

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 1:01 pm

ROLL CALL

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

Superintendent Kollinok x
 Assistant Superintendent Ms. Allison Evans x
 Interim Business Administrator Mr. DiGeronimo x
 Administrative Assistant 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

Interim Board Secretary, Steven DiGeronimo, administered the oath of office to Marc Cherichella.

PRESENTATIONS: None

APPROVAL OF MINUTES: May 19, 2021 Regular Meeting
 May 19, 2021 Executive Meeting

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

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. As of today, we have 16 students enrolled for next year's Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. There are 41 students registered for Kindergarten next year. Both grade level numbers are expected to rise especially over the summer. I will discuss with the Board the projected number of sections of Pre-K needed at a date in the future.
2. Pre-Kindergarten and Kindergarten registrations are available and are explained in detail on the homepage on the website. We will need to continue to examine our pre-k numbers and the effect that the pandemic has had upon enrollment. I am sure that running of the program will depend upon where we are with school opening in September. I will continue to keep the Board updated as I receive information that will assist us with making a determination.
3. We are looking into the strong possibility of holding a virtual Pre- Kindergarten orientation and Kindergarten orientation in the near future. This would certainly be beneficial to those parents who are interested in having their children attend school or continue in our district next year.
4. Speak about Covid-19.
5. I would like to take this opportunity to state that Black Lives Matter and that the Board of Education, administration and staff at the Carlstadt Public School both stand with you and support you now and in the future. The school district is going to continue to support and promote diversity. Moving forward, we will continue to fully support NO discrimination in the district. We are going to continue to increase cultural sensitivity and continue working on being inclusive. A working committee will be established to put real plans into place that will hopefully assist with improving and promoting diversity in the district.
6. The Executive County Superintendent's throughout the state met with with Department of Education officials a few weeks ago to discuss additional videoconferencing apps and the 2020-2021 QSAC monitoring given the many disruptions to the normal operating procedures this year. I will also share that information with the Board when it becomes available.

7. There are 547 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
8. The 8th grade virtual graduation is scheduled for this Friday, June 19, 2020 at 6:00 pm. I promise you that it is going to be an outstanding ceremony. We are also planning on holding a celebration for the students and their parents sometime during the summer depending upon the rules and capacity number determined at that time. Just a note, this Friday, June 19th is also the last day for our teachers.
9. Our next Board of Education meeting is scheduled for July 13, 2020.
10. 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

Our Health and Wellness Committee met again last week to discuss plans for next year. We realize when we come back to school, we will need to spend time working on social and emotional skills with students and staff. We will be putting an emphasis on mindfulness and working towards a growth mindset. This will continue to be one of our goals next year.

Mrs. Schroback, our guidance counselor, was awarded a no bullying grant! With over 80 applicants around the country, our school was selected to receive a bullying prevention grant for the upcoming school year! This grant allows our school access to new anti-bullying software which assists schools in tracking data, allows students and staff to report incidents in real-time by a computer, cell phone or any smart device, and also provides comprehensive lessons for students in various grade levels. Program interventions and lessons are set up in a multi-tiered system and can be delivered in person or virtually. The program focuses on strengthening students' understanding of what bullying is, how to react to a situation and strategies to use if they feel they are being bullied or if they witness an incident. The program also focuses on fostering resilience in students and encourages them to be upstanders. The program was created by Tom Thelen who has spoken at over 500 schools across the country. It is being used at schools around the US, Canada and other countries, and has shown great success with students! Information can be found at www.nobullyingschools.com.

On Thursday at 6 p.m., we will be hosting a celebration drive-by for our 8th-grade graduates! Staff will assemble in the school drop off area and parking lot. Families of 8th-grade graduates will be invited to drive through while we cheer them on! We hope this will be a unique experience for our graduates and their families!

Staff and students have been very busy finalizing details to close out the school year. Teachers have been coming up with creative ideas and ways to have fun with the students during these last few weeks of school. Third-grade students participated in a virtual field day, 7th and 8th-grade students participated in a virtual field trip hosted by Liberty Science Center, tomorrow students in 6th grade will put on a virtual talent show, students in first grade have participated in virtual scavenger hunts, and there have been many lunch bunch groups! We are so proud of our staff for their creativity and perseverance during these last several months. We do not know what September will bring, but we know we will be able to meet the needs of our students because of our amazing staff!

Mr. President, so ends my report.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

Much of the work of the Business Office these days has to do with closing out the 19-20 year in anticipation of the operations of the 20-21 year.

With that, one of the resolutions on today's agenda is the "Transfer of Current Year Surplus in Reserve". This authorizes the Board, at the completion of the CAFR, most likely in November to place money in the Capital and Maintenance Reserve Funds and is a statutory requirement. It's much too early to have hard numbers to count on as to what the Current Year Surplus will be and keeping in mind Surplus money is also used for a revenue in the budget creation. As this clears itself up between now and October or so, the Board will have a much better idea as to treat this year's surplus.

Another development that's come up is the Board's participation in a consortium for the use of Title III funds. In the past, Carlstadt has been a member of a consortium with River Dell as the lead agency. This relationship has been terminated and it's come to our attention that it's in our best interest to host, or be the lead agency in a new Title III consortium. As this will award to the district \$9797. If we did not host the consortium, the money would be returned to the State, certainly something we don't want to do. The actual acceptance of the funds is on today's agenda. I would anticipate a Board resolution in July memorializing the Lead Agency status of this consortium. At this point the other participating districts are Montvale and Hillsdale. Also of note is the reduction in State Aid due to the economic downturn with the Covid Pandemic. Essentially, the district has lost \$46k of anticipated revenue. Ms. Slamb sent an email to the Finance Committee and district administration highlighting her strategy for the coming year. This would reduce expenditures to match the reduction in revenues, noting the district's financial stability, which I fully agree with.

Cypreco has completed the work in the Therapy room and will be starting work on the Security Vestibule project I would expect this week.

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 the employment contract for Megan Slamb, Business Administrator/Board Secretary effective July 1, 2020 through June 30, 2021 at an annual salary of \$136,578.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the employment contract for Allison Evans, Assistant Superintendent of Curriculum effective July 1, 2020 through June 30, 2021 at an annual salary of \$130,038.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the contract for Steven DiGeronimo, Interim Business Administrator.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the employment contracts effective July 1, 2020 through June 30, 2021 as follows:

a.	Kenneth Foy	Principal	\$145,683
b.	Diana Silva	Director of Special Services	\$127,473
c.	Janet Olsson	Technology Coordinator	\$113,664
d.	Denise Henke	Admin. Asst. to the Business Admin.	\$ 79,998
e.	Michelle Eckert	Admin. Asst. to the Superintendent	\$ 64,272
f.	Arlene Zierold	Accounts Payable Clerk	\$ 38,170
5. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Christina Aiello from BA+15 Step I, \$68,247 to MA Step I, \$74,779.
6. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Mary Anderson from BA Step S, \$94,328 to BA+15 Step S, \$96,593.
7. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Rachel Bello from BA Step H, \$64,302 to MA Step H, \$72,556.

8. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Andrea Fallacaro from BA+15 Step H, \$66,445 to MA Step H, \$72,556.
9. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Alexander Gisoldi from MA Step S, \$104,562 to MA+15 Step S, \$110,241.
10. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2020-2021 school year for Robert Zimmermann from BA+15 Step I, \$68,247 to MA+15 Step I, \$79,796.
11. Upon the recommendation of the Superintendent of Schools, the Board approves summer hours for all district offices effective Monday June 22, 2020 through July 31, 2020, Monday- Friday 8:00 am to 2:00 pm with a 1 hour lunch and effective August 3, 2020 through August 28, 2020 Monday-Thursday 8:00 to 2:00 pm with a 1 hour lunch.
12. Upon the recommendation of the Superintendent of Schools, the Board approves Maryann Stendardo as a Substitute Teacher Aide for the 2020-2021 school year, pending completion of all paperwork.
13. Upon the recommendation of the Superintendent of Schools, the Board approves Stephen Henke as a Substitute Custodian pending completion of all paperwork.
14. Upon the recommendation of the Superintendent of Schools, the Board concurs with the approval of Shackil Solutions to provide 4 days of virtual professional development June 16-19, 2020 from 8:30 to 12:45 at a cost of \$8,140 using the following funds:
 - \$2025.37 Title III Funds
 - \$664.59 Title III Riverdell Consortium Funds
 - \$2,286.02 Title III Funds
 - \$3,124.02 Title I Funds
15. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Christine Bradley, Diane DeBiase, Maria Jusino and Claire Stagg at the NJECC Summer Virtual Google Workshop July 6-9, 2020 at a cost of \$165 per person for three attendees and one attendee using entitlements.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the following Special Education Teachers for the Special Education Extended Year Program July 6, 2020 through July 31, 2020 four hours per day at \$40 per hour: Theresa Forte, Yosstina Gadalla, Jacklynne Huster and Caitlin Sobota.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the following Aides for the Special Education Extended Year Program July 6, 2020 through

6. Upon the recommendation of the Superintendent of Schools, the Board approves the Linkage Agreement with South Bergen Jointure Commission for 2020-2021 school year providing ten month rental income of \$45,955.00.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the bid licensing, time and material/maintenance service for the 2020-2021 school year with Educational Data Services of \$4,890.
8. Upon the recommendation of the Superintendent, the Board approves Pursuant to PL 2015, Chapter 47 the Carlstadt Board of Education intends to renew, award, or permit to expire the contracts previously award by the Board of Education. These contracts are, and have been in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A: 18. et seq., N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200. Compliance with new contracts not listed will be available for review in the business office prior to board action.
9. Upon the recommendation of the Superintendent of Schools, the Board designates Brown & Brown Benefit Advisors as the Broker of Record for the Carlstadt Medical and Prescription Plans for the period July 2020 - June 2021.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the payment of the 2019-2020 Merit Bonus Goals for Megan Slamb, Business Administrator, as outlined below:

Goal 1: Qualitative	2.50%	\$3,315.00
Goal 2: Qualitative	2.50%	\$3,315.00

11. Upon the recommendation of the Superintendent of Schools, the Board approves the continuous of the Copier lease with purchase agreement with Atlantic for the term of five years (2018-2023) in accordance with Exhibit B schedule of payments.
12. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Strauss Esmay Associates for District Online and Bylaws & Policies Online for the 2020-2021 school year at annual cost of \$4,635.
13. Upon the recommendation of the Superintendent of Schools, the Board approves the correction of the Food Service contract on the March 16, 2020 meeting (motion #8) to reflect the proper management fee to **.2142 per meal**, as indicated in bold print.
14. Upon the recommendation of the Superintendent of Schools, the Board approves the correction of the School lunch reduced lunch prices on the March 16, 2020 meeting (motion #9) to reflect the proper amount of **.00** for reduced lunch/breakfast as indicated in bold print.

15. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with On Course Systems for teacher evaluation and SGO services in the amount of \$5,561.05 for the 2020-2021 school year.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Fire and Security Technologies for the 2020-2021 school year for inspection/testing and annual maintenance of the fire alarm system and all attached components, at an annual cost of \$4,454.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with EMCO for the elevator maintenance for the 2020-2021 school year at a cost of \$2,160.
18. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Genesis Educational Services for the student information services system for the 2020-2021 school year at a cost of \$12,914.
19. Upon the recommendation of the Superintendent of Schools, the Board approves the annual service agreement with J&J Gym Floors for the 2020-2021 school year not to exceed \$3,390.
20. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Student Accident coverage policy for the 2020-2021 school year with Bollinger through Professional Insurance Associates. This policy is parent paid.
21. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Professional Insurance Associations as the district's Risk Management Consultant for participation in NESBIG Insurance Consortium for the 2020-2021 school year.
22. Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2020-2021 Individuals with Disabilities Act (IDEA) application and acceptance of the funds as follows:
 - a. Basic: \$148,018
 - b. Preschool: \$6,705
23. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with New Beginnings for the 2020-2021 school year for tuition in the amount of \$71,651.58 and extraordinary services of \$38,220 for student # 23007.
24. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with New Beginnings for the 2020-2021 extended school year for tuition in the amount of \$11,810.70 and extraordinary services of \$6,300 for student # 23007.

25. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure Commission for the extended school year 2020-2021 tuition in the amount of \$3,700 per student for ID#'s 22729, 22902, 22807, 23038, 22743, 22408, 22537, 22860, 23147.
26. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Frontline Technology for software licenses agreement IEP Direct Subscription not to exceed \$7949.10 for 2020-2021 school year.
27. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Safe Schools Integrated Pest Management for the 2020-2021 school year at an annual cost not to exceed \$3,780.
28. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Butler Water Corrections for the 2020-2021 school year at an annual cost of \$3,000.
29. Upon the recommendation of the Superintendent of Schools, the Board approves to award the Contract to RFP Solution for \$11,695.20 to provide Keyscan Door Access. This contract was procured through the district's membership with Camden County Educational Services cooperative pricing system agreement – 66CCEPS for the 2019-2020 school year.
30. **WHEREAS**, Megan S. Slamb, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to **\$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Carlstadt Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Megan S. Slamb, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.
31. **WHEREAS**, Steven DiGeronimo, Interim School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to **\$44,000**, effective for the term of contract;

NOW, THEREFORE BE IT RESOLVED that the Carlstadt Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Megan S. Slamb, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- 32.** Upon the recommendation of the Superintendent of Schools, the Board approves the Automatic Temperature Control Services, Inc. for the 2020-2021 school year at a cost of \$7,457.20.
- 33.** Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2020-2021 Elementary and Secondary Education Act (ESEA) application and acceptance of the funds as follows:
 - a. Title I : \$90,209
 - b. Title II-A: \$14,191
 - c. Title III: \$9,797 (to be expended through a consortium)
 - d. Title III Immigrant: \$2,378
 - e. Title IV: \$10,000
- 34.** Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2020-2021 Coronavirus Aid, Relief , Economic Security (CARES) application and acceptance of the funds of \$72,163.
- 35.** Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC as Labor Counsel and Consultant for Negotiations for the period of July 1, 2020 through June 30, 2021, at a rate of \$165 per hour.
- 36.** Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Blanket Accident Insurance Policy for the 2020-2021 school year through Professional Insurance Associates.
- 37.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with CDWG Government to purchase Chrome Books and Licenses for \$52,848.32 procured thru state contract technology and supplies and services #ESCNJ18/19-03 for the 2019-2020 school year.
- 38.** Upon the recommendation of the Superintendent of Schools, the Board approves the annual agreement with Asset Works, LLC for inventory appraisal services at a cost of \$3,630 for the 2020-2021 school year.

39. Upon the recommendation of the Superintendent of Schools, the Board approves the resolution to transfer Current Year Surplus, as follows:

Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the commissioner of education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into an Maintenance Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education has determined that an amount not to exceed \$20,000 is available for such purpose of transfer, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education has determined that an amount not to exceed \$2 million is available for such purpose of transfer, and

WHEREAS, the Carlstadt Board of Education will not exceed the maximum allowable amount defined by the district's Long Range Facilities Plan to be transferred to the Capital Reserve Account, and

NOW THEREFORE BE IT RESOLVED, by the Carlstadt Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

ADDENDUM

1. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Apple Computer Inc. to purchase IMAC Intel Core I5 Processors for \$118,915 procured through the Educational Services Commission of New Jersey, contract # ESCNJ18/19-67, Apple Corporate Contract number 1062153 for 2020-2021 school year.

Moved Mr Figueroa

Seconded Mr. Ficetola

Mr. Cherichello x **Mr. Christiano** x **Mr. Cox** x **Mr. Ficetola** x

Mr. Figueroa x **Mrs. McNeill** x **Mrs. Nunziato** --- **Mr. Shah** Abstain 6&25

Mr. Offreda x

