Park
 - Claire Pidi
 - Catherine Ricca
 - Kerry Sidrow
 - Kristin Talty

- Tenakill Middle School
 - Rachel Fineman
 - Anna Haarmann
 - Min Jeong Kim
 - Amy Kenny-Whritenour
 - Julia Leibowitz
 - Scott Lewis
 - Brianna McSweeney
 - Shireen Moidu

K. **APPROVAL - Students of Northern Valley Regional High School at Demarest - Senior Service Workplace Learning Experience**

Motion to approve students to participate in workplace learning experience, as per Appendix C.

L. **APPROVAL - Noah Panagia as Substitute Teacher for the 2022-2023 School Year**

Motion to approve Noah Panagia as substitute teacher for the 2022-2023 school year.

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 D:

- Policy 0144 Board Member Orientation and Training
- Policy 2520 Instructional Supplies
- Policy 3217 Use of Corporal Punishment
- Policy 4217 Use of Corporal Punishment
- Policy 5305 Health Services Personnel
- Policy 5308 Student Health Records
- Policy 5310 Health Services
- Policy 6112 Reimbursement of Federal and Other Grant Expenditures
- Policy 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs
- Policy 6115.04 Federal Funds – Duplication of Benefits
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants
- Policy 7440 School District Security
- Policy 9140 Citizens Advisory Committees
- Regulation 2520 Instructional Supplies
- Regulation 5308 Student Health Records
- Regulation 5310 Health Services

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

Motion to approve the abolishment of the following policies and regulations:

- Policy 9100 Public Relations
- Regulation 9140 Citizens Advisory Committee

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
Personnel Matters
Negotiations Update**

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.