



## **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. Young)**

1. Upon the recommendation of the Superintendent of Schools, the Board rescinds the appointment of Kaitlyn Gallagher as maternity leave replacement long term substitute teacher (non-tenure track), for Grade 5, from September 1 through December 23, 2016.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Victoria Crocitto as maternity leave replacement long term substitute teacher (non-tenure track), for Grade 5, from September 1, 2016, through December 23, 2016, at a cost of \$125.00 per diem.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the establishment of a School Liaison/Resource Officer Program for the 2016 – 2017 school year between the Carlstadt Police Department and the Carlstadt Board of Education at no cost to the school district.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the job title change for Allison Evans from “Supervisor of Curriculum and Instruction” to “Director of Curriculum and Instruction”.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Diana Silva and Therese Kearns at the Special Education Law in NJ workshop in Parsippany on October 27, 2016, with a registration fee of \$199.00.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Therese Kearns at the NJALC Writing Measurable Goals workshop and WJ IV- Putting the Pieces Together workshop in Bedminster on Saturday, September 24, 2016, and Saturday,, October 24, 2016, with a total registration fee of \$75.00.
7. Upon the recommendation of the Superintendent of Schools, the Board approves Jennifer Carlin as advisor of the second and third grade Technology Club, once a week after school, 3:00-4:00 p.m., from September 2016 through June 2017, at the contractual rate of \$48 per session.

8. Upon the recommendation of the Superintendent of Schools, the Board approves Jennifer Carlin as advisor of the sixth, seventh and eighth grade Technology Club - Coding, once a week after school, 3:00-4:00 p.m., from September 2016 through June 2017, at the contractual rate of \$48 per session.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the application of Cathy Cromelin for substitute teacher certification for the 2016-2017 school year, pending completion of all paperwork.
10. Upon the recommendation of the Superintendent of Schools, the Board approves Rosanna Cappeluti as a substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
11. Upon the recommendation of the Superintendent of Schools, the Board approves Carol Gomez as a substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
12. Upon the recommendation of the Superintendent of Schools, the Board approves Matthew Dickman as a substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.
13. Upon the recommendation of the Superintendent of Schools, the Board approves Emma Stagg as a substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.
14. Upon the recommendation of the Superintendent of Schools, the Board approves Hiral Bhavsar as a substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.
15. Upon the recommendation of the Superintendent of Schools, the Board approves to participate in the NJ Child Assault Prevention/Bergen County CAP Program for the 2016-2017 school year.

**Moved**

**Seconded**

**Mr. Acanfora** \_\_\_\_\_ **Mr. Cox** \_\_\_\_\_ **Mr. Ficetola** \_\_\_\_\_ **Mrs. Hamilton** \_\_\_\_\_  
**Mr. Lopez** \_\_\_\_\_ **Mr. Offreda** \_\_\_\_\_ **Mr. Riveros** \_\_\_\_\_ **Mr. Young** \_\_\_\_\_  
**Mrs. Lahullier** \_\_\_\_\_

**LEGISLATIVE/POLICY COMMITTEE: (Mr. Offreda)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the 2015 Revisions to the 2016-2017 Annual Update Uniform State Memorandum of Agreement pursuant to N.J.A.C. 6A:16-6.2b13-15.

2. Upon the recommendation of the Superintendent of Schools, the Board approves Policy, Board of Education Title page and the addendum for supplemental salaries for the 2016-2017 school year.

3. Upon the recommendation of the Superintendent of Schools, the Board approves on first reading the following Policies and Regulations:

Policy-New	#P3322	Staff Member's Use of Personal Cellular Telephones/ Other Communication Devices
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Policy-New	#P4322	Staff Member's Use of Personal Cellular Telephones/ Other Communication Devices
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4. Upon the recommendation of the Superintendent of Schools, the Board approves on second reading the following Policies and Regulations:

Policy-Revised	#P1220	Employment of Chief School Administrator (M)
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Policy-Revised	#P1310	Employment of School Business Administrator/Board Secretary
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Regulation-Revised	#P2414	Programs and Services for Students in High Poverty and in High Need School Districts (M)
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Policy-Revised	#P3111	Creating Positions
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Policy-Revised	#P3124	Employment Contract
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Policy-Revised	#P3125	Employment of Teaching Staff Members (M)
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Policy-Revised	#P3125.2	Employment of Substitute Teachers
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Policy-Revised	#P3126	District Mentoring Program
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Regulation-Revised	#R3126	District Mentoring Program
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Policy-Revised	#P3141	Resignation
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Policy-Revised	#P3144	Certification of Tenure Charges
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Regulation-Revised	#R3144	Certification of Tenure Charges
Policy-Revised	#P3159	Teaching Staff Member/School District Reporting Responsibilities
Policy-Revised	#P3231	Outside Employment as Athletic Coach
Policy-Revised	#P3240	Professional Development for Teachers and School Leaders (M)
Regulation-Revised	#R3240	Professional Development for Teachers and School Leaders
Policy-Abolished	#P3244	In-Service Training (M)
Regulation-Abolished	#R3244	In-Service Training (M)
Policy-Revised	#P4159	Support Staff Member/School District Reporting Responsibilities
Policy-Revised	#P5305	Health Services Personnel
Regulation-Revised	#R5330	Administration of Medicine (M)
Policy-Revised	#P5350	Student Suicide Prevention
Regulation-Revised	#R5350	Student Suicide
Policy-Revised	#P9541	Student Teachers/Interns
Policy-Revised	#P1140	Affirmative Action Program (M)
Policy-Revised	#P1523	Comprehensive Equity Plan (M)
Policy-Revised	#P1530	Equal Employment Opportunities (M)
Regulation-Revised	#R1530	Equal Employment Opportunity Complaint Procedure (M)
Policy-Revised	#P1550	Affirmative Action Program for Employment and Contract Practices (M)
Policy-Revised	#P2200	Curriculum Content (M)
Regulation-Revised	#R2200	Curriculum Content (M)

Policy-Revised	#P2260	Affirmative Action Program for School and Classroom Practices (M)
Policy-Revised	#P2411	Guidance Counseling (M)
Regulation-Revised	#R2411	Guidance Counseling (M)
Policy-Revised	#P2423	Bilingual and ESL Education (M)
Regulation-Revised	#R2423	Bilingual and ESL Education (M)
Policy-Revised	#P2610	Educational Program Evaluation (M)
Policy-Revised	#P2622	Student Assessment (M)
Policy-Revised	#P5750	Equal Educational Opportunity (M)
Policy-Revised	#P5755	Equity in Educational Programs and Services (M)
Policy-Revised	#P5339	Screening for Dyslexia (M)
Policy-New	#P7481	Unmanned Aircraft Systems (UAS also known as Drones)
Policy-Revised	#P8441	Care of Injured and Ill Persons (M)
Regulation-Revised	#R8441	Care of Injured and Ill Persons (M)
Policy-New	#P8454	Management of Pediculosis
Policy-Revised	#P8630	Bus Driver/Bus Aide Responsibility (M)
Regulation-Revised	#R8630	Emergency School Bus Procedures (M)

**Moved**

**Seconded**

**Mr. Acanfora \_\_\_\_\_ Mr. Cox \_\_\_\_\_ Mr. Ficetola \_\_\_\_\_ Mrs. Hamilton \_\_\_\_\_  
Mr. Lopez \_\_\_\_\_ Mr. Offreda \_\_\_\_\_ Mr. Riveros \_\_\_\_\_ Mr. Young \_\_\_\_\_  
Mrs. Lahullier \_\_\_\_\_**

**BUILDING/ GROUNDS/HISTORICAL COMMITTEE: (Mr. Cox)**

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from the Borough of Carlstadt for the use of the Lindbergh Field for Carlstadt Police Department's Jr. Police Academy, which includes the landing of National Guard Helicopter, on August 23, 2016.

2. Upon the recommendation of the Superintendent of Schools, the Board approves the request from Carlstadt Girl Scouts Brownie Troop for use of Mrs. Jaworski's classroom the last Friday of each month, October 2016 through June 2017, from 3:00 p.m. – 4:30 p.m.

**Moved**

**Seconded**

**Mr. Acanfora** \_\_\_\_ **Mr. Cox** \_\_\_\_ **Mr. Ficetola** \_\_\_\_ **Mrs. Hamilton** \_\_\_\_  
**Mr. Lopez** \_\_\_\_ **Mr. Offreda** \_\_\_\_ **Mr. Riveros** \_\_\_\_ **Mr. Young** \_\_\_\_  
**Mrs. Lahullier** \_\_\_\_

**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 July 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 July 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 July 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 July 2016 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2016/2017 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for July, August and September 2016 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the payment of the 2015-2016 Merit Bonus Goals for Stephen Kollinok, Superintendent of Schools, as outlined below:

Goal 1: Quantitative	3.33%	\$4,495.00
Goal 2: Quantitative	3.33%	\$4,495.00
Goal 3: Quantitative	3.33%	\$4,495.00
Goal 4: Qualitative	2.50%	\$3,375.00
Goal 5: Qualitative	2.50%	\$3,375.00

6. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the student accident policy (medical/dental) for the 2016-2017 school year with Bollinger, Inc. through Professional Insurance Associates.

7. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the annual contract with OnCourse Systems for the SGO Module in the amount of \$2,035.55 for the 2016-2017 school year.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Western Termite Pest for the 2016-2017 school year at a monthly cost of \$303.50.
9. Upon recommendation of the Superintendent of Schools, the Board approves to gratefully accept the \$15,000 grant donation from the New Jersey of Agriculture's Jets Play60 eat right, move more Program into revenue account #20-1500-000 and appropriate the funds to expense account #20-000-100-731-00.
10. Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2016-2017 Individuals with Disabilities Act (IDEA) application and acceptance of the funds as follows:

Basic:	\$143,384
Preschool:	\$6,574
11. 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 2.5 hours not to exceed \$250 for the 2016-2017 school year.
12. Upon recommendation of the Superintendent of Schools, the Board approves the annual contract for T.O.D. services between the Carlstadt Public School District and the Bergen County Special Services at a rate not to exceed \$13,200 for the 2016-2017 school year for student #22716.
13. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 extended school year in the amount of \$3,090 for student #22744.
14. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2016-2017 extended school year in the amount of \$8,110 for student # 20003.
15. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2016-2017 extended school year in the amount of \$8,110 for student # 22619.
16. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$54,920 for student #22101.



17. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22408.
18. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22537.
19. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$41,250 for student #22722.
20. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22729.
21. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22742.
22. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #19090.
23. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22743.
24. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2016-2017 school year in the amount of \$64,940 for student #22744.
25. Upon recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2015-2016 school year in the amount of \$78,660 for student #17002.
26. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2016-2017 school year in the amount of \$51,732 for student # 20003.
27. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Ridgefield Board of Education for the 2016-2017 school year for P/T and O/T special services not to exceed \$15,600 for student #20003.

28. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2016-2017 school year in the amount of \$51,732 for student # 22619.
29. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Ridgefield Board of Education for the 2016-2017 school year for O/T special services not to exceed \$7,800 for student #22619.
30. Upon the recommendation of the Superintendent of Schools, the Board approves the Joint Transportation Agreement with Carlstadt-East Rutherford Regional Board of Education for transportation of the in-district special education students at a cost of \$32,500 for the 2016-2017 school year.
31. Upon the recommendation of the Superintendent of Schools, the Board authorizes the Business Administrator to sign the School Nutrition Program Vended Meals Contract with The South Bergen Jointure Commission for the period commencing September 1, 2016 and ending June 30, 2017.
32. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the student accident policy (medical/dental) for the 2016-2017 school year with Bollinger, Inc. through Professional Insurance Associates.
33. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves annual contract with LinkIt for Software Licenses Agreement for Intergrated Services, Professional Development Support and LinkIt Navigator in the amount of \$9,424.95 for the 2016-2017 school year.
34. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the annual contract with Frontline Technology (Centris Group, LLC) for Software Licenses Agreement IEP Direct Subscription and Centris Sync Subscription in the amount of \$6,161.61 for the 2016-2017 school year.
35. Upon the recommendation of the Superintendent of Schools, the Board approves the Shared Service agreement with The East Rutherford Board of Education for an Occupational Therapist for \$46,890.95 annually which represents 50% of all costs and administrative expenses incurred as well as one half of the contract price for the services of the OT.

**Moved**

**Seconded**

**Mr. Acanfora \_\_\_\_\_ Mr. Cox \_\_\_\_\_ Mr. Ficetola \_\_\_\_\_ Mrs. Hamilton \_\_\_\_\_  
Mr. Lopez \_\_\_\_\_ Mr. Offreda \_\_\_\_\_ Mr. Riveros \_\_\_\_\_ Mr. Young \_\_\_\_\_  
Mrs. Lahullier \_\_\_\_\_**

**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. Acanfora \_\_\_\_ Mr. Cox \_\_\_\_ Mr. Ficetola \_\_\_\_ Mrs. Hamilton \_\_\_\_  
Mr. Lopez \_\_\_\_ Mr. Offreda \_\_\_\_ Mr. Riveros \_\_\_\_ Mr. Young \_\_\_\_  
Mrs. Lahullier \_\_\_\_

Motion to reconvene.

**Moved** **Seconded**  
Mr. Acanfora \_\_\_\_ Mr. Cox \_\_\_\_ Mr. Ficetola \_\_\_\_ Mrs. Hamilton \_\_\_\_  
Mr. Lopez \_\_\_\_ Mr. Offreda \_\_\_\_ Mr. Riveros \_\_\_\_ Mr. Young \_\_\_\_  
Mrs. Lahullier \_\_\_\_

**ADJOURNMENT:**

Motion to adjourn meeting.

**Moved** **Seconded**  
Mr. Acanfora \_\_\_\_ Mr. Cox \_\_\_\_ Mr. Ficetola \_\_\_\_ Mrs. Hamilton \_\_\_\_  
Mr. Lopez \_\_\_\_ Mr. Offreda \_\_\_\_ Mr. Riveros \_\_\_\_ Mr. Young \_\_\_\_  
Mrs. Lahullier \_\_\_\_