

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. Acanfora ____ Mr. Ficetola ____ Mrs. Hamilton ____ Mrs. Nunziato ____
Mr. Offreda ____ Mr. Riveros ____ Mr. Young ____ Mr. Cox ____
Mrs. Lahullier ____

Superintendent Kollinok ____ Mr. Arifaj ____ 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: Allison Evans, Janet Olsson and Stephen Kollinok:
Google Applications for Education

APPROVAL OF MINUTES: March 20, 2017 Regular Meeting

Moved Seconded
Mr. Acanfora ____ Mr. Ficetola ____ Mrs. Hamilton ____ Mrs. Nunziato ____
Mr. Offreda ____ Mr. Riveros ____ Mr. Young ____ Mr. Cox ____
Mrs. Lahullier ____

REPORT OF 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. Ficetola)

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with a revised leave of absence to Lisa Del Mauro, as of Monday, April 3, 2017, using three (3) personal days and eight (8) accumulated sick days and from April 3, 2017, through April 24, 2017. The Superintendent recommends the Board approve an unpaid leave of absence in accordance with the Family Medical Leave Act / New Jersey Family Leave Act from April 25, 2017 through June 23, 2017, and September 1, 2017 through October 20, 2017. The Superintendent further recommends the Board approve an unpaid leave of absence from October 23, 2017 through May 28, 2018, with an intended return date of May 29, 2018.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Maura Barrett at the conference “Tomorrow’s Classrooms Today Conference” on Saturday, May 20, 2017, sponsored by Evolving Educators, at Rider University, with a registration fee of \$69.
3. Upon the recommendation of the Superintendent of Schools, the Board approves Arooba Bashrat as a substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
4. Upon the recommendation of the Superintendent of Schools, the Board approves Agostina Munoz as a substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Bert Arifaj as Qualified Purchasing Agent for the period March 9, 2017 – December 31, 2017, per Local Finance Notice 2011-15 & 2011-16 with a bid threshold of \$40,000.00.

Moved

Seconded

Mr. Acanfora _____ Mr. Ficetola _____ Mrs. Hamilton _____ Mrs. Nunziato _____

Mr. Offreda _____ Mr. Riveros _____ Mr. Young _____ Mr. Cox _____

Mrs. Lahullier _____

LEGISLATIVE/POLICY COMMITTEE: (Mr. Acanfora)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the 2016-2017 Crisis Management Response Manual.
2. Upon the recommendation of the Superintendent of Schools, the Board approves on first reading the following Policy:

Regulation-Revised (M)	#R2460.16	Special Education - Instructional Material to Blind or Print Disabled Students
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Moved	Seconded
Mr. Acanfora _____	Mr. Ficetola _____
Mr. Offreda _____	Mr. Riveros _____
Mrs. Lahullier _____	Mrs. Hamilton _____
	Mrs. Nunziato _____
	Mr. Young _____
	Mr. Cox _____

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

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from the Bergen County School Board Association for the use of the Cafeteria, for a meeting, on Saturday, March 25, 2017, from 7:00 a.m. to 12:00 p.m.

Moved	Seconded
Mr. Acanfora _____	Mr. Ficetola _____
Mr. Offreda _____	Mr. Riveros _____
Mrs. Lahullier _____	Mrs. Hamilton _____
	Mrs. Nunziato _____
	Mr. Young _____
	Mr. Cox _____

FINANCE COMMITTEE: (Mr. Offreda)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending February 2017 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 February 2017 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 February 2017 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 February 2017 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 March and April 2017 as presented.
5. Upon recommendation of the Superintendent of Schools, the Board approves to gratefully accept the \$50 donation from Nancy Bednarz into revenue account #20-1920 and appropriate the funds to Private Donations Expense account #20-000100-610-02.
6. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the participation in the New York State Purchasing Cooperative;

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the New York State Contract System, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, the governing body of the Carlstadt Board of Education in the, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Carlstadt Borough Board of Education

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Carlstadt Board of Education, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

7. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the purchase of security equipment with the accompanying system for security upgrade in the Carlstadt Public School from Intralogic Solutions, Inc. in the sum of \$28,500. NY State Contract #PT64345.
8. Upon the recommendation of the Superintendent of Schools the Board awards the renewal of contract for cafeteria services to T.J. Rocco Enterprises, LLC to act as the food service management company for the 2017-2018 school year according to the management fees and guarantees as follows:

MANAGEMENT FEE(S) / GUARANTEES

1) Management Fee:

The Food Service Management Company shall receive, in addition to the costs of operation, a management fee of \$32,000 to compensate the Food Service Management Company for management costs. This fee shall be billed in 10 monthly installments of \$3200 per month as a cost of operation from September 1, 2017 to June 30, 2018. The School Food Authority guarantees the payment of such costs and fee to the Food Service Management Company.

And

A per meal management fee shall apply to all special function and/or vended meals receipts deposited in the Local Education Agency's account. Special function and vended meals receipts deposited into the Local Education Agency's account shall be divided by \$1.00 to arrive at a meal equivalent. The fee charged for special function and vended meals will be \$.09 per meal equivalent.

2) Guarantee

RETURN (PROFIT)

The Food Service Management Company guarantees that the bottom line on the operational financial report for the current school year will be a profit of \$32,000. If the actual bottom line is below this amount, the Food Service Management Company will subsidize the bottom line in an amount not to exceed 100 percent (100%) of the FSMC's annual \$32,000 Fee. The FSMC reserves the right to recover any such reimbursement made during the current contract year from that year's profit on a monthly basis.

3) Guarantee Conditions

The guarantees are contingent upon the requirements stated below.

- i. Adoption of Proposed Student and Faculty Price List
- ii. The number of serving day for lunch is as stated in the RFP:
Elementary - 170
- iii. The number of serving day for breakfast is as stated in the RFP:
Elementary - 170
- iv. Reimbursement rates for the current year are not less than previous year.
- v. Value of USDA donated food for the current year are not less than previous year.
- vi. Enrollment remains constant
- vii. No significant changes in the State of New Jersey or Federal regulations that adversely affect sales, participation, and the economic efficiency of the food service program
- viii. Local Education Agency is responsible for kitchen equipment maintenance and repair, small wares purchases, cleaning of floors in dining room and kitchen area and cleaning of exhaust system and hood
- ix. All equipment is in working order to properly facilitate school nutrition program.
- x. No change in school policy that significantly affects operating expenses
- xi. The Local Education Agency maintains the offer versus serve policy.
- xii. The Food Service Management Company will be held harmless in the event of any labor stoppage within the district.
- xiii. The Local Education Agency will continue a closed lunch policy.
- xiv. Changes in Districts policies, practices and service requirements, including but not limited to, changes in bell schedules, meal service periods or proposed staffing, will result in an appropriate adjustment.

- xv. Changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Act, the National School Lunch Program or changes in the State's School Nutrition policies will affect the guarantee.
- xvi. The state or federal minimum wage rate and taxes in effect as of date of the proposed budget shall remain consistent throughout the year.
- xvii. Vendor prices shall remain constant throughout the year.
- xviii. The number of participating health insurance participants does not exceed the level of participation in the previous school year.
- xix. Total number of school sites qualified for severe need reimbursement shall not decrease during the term of this agreement.
- xx. Special function sales shall remain at or exceed the levels of the previous year.
- xxi. In the event of an increase in wages or fringe benefits payable to FSMC's employees as a result of unionizations, the guarantee shall from the date of increase in wages or fringe benefits be adjusted by the actual increase in wage rates and fringe benefits.
- xxii. There shall be no competitive sales during all service hours.
- xxiii. Ala carte sales shall be permitted at all locations for the term of the contract.
- xxiv. The LEA shall not inhibit FSMC from being able to sell any ala carte item meeting USDA smart snack standards.
- xxv. FSMC shall commence all vending operations and ala carte and snack programs on the first day of the school year and shall continue said operations until the last day of the school year.

Moved

Seconded

Mr. Acanfora ____ **Mr. Ficetola** ____ **Mrs. Hamilton** ____ **Mrs. Nunziato** ____
Mr. Offreda ____ **Mr. Riveros** ____ **Mr. Young** ____ **Mr. Cox** ____
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. Ficetola _____
Mr. Offreda _____	Mrs. Hamilton _____
Mrs. Lahullier _____	Mrs. Nunziato _____
	Mr. Riveros _____
	Mr. Young _____
	Mr. Cox _____

Motion to reconvene.

Moved	Seconded
Mr. Acanfora _____	Mr. Ficetola _____
Mr. Offreda _____	Mrs. Hamilton _____
Mrs. Lahullier _____	Mrs. Nunziato _____
	Mr. Riveros _____
	Mr. Young _____
	Mr. Cox _____

ADJOURNMENT:

Motion to adjourn meeting.

Moved	Seconded
Mr. Acanfora _____	Mr. Ficetola _____
Mr. Offreda _____	Mrs. Hamilton _____
Mrs. Lahullier _____	Mrs. Nunziato _____
	Mr. Riveros _____
	Mr. Young _____
	Mr. Cox _____