



## **REPORT OF SUPERINTENDENT**

**GOOD EVENING. I WOULD LIKE TO TAKE THIS OPPORTUNITY TO WELCOME THOSE OF YOU IN OUR VIRTUAL ATTENDANCE AT TONIGHT'S BOARD OF EDUCATION MEETING.**

1. School started on Tuesday, September 8th for the students and by all accounts, everything continues to run quite smoothly. There was of course a bump in the road that all of you are aware of. However, since that single out of school occurrence we have not had any additional issues.
2. As of today, we have 26 students enrolled in this year's Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. There are 49 students registered for Kindergarten this year.
3. Pre-Kindergarten has reached its maximum numbers in each section. We do have a waiting list that where parents will have the opportunity to send their children should any current students drop out of the program. We are charging families on a monthly basis instead of asking them to pay for half the year in advance. This is a better option for all who plan on sending their children to school during the continuing health crisis.
4. Speak about Covid-19.
5. There are 528 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
6. Two School Bus Emergency Evacuation Drills are going to take place this week. Items discussed will include the students reviewing proper behavior, use of seat belts and ways of exiting the bus safely in case of an emergency.
7. Our next Board of Education meeting is scheduled for October 13, 2020.
8. The entire staff has done an exceptional job both being and staying prepared for issues that may arise during this health crisis. As I have stated several times in the past, we have done our best to provide a safe environment for the students, their parents and staff members. The concern will always be that we do not have control over outside factors that may have an impact upon the district until we become aware of those specific issues or situations.
9. 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. 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.

**Mr. Offreda, so ends my report.**

## **REPORT OF ASSISTANT SUPERINTENDENT**

Thank you Mr. President.

We had a highly successful opening week of school. Our custodians, secretaries and administrators spent countless hours this summer to make sure the building was more than ready for opening.

The teachers started on September 1. They spent the week working to prepare their rooms, lessons, and think about how they will need to shift their teaching to accommodate this new hybrid schedule. They worked with their grade level or subject area teams to brainstorm ways to make learning the most beneficial for our students this year. Teachers and paraprofessionals created instructional material totes, including a chromebook for every student in grades K-8. We distributed these totes last week so students were prepared to start school last Tuesday. For as long as we continue the hybrid learning schedule, we will plan to distribute new materials to students once a month.

This has definitely been an interesting year but something really exciting was we were able to have two first days of school for students! Students in cohort A started last Tuesday and students in cohort B started Thursday. Both days were highly successful! Students lined up outside on spots distanced and had their temperatures taken by our paraprofessional and admin staff. The weather was rainy on Thursday, the day Cohort B started, but we were able to revamp our entrance procedures and relocate students inside without a problem. The school days are running smoothly. Teachers are engaging students in both synchronous and asynchronous learning opportunities. Teachers are utilizing technology both in the classroom and at home to make sure students are receiving instruction during the school day. While walking around the building, it was so exciting to see students learning both in school and at home and communicating with each other both in person and over zoom.

We have adopted a new communication platform called Classtag. We are encouraging all families to create an account to easily communicate with teachers. This platform also sends out instant messages and alerts from teachers to families. It is a quick and easy way for us to bridge the gap between home and school. If you are a parent and need additional information regarding the platform, please contact your child's teacher and they will be able to set you up with an account.

I am so impressed with the creativity teachers are using to make sure our Carlstadt students are receiving the best learning experience this year.

We look forward to seeing parents of students in grades Pre-K-5 at Back to School night tomorrow night. It starts at 7 p.m. We will be doing a whole group meeting, meeting with the specials teachers, then individual class meetings with each homeroom teacher. We hope to see you there!

Mr. President, so ends my report.

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

Thank you Mr. President,

- We have had a very successful school opening. Our custodians are working hard to continue with the disinfecting protocols, and we have authorized overtime every Saturday to allow for additional deep cleaning.
- We are moving forward with the district ionization installation. As soon as the items arrive, we will begin the installation process. We have also made several repairs and upgrades to our HVAC components in order to improve overall functionality.
- Finally, on today's agenda you will see the proposal for my merit goals for this year. Each goal reflects an effort to increase efficiencies within the district. The first is to create an SOP Manual for the district which outlines all of the protocols and practices for each department. This memorializes the responsibilities and efforts of those departments, and ensures the ability to turn-key oversight of those areas if needed. If someone were unable to complete their assigned tasks, we would have guidance for the person who takes over regardless of cross-training.

In addition, our Student Activities would benefit from the creation of a district manual. This would ensure that we are meeting the necessary regulations, and provide guidance on the expectation of the management of funds. Furthermore, it will help to reduce the probability of audit recommendations which are common with regard to this program across all districts.

Thank you, Mr. President. 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.**

President closes hearing of citizens.

### **REPORT OF COMMITTEES**

**INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mr. Cox)**

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of Jennifer Milligan at the workshop “Back to School Reimagined” sponsored by Get Your Teach On, on Saturday, September 5, 2020 at a cost of \$99 plus fees of \$7.66 for a total of \$106.66
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of Jennifer Milligan at the workshop “Creating Effective Hybrid Blended Learning Environment” sponsored by EdTech Teacher, on Wednesday, July 29, 2020 at a cost of \$95.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Therese Kearns at the “NJALC Fall Symposium” sponsored by NJALC, on Friday, October 23, 2020 at a cost of \$50.
4. Upon the recommendation of the Superintendent of Schools, the Board approves Dawn Garrabrant as advisor of the seventh and eighth grade Virtual Debate Club, after school from September 2020 through April 2021, with as many sessions as necessary, at a stipend of \$2,864.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Denise Hernandez as substitute teacher aide for the 2020-2021 school year, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the 2020-2021 Statement of Assurance Regarding the Use of Paraprofessional Staff.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the re-appointment of a School Liaison/Resource Officer Program for the 2020-2021 school year between the Carlstadt Police Department and the Carlstadt Board of Education at no cost to the school district.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the 2020-2021 Nursing Services Plan.
9. Upon the recommendation of the Superintendent of Schools, the Board approves to allocate Title I money to fund approximately 55% of Basic Skills teacher salary for Lois Teller. Base Salary: \$115,281: (\$50,846 local, \$64,435 grant)
10. Upon the recommendation of the Superintendent of Schools, the Board approves to grant tenure to Megan Slamb, Business Administrator, effective the first day of her attendance after September 18, 2020.

11. Upon the recommendation of the Superintendent of Schools, the Board approves the 2020-2021 Merit Goals for Megan Slamb, Business Administrator, as written:

**CARLSTADT PUBLIC SCHOOL  
BUSINESS ADMINISTRATOR MERIT GOALS 2020-2021**

**QUALITATIVE GOALS**

1. The School Business Administrator/Board Secretary will create a written documentation of Standard Operating Procedures (SOP) which accurately reflects the procedures and processes in all departments and specialized areas of the district by no later than June 2021. The merit pay is contingent upon completion of the SOP and review/approval by the Superintendent.

**PERCENTAGE: 2.50%**

**DOLLAR VALUE: \$3,414.45**

2. The School Business Administrator/Board Secretary will create a Student Activities Manual which accurately defines the procedures and processes of Student Activities as they relate to law and regulation and correspond with financial management, by no later than June 2021. The merit pay is contingent upon completion of the Student Activities Manual and review/approval by the Superintendent.

**PERCENTAGE: 2.50%**

**DOLLAR VALUE: \$3,414.45**

**Moved Mr. Cox**

**Seconded Mr. Ficetola**

Mr. Cherichello   x   Mr. Christiano   x   Mr. Cox   Abstain #7   Mr. Ficetola   x    
Mr. Figueroa   ---   Mrs. McNeill   x   Mrs. Nunziato   ---   Mr. Shah   x    
Mr. Offreda   x  

**LEGISLATIVE/POLICY COMMITTEE: (Mrs. Nunziato)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the revised Policy, Board of Education Title page for the 2020-2021 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves on second reading the following Policy:

Policy-Revised (M)	#P 1648	Restart and Recovery Plan
Policy-New (M)	#P 1648.03	Restart and Recovery Plan-Full-Time Remote Instruction

**Moved Mr. Christiano**

**Seconded Mr. Cox**

Mr. Cherichello   x   Mr. Christiano   x   Mr. Cox   x   Mr. Ficetola   x    
Mr. Figueroa   ---   Mrs. McNeill   x   Mrs. Nunziato   ---   Mr. Shah   x    
Mr. Offreda   x



