

**MINUTES**

*NOTE: Be advised that the Board may recess into executive session at anytime during the meeting.*

**OPENING** - Meeting called to order by President at 6:06 pm

**ROLL CALL**

Mr. Acanfora 6:25 Mrs. Allen 6:34 Mr. Cox x Mrs. Hamilton x  
Mr. Lopez Absent Mr. Offreda x Mr. Riveros x Mr. Young x  
Mrs. Lahullier x  
Superintendent Kollinok x Mr. Arifaj x Mrs. Henke x

**FLAG SALUTE**

**OPENING STATEMENT**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the Carlstadt Board of Education has caused notice of this meeting to be announced by having the time, date, and location and, to the extent known, the agenda of the meeting thereof, posted on the official bulletin board of this public body more than 48 hours prior to said meeting.

Further action was taken by forwarding a copy of said meeting notice more than 48 hours in advance to the following persons or newspapers:

Office of Carlstadt Borough Clerk  
Business office of The Record, Star Ledger and The South Bergenite

**PRESENTATIONS:** N/A

**APPROVAL OF MINUTES:** June 6, 2016 Work Session Meeting  
June 6, 2016 Executive Session

Moved: Mr. Young Seconded Mr. Cox  
Mr. Acanfora --- Mrs. Allen --- Mr. Cox Abstain Mrs. Hamilton x  
Mr. Lopez --- Mr. Offreda x Mr. Riveros x Mr. Young x  
Mrs. Lahullier x

## **REPORT OF SUPERINTENDENT**

GOOD EVENING. I WOULD LIKE TO TAKE THIS OPPORTUNITY TO WELCOME THOSE OF YOU IN ATTENDANCE AT TONIGHT'S BOARD OF EDUCATION MEETING.

1. We continue to maintain 20 registrations for next year's Pre-K. I will keep the Board updated regarding the final determination as to whether we will have one or two sections of Pre-K during our July Board of Education meeting.
2. The Kindergaten orientation was held on June 13<sup>th</sup> for the children and parents. Much thanks to Mr. Foy, Ms. Evans, Mrs. Olsson, Mrs. Polifronio for discussing the program. A thank you to Mrs. Penna for also being there to talk about the PTA and its role in the district.
3. The Recycling Awards were held on this past Monday, June 20<sup>th</sup> at 6:30 p.m. at Boro Hall. Again, much thanks to Mrs. Anderson for being our recycling go to person.
4. Our 8<sup>th</sup> grade students had a wonderful time in Washington D.C. on June 10-12. Thank you to our 8<sup>th</sup> grade teachers, Mrs. Polifronio and Mr. Foy for their assistance with the trip. A special thank you to all of the students, parents and staff for their cooperation and understanding with the traffic delays that occurred on the way home.
5. The eighth grade buffet awards dinner was held last Wednesday, June 15<sup>th</sup> to again honor all of the graduates and to present both academic and other special awards to deserving students.
6. Under the Harassment, Intimation, and Bullying Law, I as Superintendent am required to report to the Board of Education no later than the date of the next Board meeting results of investigations regarding HIB when those investigations have been completed. We had zero incidents of HIB completed since the last Board meeting.
7. I had the pleasure of attending the 150<sup>th</sup> School Picnic this past Saturday. A much deserved thank you to all who assisted with the planning and organization of this event. It was attended by many students and community members. Of course the weather could not have been any better. It was a huge success.
8. Tonight, we will be saying thank you to an individual who has served as a Board of Education member. Adrianna Allen has been a Carlstadt Board of Education member since 2010. Adrianna has always placed the needs of the students first, and has done her best to assist with maintaining the excellence of our school

district. We wish Adrianna and her family well as they write a new and exciting chapter in their lives. Thank you Adrianna.....

9. Our next Board of Education meeting is scheduled for July 19, 2016. As the result of Mrs. Allen leaving the Board, the Board will need to review all letters/resumes submitted and interview legally qualified candidates at the public meeting on July 19<sup>th</sup>. Potential candidates will be advised of the interview schedule. We will advertise publicly for the open seat starting tomorrow on line and in the school.

Mrs. Lahullier, so ends my report.

### **REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY**

**GOOD EVENING. I WOULD LIKE TO TAKE THIS OPPORTUNITY TO WELCOME THOSE OF YOU IN ATTENDANCE AT TONIGHT'S BOARD OF EDUCATION MEETING.**

1. The 8<sup>th</sup> grade graduation was a success and well attended. I would like to thank the custodians and all involved for their hard work.
2. Included on tonight's agenda is a resolution to add an amount not to exceed \$192,041 to our Maintenance Reserve to help cover future costs associated with the facilities and the remaining monies above the 2% cap in surplus into Capital Reserve for the costs associated with the Long Range Facilities Plan. After putting these funds in to the reserves our Maximum Maintenance Reserve will be at \$635,475. We will still have close to \$344,865 in excess surplus which will become budgeted fund balance for the 2017-2018 school year. That should help us stay within the 2% cap for that year.
3. We had our walk thru regarding the lighting project that has been going on for several months. With the exceptions of some minor punch list items we are very pleased with the lighting outcome.
4. Reminder: The nominating petition for November school election must be filed with the Bergen County Office on or before July 26, 2016. The candidate information and petition for November school election can be found on the district's website.
5. Our next board meeting is scheduled for Tuesday, July 19th. The meeting has a full agenda there will be presentations in addition to completing the board interviews. Please place this date on your calendar because we are looking for all to be present. Being that we have a full meeting, does the Board want to move the meeting up to 6:00.

Mrs. Lahullier so ends my report.

**HEARING OF CITIZENS ON AGENDA ITEMS ONLY None**

**Any citizen present who wishes to be heard on agenda items only, should raise his/her hand to be recognized, state name and address, and limit remarks to five minutes in accordance with board policy. Another Hearing will be conducted after new business for any other matter. The hearing of citizens shall not exceed one hour.**

President closes hearing of citizens.

Mr. Riveros left meeting at 6:25pm

**REPORT OF COMMITTEES**

**INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mr. Young)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the adoption and implementation of a trimester skills based report card in grades one through four that will assess students based upon knowledge and mastery of skills determined by the New Jersey Core Curriculum Content Standards and the Common Core State Standards.
2. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for Kelly Ydrovo from MA+15 Step C, \$62,657 to MA+30 Step D, \$68,345, for the 2016-2017 school year.
3. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for Jill Bollinger from BA+15 Step C, \$53,239 to MA Step D, \$60,091, for the 2016-2017 school year.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the nurse's contract for Valeria Azuma for the 2016-2017 school year.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Stephen Gray as part-time night custodian for the 2016-2017 school year, on Step 1 of the custodian salary guide pro-rated to \$22,635.40, plus \$750.00 night shift differential, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves Marisol Pardo-Jose as substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
7. Upon the recommendation of the Superintendent of Schools, the Board approves Enid Ondarza as substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.



**FINANCE COMMITTEE: (Mrs. Hamilton)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending May 2016 as presented pursuant to N.J.A.C. 6A:23-2:11(a), the Carlstadt Board of Education acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of knowledge, as of May 2016 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2:11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the Cash Report of School Moneys for the month ending May 2016 as presented per N.J.A.C. 6A:23-2.11(c)4.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the transfer of funds for the month ending May 2016 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2015/2016 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for June 2016 as presented.
5. Upon recommendation of the Superintendent of Schools, the Board approves the contract with the South Bergen Jointure Commission for 2015-16 school year in the amount of \$6,875 prorated for student #22742.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure Commission for the extended school year tuition in the amount of \$3,090 per student for student # 22101, 22743, 22408, 22537, 22722, 22729, 22742.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Westbridge Academy for the 2016-2017 school year in the amount of \$73,020.40 for student # 22454.
8. Upon the recommendation of the Superintendent of Schools, the Board authorizes Hillmar LLC to perform translation for early intervention for PT and OT for a max of 4 hours not to exceed \$400.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure Commission and the Carlstadt Public School to provide services for the 2016-17 school year for a max of 20 sessions not to exceed \$1300 for student # 22619.

10. Upon the recommendation of the Superintendent of Schools, the Board approves the resolution to transfer Current Year Surplus, as follows:

**Transfer of Current Year Surplus to Reserve**

WHEREAS, NJSA 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the commissioner of education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education has determined that an amount not to exceed \$192,041 is available for such purpose of transfer, and

WHEREAS, the Carlstadt Board of Education will not exceed maximum allowable amount defined by the district's M-1 Form to be transferred to the Maintenance Reserve Account, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education wishes to transfer the remaining monies above the 2% cap in surplus into the Capital Reserve, and

WHEREAS, the Carlstadt Board of Education will not exceed the maximum allowable amount defined by the district's Long Range Facilities Plan to be transferred to the Capital Reserve Account, and

NOW THEREFORE BE IT RESOLVED, by the Carlstadt Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

11. Upon the recommendation of the Superintendent of Schools, the Board appropriates \$114,067 (Extraordinary Aid) to increase the following:

11-105-100-101-00	Salaries-Pre-K
\$18,000	
11-110-100-101-00	Salaries-Kindergarten
\$13,000	
11-130-100-101-02	Curriculum Devel.





**UNFINISHED BUSINESS**

Mrs. Lucia Suarez of 438 6<sup>th</sup> Street wanted to share with the board memorable bags for the 150<sup>th</sup> Anniversay town picnic.

**NEW BUSINESS**

Upon the recommendation of the Superintendent of Schools, the Board accepts, with regret, the resignation of Adrianna Allen, Board Member, effective June 23, 2016.

7-0 Yes

Mrs. Lahullier and the Board wanted to thank Mrs. Allen for all your dedicated years. I wish you many happy and healthy years of memories in your new home.

Mr. Kollinok advised the procedure with the appointing of the new nominees. A letter of interest must be sent in by July 8<sup>th</sup>, 2016.

Mrs. Lahullier suggested to the board to move the Goal Setting Session to the September 20<sup>th</sup> meeting at 6:00pm.

Mrs. Lahullier also mentioned the importance of the board members attendance for the next couple of meetings to have a full quorum.

The board discussed the upcoming meetings of July 19<sup>th</sup> and September 20<sup>th</sup>, 2016 to change meeting time from 7:00 pm to 6:00 pm.

7-0 Yes

**HEARING OF CITIZENS: None**

**Any citizen present, who wishes to be heard, should raise his/her hand to be recognized, state name and address, and limit remarks to five minutes in accordance with board policy. Matters of a personal nature must first have been exhausted through the proper channels. The hearing of citizens shall not exceed one hour.**

President closes hearing of citizens.

**ANY ACTION ARISING FROM HEARING OF CITIZENS**

**RECESS INTO EXECUTIVE SESSION**

**WHEREAS, the Open Public Meetings Act and Carlstadt board policy reserve the right within the constraints of state law to sit in executive session; and**

**WHEREAS, there now exists a need for this board to meet in an executive session; now, therefore, be it**

**RESOLVED, that the Carlstadt Board of Education hold an executive session for the purpose of personnel and be it further**

