

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

May 24, 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

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 - C.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve May 10, 2023, minutes.

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

Motion to affirm the decision of the Superintendent of Schools regarding Harassment, Intimidation or Bullying (HIB) incidents numbers HES-2223-03, TMS-2223-17, TMS-2223-18 and TMS-2223-19 reported to the Board in Executive Session at the May 10, 2023, meeting.

C. **RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF CLOSTER IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING THE SUBMISSION OF A BOND PROPOSAL QUESTION TO THE SCHOOL DISTRICT VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON SEPTEMBER 26, 2023**

BE IT RESOLVED BY The Board of Education of the Borough of Closter in the County of Bergen, New Jersey (the "Board") (not less than a majority of the full membership of the Board concurring) as follows:

1. The following bond proposal (the "Proposal"), shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, September 26, 2023, commencing at 6:00 a.m. for the purposes hereinafter provided. The polls shall remain open until 8:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot. The form of the Proposal will read substantially as follows except as otherwise may be set forth herein:

BOND PROPOSAL QUESTION

The Board of Education of the Borough of Closter in the County of Bergen, New Jersey is authorized (a) to replace the roof and boilers, and to undertake any related upgrades and improvements at Hillside Elementary School, including acquisition and installation of fixtures, equipment and any site work; (b) to replace the roof, boilers, windows, and the HVAC system in the gymnasium, and to make any related upgrades and improvements at Tenakill Middle School, including acquisition and installation of fixtures, equipment and any site work; (c) to appropriate \$6,489,700 for such improvements; and (d) to issue bonds in an amount not to exceed \$6,489,700. The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects.

The final eligible costs for the projects approved by the New Jersey Commissioner of Education are \$6,489,700 (consisting of \$3,116,200 for Hillside Elementary School and \$3,373,500 for Tenakill Middle School). The projects include \$0 for school facility construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The Board of Education is authorized to transfer funds among the projects approved at this election.

Do you approve this Bond Proposal Question?

2. The Board hereby approves and adopts the Proposal set forth above and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same as described therein (the "Project"). The Board authorizes the Business Administrator/Board Secretary, consistent with any advice received from bond counsel, to revise the proposal, if necessary, prior to the Election to conform to any applicable legal requirements.
3. The Board hereby acknowledges and confirms that, in accordance with the requirements of N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-17, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough of Closter, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the Borough Clerk, in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution, and will be filed in the office of the Director of the Division of Local Government Services, State of New Jersey, Department of Community Affairs prior to the date of the Election.
4. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the Proposal to the voters at the Election and to seek the assistance of the county officials and the municipal clerk in conducting the Election.

5. The Board hereby: (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter from the New Jersey Department of Education and not to appeal such determinations made therein; (ii) determines to construct the Project itself; (iii) agrees to locally fund any excess costs, if any; and (iv) delegates the supervision of the Project to the Business Administrator/Board Secretary.
6. DiCara | Rubino Architects, the School District's appointed architect for the Project (the "Project Architect"), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has been delegated the responsibility to work with the Project Architect for this purposes on behalf of the Board, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.
7. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel, and the Project Architect, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.
8. This Board hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering of private placement or through a conduit borrower on a tax exempt basis. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board hereby declares its intent to issue bonds or notes in the amount set forth in the Proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the Projects authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law,
9. This resolution shall take effect immediately.

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 - Staff Coursework**

Motion to approve the following courses for 2022-2023 as recommended to the Superintendent by the Principals:

Staff Member: Brittany Steele
Course No./Title: ED 5504 Strategies for Eliminating the Achievement Gap
Institution: Capella University
Credits: 4

B. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Vincent McHale and Floro M. Villanueva, Jr.
Conference: Strauss Esmay Seminar
Location: Brookdale Community College, Lincroft, NJ
Date: 6/2/23
Cost to Board: \$54.60 (mileage for two staff members)

Staff Member(s): Laura Abbey
Conference: NJSMA Professional Development Day
Location: The Mansion at Mountain Lakes
Date: 6/6/23
Cost to Board: \$105.00 (substitute)

Staff Member(s): Keith McElroy
Conference: Ramapo College Archway Residency Program
Location: Ramapo College, Ramsey, NJ
Date: 6/6/23
Cost to Board: \$0

C. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill Middle School
Group: Grade 5
Month: June 2023
Destination: Tenakill Creek at Memorial Field (walking trip)
Location: Closter, 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 A attached:

- a. Board Secretary and School Treasurer Financial Reports for April, 2023.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for April, 2023.
- c. Transfer of funds for April, 2023.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from May 11, 2023 to May 22, 2023, in the amount of:

General Fund (Fund 10)	\$830,154.25
Special Revenue (Fund 20)	\$ 83,339.80
Total	\$913,494.05

C. APPROVAL - Staff Remuneration

Motion to approve remuneration to staff members as follows:

Staff Member: William Potkulski
 Course: Bullying / Effective Character Ed / Building Classroom Discipline
 College/University: University of LaVerne
 Remuneration: \$1,000.00

D. APPROVAL – Special Education Placements

Motion to approve the following 2022-2023 Special Education placements for Closter Students:

<u>NJSMART#</u>	<u>Tuition</u>	<u>Grade</u>	<u>Placement</u>
6046457095	\$13,652.19 (revised) prorated amount	2nd	Ridgefield

E. **RESOLUTION - Approval of Services for Architect of Record**

WHEREAS, there exists a need for specialized architectural services in connection with the installation of a five classroom modular building; and

WHEREAS, such services can be provided only by a full-service architectural firm, and Di Cara | Rubino Architects is the district's architect of record; and

WHEREAS, funds are included in the SY 23-24 budget as a withdrawal from capital reserve;

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF CLOSTER IN THE COUNTY OF BERGEN, NEW JERSEY AS FOLLOWS:

1. Di Cara | Rubino of Wayne, New Jersey is hereby retained to review program requirements and submit educational specifications to NJDOE, prepare construction documents, contract administration during construction, and coordinate required surveys.
2. The Business Administrator/Board Secretary is hereby authorized to execute the agreement, for a maximum amount of \$123,000 plus reimbursables.
3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

F. **APPROVAL – Submission of School Facilities Project**

Whereas, The Board of Education of Closter in the County of Bergen, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

MODULAR CLASSROOM ADDITION AT HILLSIDE ELEMENTARY SCHOOL

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CLOSTER IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.
2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. The District is not seeking a Grant.
4. This resolution shall take effect immediately.

G. **APPROVAL - Purchase and Installation of Various Network (IT) Switches**

Motion to approve the contract with Dyntek for the purchase and installation of various network switches in Tenakill Middle School. The contract amount is \$116,311.06 through the NJ State Contract #21-TELE-01506, and is funded using Capital Reserve as included in the SY 23-24 budget.

H. **APPROVAL - Instructional Resources**

Motion to approve the purchase of the following proprietary instructional programs/textbooks and web-based services for SY 2023-2024:

- Big Ideas Math (6-8) - \$11,979

I. **APPROVAL – Participation in Pennsylvania Education Purchasing Program**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, PEPPM (Pennsylvania Education Purchasing Program), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 24, 2023, the governing body of the Closter Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Closter Board of Education. Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

This resolution shall take effect immediately upon passage.

J. **APPROVAL – SY 2023-2024 Budget Implementation**

RESOLVED, that the Closter Board of Education authorizes the Superintendent of Schools and the School Business Administrator to implement the 2023-2024 school year budget.

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 - Extension for Joy (Sunghee) Lee as Grade 3 Long-Term Leave Replacement**
Motion to approve an extension for Joy (Sunghee) Lee as Long-Term Leave Replacement - Hillside Elementary Grade 3 Teacher (K.V.) - from May 23, 2023, until the end of the school year.

- B. **APPROVAL - Extension for Donna Koniuch as Plus Teacher Long-Term Leave Replacement**
Motion to approve an extension for Donna Koniuch as Long-Term Leave Replacement - Hillside Elementary Plus Teacher (J.M.) - from May 31, 2023, through June 5, 2023.

- C. **APPROVAL - Unpaid Leave of Absence - Sharon Mai**
Motion to approve an unpaid leave of absence for Sharon Mai, HES paraprofessional, from May 18 through May 29, 2023, with an anticipated return-to-work date of May 30, 2023.

- D. **APPROVAL - Leave of Absence for Gila Rachlin**
Motion to approve an extension of a leave of absence for Gila Rachlin, Speech Therapist, from May 8, 2023, to May 29, 2023, using 15 sick days with an anticipated return date of May 30, 2023.

- E. **APPROVAL - Leave of Absence for Alyssa Levy**
Motion to approve a leave of absence for Alyssa Levy, Grade 2 Teacher, from May 19, 2023 until the end of the school year, using 2.5 personal days and 14.5 sick days with an anticipated return date of September 1, 2023.

- F. **APPROVAL - Resignation of Bridget Duffy**
Motion to approve, with regrets, the resignation of Bridget Duffy, HES Paraprofessional, effective June 30, 2023.

- G. **APPROVAL - Summer Technology Assistant**
Motion to approve the summer employment of Angelo LaVaglia as Technology Assistant at a rate of \$20 per hour, starting June 20, 2023, until August 25, 2023, for a maximum of 150 hours.

H. **APPROVAL - Zena Said as Part-Time Speech Therapist for the 2023-2024 School Year**
Motion to approve Zena Said as part-time Speech Therapist, tenure track position, for the 2023-2024 school year at a salary of \$34,478.40 (which is 2/5 of the MA Step 10-11 \$86,196), with a start date of September 1, 2023, pending criminal history background check.

I. **APPROVAL - Maci DeCarlo as School Psychologist for the 2023-2024 School Year**
Motion to approve Maci DeCarlo as School Psychologist, tenure track position, for the 2023-2024 school year at a salary of \$71,216, MA Step 4, with a start date of September 1, 2023, pending criminal history background check.

J. **Ratification of Agreement with the Closter Education Association**
BE IT RESOLVED that the Closter Board of Education hereby ratifies and approves the collective bargaining agreement between the Board and the Closter Education Association for the 2022-2023, 2023-2024, 2024-2025 and 2025-2026 school years. The Board hereby authorizes and directs the Board President and the Business Administrator/Board Secretary to execute the collective bargaining agreement referenced above, as well as any other documents necessary to effectuate the collective bargaining agreement.

K. **RESOLUTION - Appointment of Vincent McHale, Superintendent of Schools**
BE IT RESOLVED that the Closter Board of Education (hereinafter referred to as the "Board") appoints Vincent McHale (hereinafter referred to as "McHale"), as the Superintendent of Schools for the Closter Public Schools effective July 1, 2023, and ending on June 30, 2028.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j), per Appendix B.

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with McHale for the position of Superintendent of Schools for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and McHale.

L. **APPROVAL - Substitute Teachers**
Motion to approve the following substitute teachers for the 2022-2023 School Year:

<u>Name</u>	<u>Certification</u>
Jordyn Rifkin	Pending Background Check
Ashley Jeong	NJ Substitute Certificate
Sajni Vora	Pending NJ Substitute Certification & Background Check

OLD/NEW BUSINESS

Revised June 2023 meeting dates:

June 12, 2023 (Monday)

June 26, 2023 (Monday)

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**

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.