

CLOSTER BOARD OF EDUCATION

Cluster, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

April 8, 2021 - 7:30 PM

Call to order: _____ @ _____ P.M.

Roll Call:	Ms. Bhagat	_____
	Ms. Kothari	_____
	Ms. Kwon	_____
	Ms. Lee	_____
	Mr. Linn	_____
	Ms. Micera	_____
	Dr. Puttannah	_____
	Ms. 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, remote access information, 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

BOARD OF EDUCATION ETHICS TRAINING

Mr. Matt Lee, Field Service Representative - NJ School Boards Association, Bergen County

SUPERINTENDENT’S REPORT

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 policy 1120. 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. Motions were _____ by a roll call vote of the Board as follows:

YEAS:
NAYS:

A. **APPROVAL - Minutes**

Motion to approve the March 25, 2021, minutes.

B. **APPROVAL - Harassment, Intimidation, and Bullying (HIB)**

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation, and Bullying (HIB) incident(s) reported to the Board in Executive Session at the March 25, 2021, Meeting.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Lee, Ms. Cross, Dr. Puttannah

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 2020-2021 as recommended to the superintendent by the Principals:

Staff Member: Brittany Steele
Course No./Title: ED-5500 Standards-Based Curriculum, Instruction & Assessment
Institution: Capella University
Credits: 4

Staff Member: Josephine Hunt
 Course No./Title: 15:310:500 Curriculum and Instruction
 Institution: Rutgers University
 Credits: 3

B. APPROVAL - Staff Professional Development

Motion to approve the following staff conferences:

Staff Member(s): Floro Villanueva
 Conference: Preparing for the Audit, GASB84: Internal Controls
 Location: Virtual
 Date: 5/18/21
 Cost to Board: \$50.00

C. APPROVAL - Field Trips

Motion to approve the following field trips:

School: Hillside Elementary
 Group: Grade 2
 Month: May 2021
 Destination: Pete the Cat Virtual Performance (TheaterWorks USA)
 Location: Virtual
 Total Cost: \$520.00

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kwon, Ms. Finkelstein, Ms. Kothari

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 - Monthly Bills

Motion to approve payment of bills from March 26, 2021, to April 8, 2021, in the amount of:

General Fund (Fund 10)	\$979,560.40
Special Revenue (Fund 20)	\$ 5,703.79
Total	\$985,264.19

B. APPROVAL – Award of Contract to Laumar Roofing Company, Inc.

WHEREAS, the Closter Board of Education (“the Board”) advertised for bids for Partial Roof Replacement - Phase IV, at Hillside Elementary School (the “Project”); and

WHEREAS, on March 18, 2021, the Board received bids for the Project; and

WHEREAS, the lowest bid for the Project was submitted by Laumar Roofing Company, Inc. (“Laumar”), which submitted a base bid price in the amount of \$295,499, together with Alternate No. 1 in the amount of \$42,499, for a total contract sum of \$337,998; and

WHEREAS, the bid submitted by Laumar is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Laumar.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Project to Laumar for a total contract sum of \$337,998.
2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, and an executed AIA Agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

C. APPROVAL - Disposal of Outdated Smart Boards

Motion to approve the disposal of three (3), outdated Smart Boards, from Tenakill Middle School; tag numbers 10096, 10126 and 10191.

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Bhagat, Ms. Finkelstein, Mr. Linn

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 - Leave Extension for Leanne Falkenstern

Motion to approve the discretionary leave of absence extension for Leanne Falkenstern until September 1, 2021.

- B. **APPROVAL - Leave Extension for Katelyn Lee**
Motion to approve the Family and Medical Leave Act extension for Katelyn Lee until May 31, 2021.
- C. **APPROVAL - Discretionary Leave of Absence for Margaret Prano**
Motion to approve a discretionary leave of absence (unpaid) for Margaret Prano from April 5, 2021, through June 30, 2021.
- D. **APPROVAL - Long-Term Substitute Teacher Extension for Kathy Keller**
Motion to approve Kathy Keller's continuation in the same position as Long-Term Substitute Teacher through May 31, 2021.
- E. **APPROVAL - Affirmative Action Team for the 2021-2022 School Year**
Motion to approve the following personnel as the Affirmative Action Team for the 2021-2022 school year to assess the District's needs and to continue its compliance with the Comprehensive Equity Plan:
- Keith McElroy, Affirmative Action Officer
 - William Tantum
 - Patricia Eichenlaub
 - Alexandra Earle
 - Patricia Brett
 - Tara Eddy
- F. **APPROVAL - Sarah Comstock - Language Arts Teacher - Tenure-Track Position**
Motion to approve Sarah Comstock as tenure track Language Arts Teacher for the 2021-2022 school year, pending a criminal history background check. Salary is \$65,639, plus benefits (MA, Step 3).
- G. **APPROVAL - Noelle Caramanna - Long-Term Substitute Teacher**
Motion to approve Noelle Caramanna as long-term substitute teacher for James Klika, from April 5, 2021, to May 21, 2021, pending a criminal history background check. Salary will be \$200 per day on days 1 through 10; then beginning on day 11, MA Step 0, pro-rated, ending on May 21, 2021, at a salary of \$59,714.
- H. **APPROVAL - James lafrate - Long-Term Leave Replacement Teacher**
Motion to approve James lafrate as long-term leave replacement - M.S. Social Studies teacher - from 0.75 FTE to 1.0 FTE effective March 31, 2021, through the end of the school year at a salary of \$51,184 pro-rated (BA Step 0).
- I. **APPROVAL - 2021-2022 School Calendar**
Motion to approve 2021-2022 school calendar as per Appendix A.

BOARD COMMITTEES

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:

Legal Matters

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.

Closter 2021-2022 School Year Calendar

September

- 1 Staff Reports (Prof Dev Day)
- 2 **First Day - Students**
- 6 Labor Day - CLOSED
- 7 Rosh Hashanah - CLOSED
- 16 Yom Kippur - CLOSED

SEPTEMBER (18)						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

FEBRUARY (15)

February

- 21 Presidents' Day - CLOSED
- 21-25 Feb. Recess - CLOSED

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

October

- 4 Staff Reports (Prof Dev Day)
- 4 CLOSED FOR STUDENTS

OCTOBER (20)						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MARCH (23)

March

- 9 **12:42 PM Dismissal**
Parent/Teacher Conferences

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

- 4 & 5 NJEA - CLOSED
- 24 **12:42 PM Dismissal**
- 25-26 Thanksgiving - CLOSED

NOVEMBER (18)						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

APRIL (15)

April

- 15 Good Friday - CLOSED
- 15-22 Spring Recess - CLOSED

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

- 1 **12:42 PM Dismissal**
Parent/Teacher Conferences
- 23 **12:42 PM Dismissal**
- 24-31 Holiday Recess - CLOSED

DECEMBER (17)						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY (21)

May

- 30 Memorial Day - CLOSED

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January

- 1 New Year's - CLOSED
- 17 MLK, Jr., Day - CLOSED
- 17 Staff Reports (Prof Dev Day)

JANUARY (20)						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE (14)

June

- 16, 17, 20 **12:42 PM Dismissal**
- 20 Last Day for Students & Staff

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Please note: 12:42 PM dismissal days are indicated by slashes. Please be advised that emergency closing days will be made up by adding days in the following order: June 21, 22, 23 & 24. If there are more than four emergency closings, the make-up days will include June 21-24, and then days will be added in the following order: April 22, 21, 20, 19 & 18. Therefore, no plans, which cannot be changed, should be made for April recess.

*One (1) emergency closing day has been built into the school calendar. In the event this day is not used, it will be "given back" through a reduction in the number of school days. When this information becomes available, it will be communicated to parents/guardians following a decision by the Board of Education.

Number of School Days

	Students	Staff
September	18	19
October	20	21
November	18	18
December	17	17
January	20	21
February	15	15
March	23	23
April	15	15
May	21	21
June	14	14
Total*	181	184