

**CLOSTER BOARD OF EDUCATION**  
***Closter, New Jersey***

MINUTES  
REGULAR MEETING  
Tenakill Middle School  
September 19, 2019  
7:30 PM

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The Board meeting was called to order by President Lambert at 7:30 PM

The following Board members were present:

Ms. Stephanie Lee, Mr. Linn, Ms. Finkelstein, Ms. Sung Min Lee, Ms. Bhagat,  
Ms. Micera, Ms. Kothari, Ms. Kwon, Mr. Lambert

The following Board members were absent:

None

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 shared with the board the following items for HES:

- Successful first day of school and new procedures for drop-off and pick-up.
- Back To School Night went smoothly and received positive feedback from parents.
- First lockdown drill with police debriefing and meetings to review procedures.
- Upcoming events:
  - Book Fair
  - PD in the area of mini google with Joanne Iyo

*SUPERINTENDENT'S REPORT*

Mr. McHale thanked all district personnel, parent group and board trustees for a successful opening of SY 2019-2020.

Mr. McHale also reported the following:

- Closter 9/11 Memorial Service attended by the 8th graders
- No Fuss Lunch Program
- Upcoming book fair sponsored by the PTO
- School closure on September 30th for Rosh Hashanah
- Board of Education Retreat scheduled for October 29th.

### MINUTES

Moved by Mr Linn seconded by Ms Finkelstein to approve the following minutes.

August 29, 2019 - Regular Meeting

Motion was unanimously carried by voice vote of the Board.

### PUBLIC DISCUSSION on AGENDA ITEMS

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

Tenakill Student MG shared his concerns with the Board regarding the 9/11 Memorial Service.

Mr. Lambert & Mr. McHale responded that the Board will work with the Borough to address the concerns.

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

### CURRICULUM AND INSTRUCTION COMMITTEE

**Chairperson Ms. Sung Min Lee, Ms. Bhagat, Mr. Linn**

Moved by Ms Sung Min Lee seconded by Mr Linn to approve Motions A-D.

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

YEAS: Ms Stephanie Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Bhagat, Ms Micera, Ms Kothari, Ms Kwon, Mr Lambert

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: Min Jeong Kim  
Course No./Title: MAT 914 Patterns and Problem Solving  
Institution: Fresno Pacific University  
Credits: 3

Staff Member: Min Jeong Kim

Course No./Title: MAT 913 Great Mathematicians After 1700  
Institution: Fresno Pacific University  
Credits: 3

B. **APPROVAL - Field Trips**

Motion to approve the following field trips:

School: Tenakill  
Group: Grade 8  
Month: November 2019  
Destination: Statue of Liberty / Ellis Island  
Location: New York, NY

School: Tenakill  
Group: Grade 8  
Month: May 2020  
Destination/Location: Washington, D.C.

School: Tenakill Middle School  
Group: Grade 6  
Month: November 2019  
Destination: NY YMCA Camp - Greenkill Outdoor Education Ctr.  
Location: Huguenot, NY

School: Tenakill  
Group: Grade 8  
Month: October 2019  
Destination: NVRHS  
Location: Demarest, NJ

School: Tenakill  
Group: Grades 7 and 8  
Month: December 2019  
Destination: NVRHS  
Location: Demarest, NJ

School: Hillside  
Group: Grade 4  
Month: December 2019  
Destination: Metropolitan Opera, Lincoln Center  
Location: NYC, NY

School: Hillside  
Group: Grade 3  
Month: May 2020  
Destination: Carnegie Hall  
Location: NYC, NY

C. **APPROVAL - Staff Conferences**

Motion to approve the following staff conferences:

Staff Member/s: Ashley (deGraaf) Buckley  
Conference: 34th Annual Fall Conference: Beyond Decoding  
Location: Somerset, NJ  
Date: 10/4/2019  
Cost to Board: \$235.00 (non-member fee)

Staff Member/s: Regina Pesce  
Conference: 34th Annual Fall Conference: Beyond Decoding  
Location: Somerset, NJ  
Date: 10/4/2019  
Cost to Board: \$195.00 (member fee)

Staff Member/s: Lori Scalera  
Conference: 34th Annual Fall Conference: Beyond Decoding  
Location: Somerset, NJ  
Date: 10/4/2019  
Cost to Board: \$195.00 (member fee)

Staff Member/s: Alyssa Levy  
Conference: 34th Annual Fall Conference: Beyond Decoding  
Location: Somerset, NJ  
Date: 10/4/2019  
Cost to Board: \$195.00 (member fee)

Staff Member/s: Alexandra Earle  
Conference: Bergen Co. Tech Schools MS Counselor Teacher Info Session  
Location: Teterboro, NJ  
Date: 9/25/2019  
Cost to Board: \$0

Staff Member/s: Margaret Churchill, Sarah Rhee, Kathy Lee, Eileen Kennedy,  
Conference: SIOP Training of Trainers  
Location: Hillside Elementary School  
Date: 9/25/2019 and 10/7/2019  
Cost to Board: \$2,000 (Title III funded for 4 ESL teachers)

Staff Member/s: Vince Salvati  
Conference: NJ Sysadmin Mtg.  
Location: Fairfield, NJ  
Date: 10/4, 11/1, 12/6/2019; 1/31, 2/7, 3/6, 4/3, 5/1, 6/5/2019  
Cost to Board: \$0

- D. **APPROVAL - Partnership with Teachers College, Columbia University**  
Motion to approve a partnership with Teachers College, Columbia University to conduct research on ways to improve students' understanding of rational numbers (fractions and decimals) as per Appendix A.

**FINANCE AND PHYSICAL PLANT COMMITTEE**

***Chairperson Ms. Kothari, Ms. Kwon, Ms. Stephanie Lee***

Moved by Ms Kothari, seconded by Micera to approve Motions A-C.

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

YEAS: Ms Stephanie Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Bhagat, Ms Micera, Ms Kothari, Ms Kwon, Mr Lambert

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 per Appendix B attached:

- a. Board Secretary and School Treasurer Financial Reports for August 2019.
- b. Board of Education's Monthly Certification of Budgetary Major Account /Fund status for August 2019.
- c. Transfer of funds for August 2019.

B. **APPROVAL - Monthly Bills**

Motion to approve payment of bills from August 29, 2019 to September 16, 2019 in the amount of:

General Fund (Fund 10)	\$1,411,174.58
Special Revenue (Fund 20)	\$ 257,921.61
Enterprise (Milk – Fund 60)	<u>\$ 765.00</u>
TOTAL	\$1,669,861.19

C. **APPROVAL - Use of Facilities**

Motion to approve the following use of district facilities:

- Gymnasium at Hillside Elementary School for the PTO Book Fair September 23 - 26, 2019.
- Hallways at Tenakill Middle School for the PTO Book Fair October 14 - 16, 2019.
- Tenakill Middle School Gymnasium for Closter Recreation Department for Basketball September 2019 to November 2019 - 2 nights per week.
- Hillside Elementary School Gymnasium for Closter Recreation Department for Badminton September 2019 to December 2019 - 2 nights per week.
- One(1) Hillside Elementary Classroom for the Cub Scouts on September 25, October 16, October 30 and November 20, 2019.

- One(1) Hillside Elementary Classroom for the Girl Scouts Daisy meetings on October 10, November 21, December 12, 2019; January 9, February 6, March 12, April 16, May 14 and June 11, 2020.

PERSONNEL AND MANAGEMENT COMMITTEE

**Chairperson Ms. Finkelstein, Ms. Micera, Mr. Lambert**

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

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

YEAS: Ms Stephanie Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Bhagat, Ms Micera, Ms Kothari, Ms Kwon, Mr Lambert

NAYS: None

**A. APPROVAL - Substitute Teachers/Nurse**

Motion to approve the following substitute teachers/nurse for the 2019-2020 school year:

<u>Name</u>	<u>Certification</u>
Maria Pilar Orta Romero	NJ Teacher Certification
Robert Scozzafava	NJ Substitute Certification
Susan Struss	NJ Substitute Certification
Jessica Sein	NJ Substitute Certification
Joshua Fronefield	NJ Substitute Certification
Melisa Skific	NJ Registered Nurse
Sheryl Wagner	NJ Teacher Certification

**B. APPROVAL - Paraprofessional Staff Statement of Assurance**

Motion to approve the Paraprofessional Staff Statement of Assurance for the 2019-2020 school year.

**C. APPROVAL - SY 2019-2020 Paraprofessionals**

Motion to approve, upon the recommendation of the Superintendent, the appointment of Paraprofessionals for the 2019-2020 school year (revised from August 29, 2019 meeting), attached hereto as Appendix C.

**D. APPROVAL - Paraprofessionals Resignation**

Motion to approve the resignation of the following paraprofessionals for SY 2019-2020:

- Souhalia Eldana
- Alison Tenore
- Teresa Viole (as of 9/30/19; last day is 9/27/19)

**E. APPROVAL - Substitute Custodian Rate**

Motion to approve the SY 2019-2020 hourly rate for Substitute Custodians at \$18.00/hour.

F. **APPROVAL -Substitute Paraprofessional**

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

- Mayuli Copeland

G. **APPROVAL - Paraprofessional**

Motion to approve the following Paraprofessionals for the 2019-2020 School year:

- Joshua Fronefield - Tenakill Middle School 4 hours/day - \$18.03/hr
- Eldira Gjata - Hillside Elementary School 4hours/day - \$18.03/hr

H. **APPROVAL - Teacher Evaluation Equivalency Waiver Application**

Motion to approve the Teacher Evaluation Equivalency Waiver Application for the 2019-2020 school year to adopt the Marshall Rubric.

I. **APPROVAL- Change of Hours for Paraprofessionals**

Motion to approve the following revision of hours for Paraprofessionals for the 2019-2020 school year:

- Meylen Ho - from 5.75 hours/day to 5.83 hours/day
- Rosemarie Villani - from 5.50 hours/day to 5.83 hours/day
- Joseph Bonasarte - from 4.50 hours/day to 4.84 hours/day
- Changhui Sun - from 5.50 hours/day to 5.66 hours/day
- Elaine Schiffman - from 5.00 hours/day to 5.50 hours/day

J. **APPROVAL - Leave of Absence - Staci Levine**

**Resolved** that Staci Levine shall be granted a leave of absence from 10/1/19 through 4/14/20, utilizing 25 sick leave days, 15 extended payment days, 12 weeks of leave under the Family Medical Leave Act and the New Jersey Family Leave Act, as well as 10 weeks of discretionary leave under the Board Policy No. 4151.10.

**BE IT FURTHER RESOLVED** that Levine shall return to work on 4/15/20.

**BE IT FURTHER RESOLVED** that the dates of said leave may be adjusted based on certification from Levine's physician.

K. **APPROVAL - Clinical Practice - Dylon Haviland**

Motion to approve Clinical Practice for Dylon Haviland, from New Jersey City University, with Mrs. Abbey as follows:

Every Wednesday: 9/4/19 -12/11/19

Every Day: 1/22/20 - 5/6/20

L. **APPROVAL - Student Field Experience**

Motion to approve Clinical Practice for Ani Chakanian, from Fairleigh Dickinson University, with Ms. Belnick as follows:

10/1/19 - 11/30/19, for a total of 10 days (2-3 days per week)

M. **APPROVAL - PM Loop Duty**

Motion to approve the following staff for PM Loop Duty at a rate of \$20.21 per session:

- Charlene Gerbig
- Leanne Schettino
- Judy Eller
- Kristin Talty
- Claire Pidi
- **SUBS:** *Wendy Bajakian, Katie Maher and Jamie Marotti*

N. **APPROVAL - Medical Leave of Absence**

Motion to approve the medical leave of absence for Jeffrey Morrow, Hillside Elementary School custodian. Paid leave from August 26 - October 8, 2019, unpaid leave from October 9, 2019 with an anticipated return date of January 2, 2020.

**POLICY COMMITTEE**

***Chairperson Ms. Micera***

Moved by Ms Micera, seconded by Ms Sung Min Lee to approve Motions A-B.

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

YEAS: Ms Stephanie Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Bhagat, Ms Micera, Ms Kothari, Ms Kwon, Mr Lambert

NAYS: None

A. **APPROVAL - SECOND READING - Policy & Regulation**

Motion to approve the second reading of the following:

- Policy #5141.21 and Regulation #5141.21 - Administering Medication
- Policy #5118 - Nonresidents
- Policy #3541.31 - Privately Owned Vehicles

B. **APPROVAL - FIRST READING - Policy & Regulation**

Motion to approve the first reading of the following: as per Appendix D.

- Policy #4112.4 / 4212.4 Employee Health

**BOARD COMMITTEES**

- Personnel Committee met with the Superintendent and BA earlier in the evening to discuss some goals for the year.

**OLD/NEW BUSINESS**

- Mr. Villanueva reminded the Board members to complete their mandated training.



PUBLIC DISCUSSION

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

There were no public comments.

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

CLOSED SESSION MOTION (If required)

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

YEAS: Ms Stephanie Lee, Mr Linn, Ms Finkelstein, Ms Sung Min Lee, Ms Bhagat, Ms Micera, Ms Kothari, Ms Kwon, Mr Lambert

NAYS: None

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

- Acquisition of real property
- Matters falling within the attorney-client privilege

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 8:17 PM.

The Board reconvened from Closed Session at 9:08 PM.

ADJOURNMENT

Moved by Ms Micera, seconded by Ms Finkelstein to adjourn the meeting at 9:09 PM.

Respectfully submitted,



Floro M. Villanueva Jr.  
School Business Administrator/Board Secretary