

CLOSTER BOARD OF EDUCATION
Closter, New Jersey

MINUTES
REGULAR MEETING
Tenakill Middle School
January 23, 2020
7:30 PM

The Board meeting was called to order by Mr. Gregg Lambert at 7:30PM

The following Board members were present:

Ms. Finkelstein, Ms. Lee, Ms. Bhagat, Mr. Lambert, Ms. Cross, Ms. Micera

The following Board members were absent:

Ms. Kwon, Ms. Kothari, Mr. Linn

Also present: Mr. McHale and Mr. Villanueva

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, 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

Ms. Smith provided the board with the following updates on all the activities and events in Hillside Elementary School:

- Professional Development Day on 1/20/2020, most HES staff attended the dyslexia training followed by grade level meetings.
- 4th grade team met with Officer Krapels to discuss the LEAD.
- PTO Author Visit -- Jay Miletsky for students in grades K-2
- This month's ICARE program focuses on self management.
- Congratulations to Ashley in 2C who participated in a Winter READ-a-Thon on Imagine Learning.
- The Rotary Club along with Mayor Glidden gifted our 3rd grade students with dictionaries, while sharing some of the work of the club.
- 1/24/2020 is the first pop up PD for staff
- 1/24/2020 is the Lunar New Year celebration. Thank you to the PTO and KPG for the hard work.

Mr. Tantum provided the board with the following updates on all the activities and events in Tenakill Middle School:

- Review of Events Past
 - a. Assemblies --- ADL - Step It Up Anti-Bullying, Internet Safety Assembly, Vaping Assembly
 - b. High School Articulation Meeting
 - c. Instrument Day - NVD -- 7th & 8th Grade instrumentalists joined Haworth/Demarest
- Student Recognition
 - a. Regional Orchestra - 8 of the 11 students that auditioned got accepted
Ian Chung - 8th, cello, David Kim - 7th, violin, Elizabeth Kim - 8th, violin
John (Yedong) Kim - 7th, cello, Tyler Kwon, 7th, cello,
Hannah Lee - 6th, violin, Jessica Lee, 8th, viola, Jennie Shu, 8th, cello
- Upcoming Events
 - a. Lunar New Year Celebration
 - b. High School Scheduling Meetings (Feb 3-13)
 - c. Challenger Center Trip - Grade 5
 - d. Porchlight Production "Willie Wonka" (Feb 8)

SUPERINTENDENT'S REPORT

Mr. McHale shared with the board and community the following updates:

- *First Conversations with the Superintendent* was held on Tuesday, January 7th at Tenakill Middle School. There were 16 parents in attendance. The next date is February 6, 2020.
- January 20th Professional Development Day - 14 morning workshops, grade level meetings, dyslexia training and workshops organized by NVCC. The initial feedback about the day has been positive. Thank you to the administrators, teachers and staff who helped plan this day and who also volunteered to lead workshop sessions.
- Lunar New Year celebration is Friday, January 24th.
- Update on District Goals
 - District Evaluation Advisory Committee (DEAC) held their second meeting on January 8, 2020. The committee decided to continue using the Marshall Rubric for Teacher Evaluation and to work on refining the evaluation process so there is consistency across the district.
 - All 40 job descriptions have been updated.
 - Mr. Tantum scheduled a meeting of the District Future Ready team for Wednesday, January 29th.

- Upcoming PTO Dates:
 - February 8, 2020 - student performance of Willy Wonka, Jr. - TMS
 - March 6, 2020 - Annual Dinner Dance

MINUTES

Moved by Ms. Micera, seconded by Ms. Finkelstein to approve the following minutes.
Motion was approved by voice vote of the Board:

- January 2, 2020 - Organization Meeting Minutes
- January 2, 2020 - Regular Meeting Minutes

PUBLIC DISCUSSION on AGENDA ITEMS

Moved by Ms. Micera seconded by Ms. Finkelstein 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. 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.

There were no public comments.

Moved by Ms. Micera seconded by Ms. Finkelstein to resume the regular order of business.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Bhagat, Mr. Linn, Ms. Cross

Moved by Ms. Bhagat, seconded by Ms. Micera to approve Motions A-D. Motions were Approved by a roll call vote of the Board as follows:

YEAS: Ms. Finkelstein, Ms. Lee, Ms. Bhagat, Mr. Lambert, Ms. Cross, Ms. Micera
NAYS: None

A. **APPROVAL - Staff Coursework**

Motion to approve the following courses for 2019-2020 as recommended to the Superintendent by the Principals:

Staff Member:	Laura Abbey
Course No./Title:	ATH 901 Coaching: Enhancing Motivation
Institution:	Fresno Pacific University
Credits:	3

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member/s: Ashley Buckley, Eileen Kennedy, Alyssa Levy, Regina Pesce
Lori Scalera, Andrea Watkins
Conference: 28th Annual Joint Conference NJSHA & NJIDA
Location: Garwood, NJ
Date: 3/6/20
Cost to Board: \$900.00

Staff Member/s: Courtney Carmichael
Conference: Stop the Bleed - Train the Trainer
Location: Morris County Safety Academy
Date: 1/27/20
Cost to Board: \$0

Staff Member/s: Courtney Carmichael
Conference: NJSLA Training
Location: Whippany, NJ
Date: 2/27/20
Cost to Board: \$0

Staff Member/s: Karen Caruso, Erica Cho, Barbara Cullere, Kate Maher
Conference: DEAC
Location: Tenakill
Date: 2/25/20
Cost to Board: \$90.00

Staff Member/s: Dara Weiss
Conference: Zones of Regulation
Location: Region V, Oradell
Date: 2/5/20
Cost to Board: \$0

Staff Member/s: Alexandra Earle
Conference: Closter Special Ed. Scheduling Meeting - 504 Portion
Location: NVRHS-D
Date: 1/21/20
Cost to Board: \$0

Staff Member/s: Jennifer Annese
Conference: Supporting At Risk ELLs in Literacy Development
Location: Garwood, NJ
Date: 3/6/20
Cost to Board: \$205.00

Staff Member/s: Courtney Carmichael, Erica Cho, Patti Eichenlaub, Joanne Iyo, Brenda Kahn, Amy Kenny, Vincent McHale, Lisa Pantaleo, Vince Salvati, Dianne Smith, William Tantum, Floro Villanueva
Conference: Future Ready Schools Meeting
Location: Tenakill
Date: 1/29/20 (AM only)
Cost to Board: \$90.00

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill
Group: Science Olympiad
Month: March 2020
Destination: Middlesex County College
Location: Edison, NJ

D. **RESOLUTION - School Board Recognition**

WHEREAS, The New Jersey School Boards Association has declared January 2020 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Closter Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Closter Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, The Closter Board of Education helps determine the educational goals for approximately 1200 children in pre-Kindergarten through 8th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Closter Board of Education, does hereby recognize the services of our local school board members as we join communities statewide in observing January 2020 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Closter Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

FINANCE AND PHYSICAL PLANT COMMITTEE

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

Moved by Ms. Finkelstein, seconded by Ms. Micera to approve Motions A-F.

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

YEAS: Ms. Finkelstein, Ms. Lee, Ms. Bhagat, Mr. Lambert, Ms. Cross, Ms. Micera

NAYS: None

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 December 2019.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for December 2019.
- c. Transfer of funds for December 2019.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from January 3rd, 2020 to January 23, 2019 in the amount of:

General Fund (Fund 10)	\$1,415,560.62
Special Revenue (Fund 20)	\$ 3,518.11
Enterprise (Milk – Fund 60)	\$ 404.77
TOTAL	\$1,419,483.50

C. **APPROVAL - Use of Facilities**

Motion to approve the use of Hillside Elementary School and Tenakill Middle School for the following events:

- Girls Scouts to hold a Me & My Guy Square Dance - March 2020 - Hillside Elementary
- First Annual Al Baffa Badminton Tournament (Tenakill School) - February 2020
- Paramus Congregation of Jehovah's Witnesses use of Tenakill Middle School Auditorium April 2020

D. **APPROVAL - Renewal of Participation in SEHBP**

Motion to approve, the **Resolution** authorizing the renewal of the participation in School Employees Health Benefits Program of the State of New Jersey, attached hereto as Appendix B.

E. **APPROVAL - Long Range Facilities Plan Update**

Motion to approve a professional services agreement with Di Cara Rubino Architects for the Long Range Facilities Plan update in the amount of \$8,000.

F. **APPROVAL - Pre-School Tuition Rates**

Motion to approve the following tuition rates for the 2020-2021 school year:

Pre-School Half-Day Program	\$ 5,300.00
Pre-School Full Day Program	\$10,600.00
PSD Voluntary Half-Day Extension	\$ 7,950.00
Before/After Care Program fee	\$ 950.00

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Mr. Lambert, Ms. Lee

Moved by Ms. Lee, seconded by Ms. Micera to approve Motions A-G. Motions were by a roll call vote of the Board as follows:

YEAS: Ms. Finkelstein, Ms. Lee, Ms. Bhagat, Mr. Lambert, Ms. Cross, Ms. Micera
NAYS: None

A. **APPROVAL - Substitutes**

Motion to approve the following substitutes for the 2019-2020 school year:

Substitute Teachers

<u>Name</u>	<u>Certification</u>
Rhonda Starer	NJ Teacher Certificate
Darren Fial	NJ Substitute Teacher

Substitute Paraprofessional
Barbara Ferguson

B. APPROVAL - Job Descriptions

Motion to approve the following job descriptions as per Appendix C attached hereto:

- Gifted and Talented Teacher
- Health and Physical Education Teacher
- Library Media Specialist
- Paraprofessionals
- Paraprofessionals - Lunch Aide
- School Nurse
- School Psychologist
- School Social Worker
- Special Education Teacher
- Speech - Language Specialist
- Supervisor of Educational Technology

C. APPROVAL - Family Leave

Motion to approve Kerry Vogel a paid maternity leave from March 23, 2020, through April 26, 2020, using 19 sick days, under FMLA, and unpaid from April 27, 2020, through June 30, 2020, under FMLA and NJFLA.

D. APPROVAL - Medical Leave

Motion to approve a paid medical leave with benefits for Gene Smith from January 27, 2020 with an expected return date of March 9, 2020 using 14 sick days, 1 personal day, and 8 vacation days.

E. APPROVAL - Medical Leave

Motion to approve a paid medical leave for Diane Smith beginning January 24, 2020 with an estimated return date of March 6, 2020 using 18 sick days, 1 sick bank day and 2 personal days.

F. APPROVAL - Paraprofessional

Motion to approve the following Paraprofessional for the 2019-2020 school year.

<u>Name</u>	<u>Building</u>	<u>Hours</u>	<u>Hourly Rate</u>
Alexis Velella**	Hillside Elementary	5.25	\$18.03

****Pending criminal history approval**

G. APPROVAL - Student Observation

Motion to approve Jacqueline Joewono, a TESOL student, for 20-hours observation time with the ELL department from January through March 2020. This time will entail 80% observation and 20% instruction.

BOARD COMMITTEES

Mr. Lambert thanked the board members for responding to the board committee assignments.

Negotiations committee met with the association on 1/21/2020.

OLD/NEW BUSINESS

Mr. Villanueva reminded all trustees to complete their School Ethics Commission financial disclosure.

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Lee to open the meeting to public discussion.

There were no public comments.

Moved by Ms. Micera, seconded by Ms. Finkelstein to close the meeting to public discussion.

CLOSED SESSION MOTION (If required)

Moved by Ms. Micera, seconded by Ms. Finkelstein to approve the following Closed Session Motion. Motion was approved by a voice vote of the Board:

YEAS: Ms. Finkelstein, Ms. Lee, Ms. Bhagat, Mr. Lambert, Ms. Cross, Ms. Micera
NAYS: None

BE IT RESOLVED that the Closter Board of Education will adjourn to a Closed Session to discuss the following:

Personnel Matter
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 8:02 PM.

The Board reconvened from Closed Session at 8:26PM.

ADJOURNMENT

Moved by Ms. Micera, seconded by Ms. Finkelstein to adjourn the meeting at 8:27PM.

Respectfully,



Floro Villanueva, Jr.
Business Administrator/Board Secretary