

CLOSTER BOARD OF EDUCATION

Closter, New Jersey

AGENDA

REGULAR MEETING

Tenakill Middle School

November 17, 2022 - 7:30 PM

Call to order: _____ @ _____ P.M.

Roll Call:

Ms. Fanelli	_____
Ms. Kothari	_____
Ms. Kwon	_____
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, 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

PRINCIPALS' REPORTS

SUPERINTENDENT'S REPORT

BOARD COMMITTEES

Finance Committee 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 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 Motion A.

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

YEAS:

NAYS:

A. **APPROVAL - Minutes**

Motion to approve October 22, 2022 minutes.

CURRICULUM AND INSTRUCTION COMMITTEE

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

Moved by _____, seconded by _____ to approve Motions A & B.

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

YEAS:

NAYS:

A. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member(s): Jennifer Levy
Conference: The Role of the School Climate Team
Location: Virtual
Date: 12/8/22
Cost to Board: \$52.20 (AM substitute)

Staff Member(s): Rosemarie Munoz
Conference: Kindergarten Teacher Observation
Location: Northvale Public Schools
Date: 11/22/22
Cost to Board: \$52.20 (AM substitute)

Staff Member(s): Kate Weisenseel
Conference: Counselor Meeting - Grade Eight Scheduling
Location: NVRHS-OT
Date: 12/16/22
Cost to Board: \$0

B. APPROVAL - Field Trips

Motion to approve the following field trips:

School: Tenakill Middle School
Group: Grades 7 and 8
Month: December 2022
Destination: NVRHS-D
Location: Demarest, NJ

School: Hillside Elementary School
Group: Grade 1
Month: May 2023
Destination: Turtleback Zoo
Location: West Orange, NJ

School: Tenakill Middle School
Group: Tenakill Singers
Month: January 2023
Destination: NVRHS-D
Location: Demarest, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

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

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

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 October 2022.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for October 2022.

c. Transfer of funds for October 2022.

B. APPROVAL - Monthly Bills

Motion to approve payment of bills from November 1, 2022, to November 16, 2022, in the amount of:

General Fund (Fund 10)	\$1,154,261.67
Special Revenue (Fund 20)	\$ 16,717.60
Enterprise (Milk – Fund 60)	\$ 709.20
Total	\$1,171,688.47

C. APPROVAL - Staff Remuneration

Motion to approve remuneration to staff members as follows:

Staff Member: Jennifer Levy
 Course: Leadership in Learning Communities: From Theory to Practice
 College/University: William Paterson University
 Remuneration: \$1,000.00

D. APPROVAL - Snow Removal Services Contract

Motion to approve the contract with Green Meadows Landscape Contractors for Snow Removal Services in Hillside Elementary School and Tenakill Middle School. A cost analysis was conducted to compare the proposals submitted, and the Board hereby awards the contract based on the following rate, time and materials pricing:

Hillside	Categories	Per Storm Rates
	0 - 1.99 inches	\$ 1,000.00
	2 - 3.99 inches	\$ 1,200.00
	4 - 5.99 inches	\$ 1,500.00
	6 - 7.99 inches	\$ 1,890.00
	8 - 9.99 inches	\$ 2,400.00
	10 - 11.99 inches	\$ 3,100.00
	Above 12 inches	\$325 per inch
	Shoveling of Walkways	Range of \$850 - \$2,650 based on snow inches
	Other Services	Application of Salt as needed at \$600 per application & \$65 per bag

Tenakill	Categories	Per Storm Rates
	0 - 1.99 inches	\$ 675.00
	2 - 3.99 inches	\$ 850.00
	4 - 5.99 inches	\$ 1,075.00
	6 - 7.99 inches	\$ 1,350.00
	8 - 9.99 inches	\$ 1,700.00
	10 - 11.99 inches	\$ 2,125.00
	Above 12 inches	\$225 per inch
	Shoveling of Walkways	Range of \$675 - \$2,125 based on snow inches
	Other Services	Application of Salt as needed at \$400 per application & \$65 per bag

E. **ACCEPTANCE - School Nutrition Program Report of Procurement Review**

Motion to accept the School Nutrition Program Report of Procurement Review from the NJ Department of Agriculture - Division of Food and Nutrition for the period July 1, 2021 to May 31, 2022. The report indicates that Closter Public Schools was in compliance with Federal/State/Local Procurement regulations.

F. **RESOLUTION - Approval of Bond Counsel Services**

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey, including the preparation and review of procedures in connection with such obligations and the rendering of approving legal opinions acceptable to the financial community in connection therewith; and

WHEREAS, such special legal services can be provided only by a recognized law firm, and the law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose.

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

1. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute a Bond Services Contract (the "Contract").
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.

G. **RESOLUTION - Approval of Financial/Municipal Advisor**

WHEREAS, there exists a need for specialized financial and municipal advisor services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey; and

WHEREAS, such services can be provided only by a financial advisor, and the Phoenix Advisors, LLC in Bordentown, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose.

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

1. Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to provide specialized financial consulting services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute the agreement.
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.

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

WHEREAS, there exists a need for specialized architectural services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Closter in the County of Bergen (the "Board"), a body corporate of the State of New Jersey; 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 or will be available for this purpose.

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 update the NJDOE application and referendum scope in connection with the capital program and the authorization and the issuance of obligations by the Board.
2. The Board President and the Board Secretary are hereby authorized to execute the agreement.
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.

PERSONNEL AND MANAGEMENT COMMITTEE

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

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

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

YEAS:

NAYS:

A. APPROVAL - Patricia Higgins as Paraprofessional for the 2022-2023 School Year

Motion to approve Patricia Higgins as paraprofessional for the 2022-2023 school year at a rate of \$19.23 per hour, 5.75 hours per day, pending criminal history background check.

B. APPROVAL - Home Instruction for Student #301065

Motion to approve Julianna Kadian and Kerry Sidrow for home instruction for Student #301065 for a total of ten hours per week at a rate of \$50.00 per hour as follows:

- Ms. Kadian - 3 days per week (Mondays, Wednesdays and Fridays) for 2.5 hours per day
- Ms. Sidrow - 1 day per week (Thursdays) for 2.5 hours per day

C. APPROVAL - Substitute Teachers / Substitute Custodian

Motion to approve the following substitutes for the 2022-2023 school Year; pending criminal background history.

Substitute Teacher

<u>Name</u>	<u>Certification</u>
Mary Beth Topor	NJ Substitute Certification
Beth Bertin	NJ Teacher Certification

Substitute Custodian

John Westcott

D. APPROVAL - Donna Koniuch as Substitute for the Academic Assistance Program at Hillside School

Motion to approve Donna Koniuch as a substitute for the Academic Assistance Program (AAP) at Hillside School for the 2022-2023 school year.

E. APPROVAL - Kate DeRosa for FMLA Leave

Motion to approve Kate DeRosa for a leave of absence from February 8, 2023, through June 30, 2023, as follows:

- Paid sick leave from February 8, 2023, through April 6, 2023, using 37 sick days; and
- An FMLA and NJFLA child bonding leave from April 11, 2023, through June 30, 2023, (including spring break).

- F. **APPROVAL - Catherine Chow as Full-Time Tenakill School Secretary**
 Motion to approve Catherine Chow as full-time 10-month School Secretary at Tenakill Middle School, at a salary of \$48,838, Step 2, starting January 1, 2023.
- G. **APPROVAL - Retirement of Rebecca Dippolito**
 Motion to approve, with regrets, the retirement of Rebecca Dippolito from the Closter School District as of April 1, 2023.
- H. **APPROVAL - Michelle Lee-Ein as Art Teacher at Tenakill Middle School**
 Motion to approve Michelle Lee-Ein as art teacher, tenure-track position, at TMS. Salary will be \$64,707, BA Step 6, with a start date of January 5, 2023, pending criminal history background check.

POLICY COMMITTEE

Chairperson: Ms. Micera; Members: Ms. Fanelli, Ms. Finkelstein, Ms. Kothari

Moved by _____, seconded by _____ to approve Motion A.
 Motions was _____ by a roll call vote of the Board as follows:

YEAS:

NAYS:

- A. **APPROVAL - Second Reading of Policies and Regulations**
 Motion to approve the second reading of the following policies and regulations
 Motion to approve the first reading of the following policies and regulations per Appendices B and C attached:

- Regulation 3270 Lesson Plans and Plan Books
- Regulation 5513 Care of School Property
- Policy 0163 Quorum
- Policy 1151 Board of Education Website Accessibility
- Policy 2415 Every Student Succeeds Act
- Policy 3270 Professional Responsibilities
- Policy 5111 Eligibility of Resident/Non-Resident Students
- Policy 5513 Care of School Property
- Policy 5517 School District Issued Student Identification Cards
- Policy 5722 Student Journalism
- Policy 5830 Student Fundraising

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:

Negotiations

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.