

**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 7:00 pm

**ROLL CALL**

**Mr. Christiano**   x   **Mr. Ficetola**   x   **Mrs. Hamilton**   x   **Mrs. Lahullier**  Absent   
**Mrs. McNeill**   x   **Mrs. Nunziato**   x   **Mr. Riveros**  7:03 pm  **Mr. Offreda**   x    
**Mr. Cox**   x  

**Superintendent Kollinok**   x   **Ms. Pepe**   x   **Mrs. Henke**   x  

**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:**                      **Stephen Kollinok**      **Violence and Vandalism Report**

Noted in Superintendent's report #7.

**APPROVAL OF MINUTES:**              **October 1, 2018**              **Work Session Meeting**

**Moved Mr. Ficetola**    **Seconded Mrs. Hamilton**  
**Mr. Christiano**   x   **Mr. Ficetola**   x   **Mrs. Hamilton**   x   **Mrs. Lahullier**   ---    
**Mrs. McNeill**   x   **Mrs. Nunziato**   x   **Mr. Riveros**   ---   **Mr. Offreda**   x    
**Mr. Cox**   x

## **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. As of today, we have 34 students enrolled in the Pre-Kindergarten program. These numbers are inclusive of the pre-school disabled students. All parents have paid the first installment of the tuition.
2. There are 552 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.
3. We have completed the action plan for the 2018-2019 District Goals as the result of the Board developing the goals. I will discuss the progress that we are making with each at several of our future meetings so we will have direction and the ability to both see and discuss that progress at various times throughout the year.
4. It seems hard to comprehend that we have already closing in on completing two months of school. By all accounts, things seem to be running quite smoothly. Drop off and pick up have improved and the Carlstadt Police are outside every day to assist with the process.
5. Members of the Carlstadt Fire Department visited with us last Tuesday to present important Fire Prevention information to the students and staff through assemblies and special activities. Much thanks to Mr. Riveros, Mr. Moore and members of the Carlstadt Fire Department for their professionalism and taking their time to share this very important fire information with our students and staff
6. 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 one incident investigated since the last Board of Education meeting where it was determined that HIB did not take place. All of the proper steps, meetings and notifications took place. Remedial interventions and appropriate disciplinary actions were taken dependent upon the findings of the investigation.
7. And finally, all Chief School Administrators and Charter School lead persons are required to schedule and conduct a public hearing on all acts of violence and vandalism that occurred during the previous school year. During the 2017-2018 school year, the district reported 0 acts of violence. There were 0 acts of vandalism, 0 incidents of weapons and 0 incidents of substance abuse. There

were 13 reported HIB incidents for the 2017-2018 school year. Three out of those 13 incidents resulted in Harassment, Intimidation or Bullying being found to have taken place.

This week has been designated as School Violence Awareness Week. The teachers have been asked to design lessons and activities that will educate their students on the prevention of violence and vandalism.

**MR. COX, SO ENDS MY REPORT.**

Mr. Kollinok thanked Mrs. Hamilton for her time on the board. Mrs. Hamilton has been outstanding and was always for the School and kids. She will be truly missed.

**REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY**

- Tonight's Agenda reflects the recommendation of the Building and Grounds committee for EI Associates to be appointed as the District Architect of Record for the 2018-2019 School Year. After vetting 5 firms through an RFP process and interview, the committee felt that EI Associates would best meet the needs of the district. EI brings 74 years of professional design services to NJ Schools, an impressive book of work, numerous strong recommendations, and most importantly for Carlstadt – in house engineering services in multiple disciplines which will play a large role in upcoming projects and reduce cost to the district.
- The district is still working to wrap up the Summer roof project, and while progress has been slow we are moving closer to completion. Meanwhile, we are pleased to advise the board that we have not had any significant leaks thus far, and all repaired areas appear water tight. This includes the repaired pipe areas.
- CJ Vanderbeck has come in to assess the boilers and prepare them for our heating season. We have booted up the system and it is running well. A few areas for repair have been noted and we are working to get those addressed quickly. In addition, the new water treatment system from Purity Labs Inc. will be in place shortly and will increase the system's efficiency and guard against further issues.
- You will see on tonight's agenda a motion to reallocate excess funds from the district façade project to a chiller repair project. As you all know, there were several issues during the Summer months with the Chiller and its ability to run the air conditioning system. While we made several repairs to keep the system running, there is work to be done to prevent these issues from recurring. This includes replacement of several parts, chemical cleanings, and system troubleshooting. We also are ensuring that the chiller be properly winterized to prevent damage during the cold weather months. These repairs are separate from the general maintenance of the system and will return us to a working baseline.

- We expect the final audit report for 2017-2018 to be released shortly. In the interim, the business office has begun collecting initial data to be utilized in the 2019-2020 budget process.

**HEARING OF CITIZENS ON AGENDA ITEMS ONLY None**

**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: (Mrs. Lahullier)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves salary guide placement for tenured and non-tenured staff for the 2018-19 school year; and further that the names and salary/guide placement be shown in the official minute book of the Board (per attached).
2. Upon the recommendation of the Superintendent of Schools, the Board rescinds the attendance of Jennifer Carlin at the "NJASL Conference" on Monday, December 3, 2018 with a registration fee of \$165, plus the cost of a substitute.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Jennifer Carlin at the "NJASL Conference" on Monday, December 3, 2018 with a registration fee of \$200, plus the cost of a substitute.
4. Upon the recommendation of the Superintendent of Schools, the Board approves Andrea Recanati as a substitute teacher aide for the 2018-2019 school year, pending completion of all paperwork.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Meadow Tallaskson as a substitute teacher aide for the 2018-2019 school year, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves Kimberley Frattino as a substitute teacher aide for the 2018-2019 school year, pending completion of all paperwork.



2. Upon the recommendation of the Superintendent of Schools, the Board approves the Cash Report of School Moneys for the month ending September 2018 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 September 2018 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 October 2018 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the approval of the service contract with the Carlstadt Public School and the Care Plus New Jersey Inc. for the 2018-2019 school year at a rate of \$200 per Clearance Assessment and at a rate of \$250 per Substance Abuse Clearance Assessment, on an as needed basis.
6. Upon the recommendation of the Superintendent of Schools, the Board approves to receive student ID# 22932 to attend the Carlstadt Public School the contract with the Lodi Board of Education for the 2018-19 school year in the amount of \$16,433.
7. Upon the recommendation of the Superintendent of Schools, the Board approves to receive student ID# 22933 to attend the Carlstadt Public School the contract with the Lodi Board of Education for the 2018-19 school year in the amount of \$16,433.
8. Upon the recommendation of the Superintendent of Schools, the Board approves to receive student ID# 22934 to attend the Carlstadt Public School the contract with the Lodi Board of Education for the 2018-19 school year in the amount of \$16,834.
9. **WHEREAS**, the local Public Contracts Law N.J.S.A. 40A:11-1 et. Seq. requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised, the following appointments qualify as professional services for which the Board is not required to publicly advertise for bids in accordance with N.J.S.A. 18A:18A-5.

**BE IT RESOLVED**, that the following are designated as the official appointees of the Board of Education for the following services for October 17, 2018 through December 31, 2018:

**EI Associates**

10. Upon the recommendation of the Superintendent of Schools, the Board approves for the reallocation of excess capital project funds from the 2018 Facade Project for the purpose of unanticipated Chiller/HVAC repairs in the amount of 30,000.00.

**Moved Mrs. Hamilton**

**Seconded Mr. Ficetola**

**Mr. Christiano**   x   **Mr. Ficetola**   x   **Mrs. Hamilton**   x   **Mrs. Lahullier**   ---    
**Mrs. McNeill**   x   **Mrs. Nunziato**   x   **Mr. Riveros**   x   **Mr. Offreda**   x    
**Mr. Cox**   x

