

**SPECIAL MEETING MINUTES**

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

**OPENING** - Meeting called to order by President at 7:12 pm

**ROLL CALL**

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

Superintendent Kollinok  Ms. Pepe  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:** None

**APPROVAL OF MINUTES:** December 11, 2018 Regular Meeting  
December 11, 2018 Executive Session

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

**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. The Carlstadt Public School District has been in the process of preparing for this year's NJSLA administration which has taken the place of the PARCC administration. We will again stress the importance of having the student's take part in the administration of the test. Our participation numbers increased again last year over the previous year maintaining at least a 95% participation rate. We also continue to understand that it is a parental right to not have their child participate in the test administration. I will keep the Board updated continually as we move closer to the administration of the test.
2. The Carlstadt Public Schools Robotics Club attended the year's first South Bergen Jointure Commission Competition on December 12, 2018 at the Garfield Middle School. Much thanks to Mrs. Ydrovo, our robotics club advisor for assisting greatly with the competition and assisting the students with their preparation. We are also proud to announce that our students placed third in the competition.
3. The middle school winter concert is scheduled for next Thursday, January 17, 2019, at 7:00 p.m. in Gym A.
4. The Carlstadt Public School District 2018-2019 District Goals and Superintendent's merit goals are in progress. The first quarterly digital newsletter was completed and is currently on line. The second digital newsletter is scheduled to be completed by the end of January. We continue to have plans in place to conserve the amount of copy paper purchased, reduce photocopying and reduce the amount of ink and toner purchased in the district. I am working on revising the teacher policy manual that has not been changed in quite a long time. In addition, we completed the district's 10,000 steps per day contest that started on December 3<sup>rd</sup> and ended just prior to the holidays.
5. As of today, we have 35 students enrolled in the Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. All parents have paid the first installment of the tuition.
6. There are 539 students registered in our Pre-K through Grade 8 programs as of today. We are still far below the capacity of this building should a large number of students ever register in the near future.

7. On tonight's agenda, there is a first reading of a revision to policy 5111 Eligibility of Resident/Non-Resident students. The current policy will now include 8<sup>th</sup> grade students being permitted to remain in the district if their family moves out of Carlstadt on or after June 1<sup>st</sup> of that school year. This will align with the current Kindergarten through grade 7 policy. This is a necessary move to assist the Board in the future.
8. I will be meeting with the Superintendents from East Rutherford and Becton to discuss next year's district calendars this Friday, January 11<sup>th</sup>. We will again do our best to align the 3 districts when possible. Half days and professional days will continue to be at each district's discretion based upon need and contractual language.
9. Our next Board of Education meeting is scheduled for Tuesday, January 22<sup>nd</sup> at 7:00 p.m.
10. 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 investigated since the last Board of Education meeting.

Mr. Cox, so ends my report.

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

- I am pleased to report that, since the pipe remediation projects took place this past summer and fall, we have not identified any new leaks stemming from the piping. All replacements have held up nicely. The Fire Sprinkler System corrosion is completely remediated and we have not identified any new areas for concern. With regard to the heating pipes: we have repaired all sections that were considered highest risk, and will continue the analysis and replacement process this coming summer.
- The business office has begun working on the 2019-2020 budget and will begin with administrative consultation meetings this month. Once the new finance committee is determined a budget calendar will be distributed.
- The state has still not provided the information necessary for the auditors to provide the final audit report to the district. We are now past the original deadline provided, and have not received any new guidance. In the meantime, the district has already begun planning corrective action for the preliminary audit recommendations and has submitted all available required documentation to ensure compliance. We are in good standing both financially and in regard to law and compliance.

- The district architects are completing requested design options for the Lincoln School Bell as well as a few other anticipated projects for the summer. Those designs will be presented to the new Buildings and Grounds committee this month, once the committee is determined.

Mr. Cox, so ends my report.

#### **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.**

Mr. Jeff Fucci of 539 Hackensack Street questioned the Legislative Policy #P5111 as reflected on the agenda.

Mr. Kollinok provided clarification.

**President closes hearing of citizens.**

#### **REPORT OF COMMITTEES**

##### **INSTRUCTIONAL/PERSONNEL COMMITTEE: (     )**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the proposed Board of Education schedule of meetings calendar for the 2018-2019 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves Allison Evans as the Carlstadt Public School Safety Specialist.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the 2018-2019 Statement of Assurance Regarding the Use of Paraprofessional Staff.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Dawn Garrabrant at the “Phenomena & CER” workshop sponsored by PRISM on Friday, February 1, 2019, with a registration fee of \$150, plus the cost of a substitute.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Dawn Garrabrant at the “NGSS: Beyond the Basics” workshop sponsored by PRISM on Friday, February 15, 2019, with a registration fee of \$150, plus the cost of a substitute.



4. Upon the recommendation of the Superintendent of Schools, the Board approves with the request from the PTA to rescind their use of the Cafeteria on Friday, January 25, 2019 and approves their request to use the Cafeteria on Friday, February 1, 2019 from 6:00 pm to 9:00 pm. for Family Fun Movie Night.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the request from the PTA for the use of the Cafeteria on Monday, March 11, 2019 from 6:00 pm to 9:00 pm for Cupcake Wars.

**Moved Mr. Riveros**

**Seconded Mr. Ficetola**

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

**FINANCE COMMITTEE: ( )**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for December 2018 and January 2019 as presented.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#22532.
3. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#23017.
4. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#23038.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#22949.
6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Region V for OT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#22537.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Dr. Esther Fridman for Psychiatric evaluation for 2018-19 school year, not to exceed \$600.00 for student ID#22294.



**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 legal matters 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 at 7:14 pm

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

Motion to reconvene at 7:19 pm

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

**ADJOURNMENT:**

Motion to adjourn meeting 7:35 pm

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

Respectfully Submitted,

Mrs. Megan S. Slamb  
School Business Administrator/Board Secretary