

AGENDA

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

OPENING - Meeting called to order by President

ROLL CALL

Mr. Christiano _____ Mr. Cox _____ Mr. Ficetola _____ Mr. Figueroa _____
Mrs. McNeill _____ Mrs. Nunziato _____ Mr. Shah _____ Mr. Riveros _____
Mr. Offreda _____

Superintendent Mr. Kollinok _____ Assistant Superintendent Ms. Evans _____
Interim Business Administrator Mr. DiGeronimo _____
Administrative Assistant Mrs. Henke _____

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:

APPROVAL OF MINUTES:

Moved _____ Seconded _____
Mr. Christiano _____ Mr. Cox _____ Mr. Ficetola _____ Mr. Figueroa _____
Mrs. McNeill _____ Mrs. Nunziato _____ Mr. Shah _____ Mr. Riveros _____
Mr. Offreda _____

REPORT OF SUPERINTENDENT

REPORT OF ASSISTANT SUPERINTENDENT

**REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY
HEARING OF CITIZENS ON AGENDA ITEMS ONLY**

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.

REPORT OF COMMITTEES

INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mr. Cox)

1. Upon the recommendation of the Superintendent of Schools, the Board accepts the resignation of Evan Morley, District Facility Manager. Mr. Morley's last day in the District will be March 20, 2020. He shall remain on payroll through March 30, 2020, utilizing his six (6) remaining accrued vacation days and health benefits through March 31, 2020
2. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Desmond McGoldrick as Long Term ESL Substitute Teacher, effective April 23, 2020 through June 30, 2020 at a rate of \$125 per day.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the membership and conference fee for Allison Evans and Janet Olsson for ISTE at a rate of \$550 per attendee for a total of \$1100.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the **amendment to previous motion # 5 adopted on March 2, 2020:** the Board approves the attendance of Stephanie Biamonte, Jill Bollinger and Eileen O'Rourke at "Mental Health Issues- K-5" sponsored by PESI at Carlstadt Public School, on Wednesday April 22, 2020 with a registration fee of **\$209.99 for the first attendee and \$49.99 per additional attendee for a total of \$309.97.**
5. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Allison Gorelick at the "New Jersey Speech and Hearing Association Convention" sponsored by NJSHA, on Thursday, April 23, 2020 and Friday, April 24, 2020, with a registration fee of \$250 and a maximum reimbursement of \$200.

LEGISLATIVE/POLICY COMMITTEE: (Mrs. Nunziato)

Moved _____ **Seconded**
Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____
Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____
Mr. Offreda _____

BUILDING/ GROUND/HISTORICAL COMMITTEE: (Mr. Riveros)

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from the Carlstadt Police Department for their use of the school on Saturday, March 7, 2020 and Saturday, March 14, 2020 from 8:00 am to 12:00 pm for training.

Moved _____ **Seconded**
Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____
Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____
Mr. Offreda _____

FINANCE COMMITTEE: (Mr. Figueroa)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending January 2020 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 January 2020 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 January 2020 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 January 2020 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2019/2020 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for March 2020 as presented.

5. A **RESOLUTION** appointing the Board of Trustees Fund Commissioner to the Bergen Municipal Employee Benefits Fund (BMED)

WHEREAS, the Carlstadt Board of Education is a member of the Bergen Municipal Employee Benefit Fund (hereinafter the BMED); and

WHEREAS, in accordance with the By-Laws and more specifically, the requirements of membership in the BMED, the Board of Trustees must appoint a Fund Commissioner to represent the Board of Trustees in all pertinent BMED affairs.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Carlstadt Board of Education, county of Bergen, State of New Jersey that

Megan Slamb, Business Administrator/Board Secretary

Is hereby appointed to serve as the Board of Trustees Fund Commissioner, to the Bergen Municipal Employee Benefits Fund, effective upon adoption of the Resolution, and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be forwarded to the Fund through the Board of Trustees Risk Management Consultant.

6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Care Plus to provide clearance evaluation for the 2019-2020 school year not to exceed \$200.00 for student ID#22441.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2019-2020 school year, not to exceed \$342.40 for student ID#23045.

8. **FOOD SERVICE MANAGEMENT COMPANY**

Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of Food Service Management with The **Pomptonian, Inc. (FSMC) for service operation for the Food Service Management Company from September 1, 2020 through June 30, 2021.**

BE IT RESOLVED, that the Carlstadt Board of Education “SFA” accepts the Food Service Management proposal from The Pomptonian, Inc. “FSMC” for the food service operation for the 2020-2021.

*Carlstadt Board of Education
Food Service 2019-2020
Management Fee and Guarantee Language*

The SFA shall reimburse FSMC for all reimbursable items. The SFA shall pay to FSMC a management fee of \$0.21 per meal served under the Child Nutrition Programs and for each Meal Equivalent served (the “Management Fee”). The number of program meals served to

children shall be determined by actual count. A “Meal Equivalent” provided by FSMC is determined by dividing the total of cash receipts, other than from sales of program Meal Equivalent Conversion Factor. **The Meal Equivalent Conversion Factor used to determine the number of Meal Equivalents served by FSMC shall be \$3.66.**

The FSMC guarantees the SFA a return a return of \$22,000.00 for the school year 2020-2021.

9. Upon the recommendation of the Superintendent of Schools, the Board approves the 2020-2021 lunch prices. Lunch prices will increase to \$3.25. Reduced meal prices will remain at \$.40. The adult meal price will increase to \$3.90. Upon the recommendation of the Superintendent of Schools, the Board approves the 2020-2021 breakfast prices will increase to \$1.60. Reduced meal prices will remain at \$.30. The adult meal price will increase to \$ 2.15. Recess milk prices are also to remain unchanged.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Lexikeet Language Services for translation services not to exceed \$750 for the 2019-20 school year using Title III funds.
11. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the Secure Vestibule Project at the Carlstadt Public School Project;

WHEREAS, on March 11, 2020, the Carlstadt Board of Education (“Board”) held a public bid opening for the Secure Vestibule Project at the Carlstadt Public School project (“Project”); and

WHEREAS, the Board received one (1) bid for the Project; and

WHEREAS, the lowest bid was submitted by Cypreco Industries, Inc., Neptune, NJ, with a base bid of Four Hundred and Forty Three Thousand, Nine Hundred and Sixty Three Hundred Dollars (\$443,963.00), with an additional Fifty Thousand Dollar (\$50,000) allowance; and Alternate 1 Site Lighting Replacement (\$15,000), Alternate 2 Canopy Modifications (\$27,000), and

WHEREAS, the Board has determined Cypreco Industries, Inc. to be the lowest responsible bidder,

NOW, THEREFORE, BE IT RESOLVED, that in accordance with N.J.S.A. 18A: 18A-1, et. seq., the Board hereby awards a contract for the Project to Cypreco Industries, Inc. in the amount of Four Hundred and Forty Three Thousand, Nine Hundred and Sixty Three Hundred Dollars (\$443,963.00), with an additional Fifty Thousand Dollar (\$50,000) allowance; and

BE IT FURTHER RESOLVED, the Business Administrator is authorized to return the bid securities to all but the one (1) lowest bidders, if requested; and

BE IT FURTHER RESOLVED, that the Board’s Construction Counsel is authorized to prepare the contract for the Project, obtain the documents required thereby, and transmit same to the Board; and

BE IT FURTHER RESOLVED, that upon receipt and approval of the Contractor’s bonds, insurance certificate and other documents required by the Contract, the Business Administrator is authorized to return the bid securities to the remaining bidders.

12. Adoption of Tentative Budget 2020-2021

Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the 2020-2021 **Preliminary** Budget as follows:

General Fund	\$ 13,949,265
Special Revenue Fund	\$ 260,134
Debt Service	<u>\$ 1,548,288</u>
Total	\$ 15,757,687

The amount to be raised by taxation is:

General Fund	\$ 11,008,426
Debt Service	<u>\$ 1,548,288</u>
Total	\$ 12,556,714

BE IT FURTHER RESOLVED; that the Carlstadt Board of Education authorizes the submission of the 2020-2021 Preliminary Budget and all required supporting documentation to the County Superintendent in accordance with the statutory deadline for review and approval.

BE IT FURTHER RESOLVED; that the Carlstadt Board of Education requests the approval of a capital reserve withdrawal for the 2020-2021 School Year in the amount of \$567,963. The district intends to use these funds as follows: Secure Vestibule Project – Upgrade to Secure Vestibule area, OT/PT room, Exterior lighting, and Main Entrance Canopy upgrade - \$567,963.

BE IT FURTHER RESOLVED; that the public hearing be held in the Carlstadt Public School Cafeteria, 550 Washington Street Carlstadt, New Jersey on May 4, 2020 at 6:00pm.

Moved _____ **Seconded** _____
Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____
Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____
Mr. Offreda _____

UNFINISHED BUSINESS

NEW BUSINESS

HEARING OF CITIZENS:

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 (*if needed*)

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

RESOLVED, that the public will be informed either later this evening after reconvening the public meeting; or at a future public meeting, said date is not predictable at the present time.

Motion to recess.

Moved _____ **Seconded** _____
Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____
Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____
Mr. Offreda _____

Motion to reconvene.

Moved _____ **Seconded** _____
Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____
Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____
Mr. Offreda _____

ADJOURNMENT:

Motion to adjourn meeting.

Moved

Seconded

Mr. Christiano _____ **Mr. Cox** _____ **Mr. Ficotola** _____ **Mr. Figueroa** _____

Mrs. McNeill _____ **Mrs. Nunziato** _____ **Mr. Shah** _____ **Mr. Riveros** _____

Mr. Offreda _____