

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

Superintendent Mr. Kollinok ____ **Mrs. Slamb** ____ **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: **September 3, 2019** **Work Session**

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

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. Offreda)

1. Upon the recommendation of the Superintendent of Schools, the Board approves advancement of the salary guide for the 2019-20 school year for Jessica Nilsen from MA+15 Step L, \$86,683 to MA+ 30 Step L, \$91,311.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the 2019-2020 Nursing Services Plan.
3. Upon the recommendation of the Superintendent, the Board approves the attendance of Allison Evans at the “Special Education law in New Jersey” workshop sponsored by PESI on Wednesday, October 16, 2019 with a registration fee of \$249.99.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Allison Evans at the “Managing Educator/Student Relationship Symposium” workshop sponsored by Strauss Esmay Associates on Wednesday, October 2, 2019 with a registration fee of \$42.00.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Susan Kiely at the “Special Education Law in New Jersey” workshop sponsored by PESI on Wednesday, October 16, 2019 with a registration fee of \$219.99.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Diana Silva at the “Leadership Team Building and Coaching Skills” workshop sponsored by Fred Pryor Seminars on Thursday, November 21, 2019.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Jennifer Carlin at the NJASL 2019 Fall Conference sponsored by NJASL on Tuesday, December 10, 2019 with a registration fee of \$225 and a maximum reimbursement of \$200.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Megan Brobeck as Mentor for Andrew Hartmann (Provisional) for the 2019-2020 school year.

- 9.** Upon the recommendation of the Superintendent of Schools, the Board approves to allocate Title I money to fund approximately 60% of Basic Skills teacher salary for Lois Teller.
Base Salary: \$111,965: (\$45,477 local, \$66,488 grant)
- 10.** 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 2019 through June 2020, with a minimum of 30 sessions and a maximum of 35 sessions at the contractual rate of \$52 per session.
- 11.** Upon the recommendation of the Superintendent of Schools, the Board approves Jennifer Carlin as advisor of the sixth, seventh and eighth grade Gaming Club, after school from September 2019 through June 2020, with a minimum of 30 sessions and a maximum of 35 sessions at the contractual rate of \$52 per session.
- 12.** Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Jessica Gutowski and Michael Pohrischak as Student Council Advisors, at a stipend of \$1,231 (to be divided equally) for the 2019-2020 school year, as per the negotiated contract.
- 13.** Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Alex Gisoldi as Yearbook Advisor, at a stipend of \$1,041, and Jennifer Carlin as Assistant Yearbook Advisor, at a stipend of \$483, for the 2019-2020 school year, as per the negotiated contract.
- 14.** Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Dawn Garrabrant as advisor of the seventh and eighth grade Debate Club, after school from September 2019 through April 2020, with as many sessions as necessary at a stipend of \$2781.
- 15.** Upon the recommendation of the Superintendent of Schools, the Board approves Mary Anderson as advisor of the fourth grade Science Club after school, from October 2019 through June 2020, with a minimum of 15 sessions and a maximum of 35 sessions, at the contractual rate of \$52 per session.
- 16.** Upon the recommendation of the Superintendent of Schools, the Board accepts, with regret, the resignation of Emma Clarke, part time Pre-Kindergarten teacher, effective November 4, 2019.
- 17.** Upon the recommendation of the Superintendent of Schools, the Board approves six (6) “Balanced Literacy” workshops and coaching sessions for the 2019-2020 school year, sponsored by Educational Leadership Learning Workshops, presented by Laura Wood, at Carlstadt Public School, at a cost of \$1,300.00 per session, with a total cost of \$7,800.00. (100% funding from Title II Grant)* Cost of substitute when needed will be covered through the district general fund.

18. Upon the recommendation of the Superintendent of Schools, the Board approves five (5) full day workshops for the 2019-2020 school year, “Math Coaching to Support Diverse Learners” sponsored by Jessica Shackil of Shackil Solutions, LLC, at Carlstadt Public School, with a cost for of \$1,250 per session, total cost of \$6,250.00 (77% funding from Title IV and Title II Grant and 23% funding from district general fund)* Cost of substitute when needed will be covered through the district general fund.
19. Upon the recommendation of the Superintendent of Schools, the Board approves the 2019-2020 Merit Goals for Megan Slamb, Business Administrator, as written:

CARLSTADT PUBLIC SCHOOL
BUSINESS ADMINISTRATOR MERIT GOALS 2019-2020

QUALITATIVE GOALS

1. The School Business Administrator/Board Secretary will become a Qualified Purchasing Agent (QPA) by June 2020. The merit pay is contingent upon obtaining the QPA designation, and upon issuance of this certification to the BA/BS.
PERCENTAGE: 2.50%
DOLLAR VALUE: \$3,315.00
2. The School Business Administrator/Board Secretary will become a Certified Administrator of School Finance and Operations (SFO) by June 2020. The merit pay is contingent upon obtaining the SFO designation through ASBO International, and upon issuance of this certification to the BA/BS.
PERCENTAGE: 2.50%
DOLLAR VALUE: \$3,315.00

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

LEGISLATIVE/POLICY COMMITTEE: (Mrs. Nunziato)

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

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

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from the Carlstadt/East Rutherford Wildcats for their use of Gym A on Saturday, September 14, 2019 and Saturday, September 21, 2019 from 10am – 3pm for cheer practice.

Moved

Seconded

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

FINANCE COMMITTEE: (Mr. Ficetola)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending July and August 2019 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 and August 2019 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 and August 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 and August 2019 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2018/2019 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for September 2019 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the service agreement with Community Care Behavior Health Inc. to perform home instruction for the 2019-2020 not to exceed \$12,000 for student id#23145.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Accident and Health policy for the 2019-2020 school year through Professional Insurance Associates.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with the Ridgefield Board of Education for the 2019-2020 extended school year in the amount of \$8,377 for student # 22619.

- 8.** Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with the Ridgefield Board of Education for the 2019-2020 extended school year in the amount of \$8,377 for student # 20003.
- 9.** Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Ridgefield Public School in the event that an aide is absent, sub coverage will be provided for the 2019-2020 school year at a rate of \$92.00 per day.
- 10.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2019-2020 school year in the amount of \$61,200 pro-rated for student #19090.
- 11.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2019-2020 school year in the amount of \$62,100 pro-rated for student #22823.
- 12.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2019-2020 school year in the amount of \$62,100 pro-rated for student #22522.
- 13.** Upon the recommendation of the Superintendent of Schools, the Board does hereby approves an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in the accordance with Chapters 53, P.L. 1997 for the 2019-20 school year, with a current estimated cost of \$175,000 (subject to change).The services to be provided include, but are not limited to, the Coordinated Transportation, out of district special education, vocational and summer programs.

- 14.** Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the **Amendment to previous motion # on June 17, 2019** for Site Work Repairs at the Carlstadt Public School Project;

WHEREAS, on Thursday, May 30, 2019, the Carlstadt Board of Education (“Board”) held a public bid opening for the Site Work Repairs 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 Alimi Builders, Inc., Wyckoff, NJ, with a base bid of One Hundred Seventy Thousand Dollars (\$170,000.00), **(to be funded through withdrawal, through capital reserve)** which amount includes a Ten Thousand Dollar (\$10,000) **(to be funded through withdrawal, through capital reserve)** allowance; and WHEREAS, the Board has determined Alimi Builders, 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 Almini Builders, Inc. in the amount of One Hundred Seventy Thousand Dollars (\$170,000.00), **(to be funded through withdrawal, through capital reserve)** which amount includes a Ten Thousand Dollar (\$10,000) **(to be funded through withdrawal, through capital reserve)** allowance; and

BE IT FURTHER RESOLVED, the Business Administrator is authorized to return the bid securities to all but the three (3) 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.

BE IT FURTHER RESOLVED, that the Board accepts the alternates to perform work at Area #3 (Visitor’s Parking Area) in the amount of Thirty Eight Thousand One Hundred Dollars (\$38,100.00) **(to be funded through withdrawal, through capital reserve)** and at Area #4 (New Bollards) in the amount of Twenty Six Thousand Eight Hundred Fifty Dollars (\$26,850.00) **(to be funded through withdrawal, through capital reserve)** as set forth in the bid provisions.

- 15.** Upon the recommendation of the Superintendent of Schools, the Board approves the Carlstadt Public School District to participate in the Harford County Public Schools contract for HVAC Products, Installation and Services, Number: 15-JLP-023, to purchase goods and services being purchased through the U.S. Communities Government Purchasing Alliance (“U.S. Communities”).

Carlstadt Public School District is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

Moved

Seconded

Mr. Christiano _____ **Mr. Ficetola** _____ **Mr. Figueroa** _____ **Mrs. McNeill** _____

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

Mr. Cox _____

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

Motion to reconvene.

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

ADJOURNMENT:

Motion to adjourn meeting.

Moved

Seconded

Mr. Christiano _____ Mr. Ficetola _____ Mr. Figueroa _____ Mrs. McNeill _____

Mrs. Nunziato _____ Mr. Offreda _____ Mr. Riveros _____ Mr. Shah _____

Mr. Cox _____