

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. The NJ ASK Science testing in grades 4 and 8 was completed last week. At this point, we have not been informed as to when the results will be available. We have been told that PARCC results should be available sometime during the summer.
2. Our middle school band and choral students performed in the annual Spring concert on May 24th. The performances by the students were excellent. Much thanks to the students, Mrs. Mello and Mr. Garde for the wonderful performance.
3. We currently have 35 registrations for next year's Pre-K. This number is inclusive of 6 Pre-school disabled students. It is looking as though we are going to run two sections of pre-K during the 2018-2019 school year. We usually make a final determination regarding this program based on the number of registrants towards the end of the school year or early in the summer.
4. The Kindergarten orientation will be held this Wednesday, June 6th and the Pre-K orientation will be held Thursday, June 7th. Both programs will start at 9:00 a.m. Much thanks to the teachers, Mrs. Polifronio and Mr. Foy for discussing these programs. A thank you to Beth Penna for also always being there to talk about the PTA and its role in the district.
5. The district's Art show was held Wednesday, May 23, 2018 from 6-8 pm on the second floor. The entire show was absolutely outstanding! There was a tremendous amount of projects for all attendees to see and activities for both students and parents to participate. Many teachers also assisted with the show. I A special thank you to Mandy Colangelo, school staff and administration for putting all of this together.
6. The PTA sponsored talent show will be held Friday, June 15th in Gym A at 7:00 p.m. Much thanks to Beth Penna and all of the PTA members and parents who organize this event every year.
7. This year marks our 152nd Annual Picnic for the children in Carlstadt. The date has been set for Saturday June 16, 2018. I apologize but have been stating that it was the 23rd. It is June 16th.
8. We will be holding a technology get together for Carlstadt Senior citizens on tomorrow, June 5, 2018 at 1:00 pm. in computer 213A. A survey was sent to the seniors asking them about technology topics that they might be interested in

learning about. Much thanks to Allie Evans and Janet Olsson for taking charge of this community outreach.

9. The Recycling Awards will be held on Monday, June 18th at 6:00 p.m. at Boro Hall.
10. The 8th Grade Buffet is scheduled for Thursday, June 21st at 6:30 p.m. here in the cafeteria.
11. The 8th grade graduation is scheduled for Tuesday June 26, 2018. Graduation will again be held in Gym “B”. This will not interfere with Becton’s graduation which is being held on Wednesday, June 20th.
12. Just a reminder. I have completed my portion of the annual Superintendent evaluation. Please complete the individual Board member section as soon as possible so we can set up a date and time prior to the July 1st deadline.
13. 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.
14. As a requirement under the Anti-Bullying Bill of Rights Act, Chief School Administrators are required to report incidents of violence, vandalism, substance and weapons offenses and HIB cases two times per year. As of June 4, 2018, we did not have any reportable violence, vandalism, weapons or substance offenses. The Carlstadt Public School District has had 7 HIB cases investigated since January 9, 2018, where it was determined that 1 out of the 7 resulted in Harassment, Intimation or Bullying. The total numbers for the year are as follows. There have been 13 reported 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.

MR. COX, SO ENDS MY REPORT.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

- The kick-off meeting for the Summer Roof Project took place on May 31st. We have coordinated with the Town to ensure reasonable access to the building and property is maintained, and to ensure that all scheduled programs continue as planned. Both the roof project and façade project will commence on June 27th following the last day of school.

- The district's review of pipes has continued and we are in the process of getting quotes for the corrosion analysis.
- The business office is in the process of planning for the end of the year closeout and preparation for the annual audit. This year's audit is scheduled to begin in August.

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: (Mrs. Lahullier)

1. Upon the recommendation of the Superintendent of Schools, the Board approves to grant tenure to Diane DeBiase, Secretary, effective the first day of her attendance after July 1, 2018.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the employment contract for Megan Pepe, Business Administrator/Board Secretary effective July 1, 2018 through June 30, 2019 at an annual salary of \$127,500, pending county approval.
3. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2018-19 school year for Jennifer Milligan from BA+15 Step I, \$68,057 to MA+30 Step I, \$83,648. This amount may be adjusted upon approval of the 2018-2019 negotiated agreement.
4. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2018-19 school year for Lisa DelMauro from BA+15 Step G, \$62,975 to MA+30 Step G, \$77,558. This amount may be adjusted upon approval of the 2018-2019 negotiated agreement.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the revised 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).
6. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Tatiana Araz as Long Term ESL Substitute commencing September 5, 2018 through November 24, 2018, at a rate of \$125 per day.

7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of Denise Henke, Administrative Assistant and Arlene Zierold, Administrative Accounts Payable Clerk, at the workshop “Administrative Assistant Program” sponsored by NJASBO, on May 8, 2018, in Rockaway, with a workshop registration fee of \$100 each.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Nicole Bevacqua as a substitute teacher for the 2017-2018 school year, pending completion of all paperwork.
9. Upon the recommendation of the Superintendent of Schools, the Board approves Kerri Kriete as a substitute teacher for the 2017-2018 school year, pending completion of all paperwork.
10. Upon the recommendation of the Superintendent of Schools, the Board approves Rachel Nelson as a substitute teacher for the 2017-2018 school year, pending completion of all paperwork.
11. Upon the recommendation of the Superintendent of Schools, the Board approves Rachel Nelson as a substitute teacher aide for the 2017-2018 school year, pending completion of all paperwork.

Tabled Motion #3, #5

ADDENDUM

1. Upon the recommendation of the Superintendent of Schools, the Board approves the evidence of attainment of the 2017-2018 Merit Bonus Goals for Stephen Kollinok, Superintendent of Schools, as outlined below:

QUANTITATIVE GOAL #1 PERCENTAGE: 3.33% DOLLAR VALUE: \$5,020.00

APPROVED GOAL STATEMENT

During the 2017-2018 school year, a comprehensive evaluation of 100% of the services provided to students with disabilities in the Carlstadt Public School District will be conducted. This effort will include evaluating all self-contained, Resource Center and fully mainstreamed classroom settings. In addition, related services and supplemental services provided to students with disabilities will also be evaluated. The process will be led by the Superintendent in conjunction with the district’s Director of Special Services. Interviews with key district personnel, survey data of staff and parents and classroom/related services visits will be completed. The evaluation will include a summary of the programs and issues that impact upon the delivery of services to the special needs students. It will provide recommendations to improve services based upon the vision of the district and current best practice standards.

EVIDENCE OF ATTAINMENT:

During the 2017-2018 school year, the Superintendent of Schools conducted an extensive evaluation in coordination with the district’s Director of Special Services of the special education department, including programs and services. The overall focus of the review was to gain a greater understanding of the current status of special education programs and services within the district;

identify the strengths of the existing programming; and determine what issues need to be addressed to enhance current programming. In the Fall of 2017, a program evaluation was conducted based on a four pronged approach. This included a survey of key stakeholders, observation of programs, processes and classrooms, small group and individual interviews and discussions and a review of multiple points of data including LinkIt, Aims, PARCC, F&P and Functional Assessment data. Through this in-depth review, many program strengths have been identified. An inventory of curricular programs, assessment techniques, and instructional methodologies was conducted to ensure there is consistency and fidelity of implementation throughout the program. Instructionally, teachers utilize a center-based instruction model (CBI) to target skill deficits. CBI is a research-based instructional strategy that leads to increased student achievement. From an assessment standpoint, teachers aim to triangulate their assessment data to inform instruction. The Special Education Department is using multiple data measures including both formative and summative techniques. Teachers have been afforded the opportunity to attend comprehensive professional development in Readers & Writers Workshop, Linkit, and Aimsweb Curriculum-Based Measures. All trainings are followed up with subsequent consultation with the Director of Special Education and/or Literacy Consultant, to ensure implementation fidelity and success. Both teachers and paraprofessionals work closely with the district behaviorist where they have learned to implement classroom-wide and individual behavior management strategies. Paraprofessionals are assets to our district. Under the direction of the teacher, they provide supplemental support and administer assessments in the general and special education classrooms. Parents and CPS teachers were surveyed through Google forms and paper-based questionnaires. The results indicate that the Special Education Department values teamwork and collaboration. Additionally, they do an excellent job to clarify the IEP process, document parent concerns, provide linkage to outside agencies, and encourage education & participation in the decision-making process. Extended School Year is provided to students to assist with the maintenance of their IEP goals and objectives. There were also several systemic barriers identified during the review. Carlstadt's special education department staff number is less than many other district's with the same number of classified students with numbers that range between 96 and 112 students. In addition, state funding, time constraints, student mobility, need to increase rigor, student chronic absenteeism and training for paraprofessionals are areas that have been identified as those needing additional attention. The review also identified specific problems and solutions in areas such as procedures, central office filing and improving student outcomes. Formalized procedures to create consistency in accordance with district policy and N.J.A.C. will be established. Updated central office filing to ensure compliance has already been completed. In addition, Aimsweb, Math W/S, Literacy and Mathematics coaches and training have been utilized during the 2017-2018 school year and will continued next year. The district piloted Aimsweb during the 2017-2018 school year with a full implementation planned for 2018-2019. The Director of Special Education will also continue to provide ongoing consultation and guidance to determine individual and classroom wide deficits and identify additional interventions. This review has assisted Carlstadt's administrative team and the special education department in having a guided discussion that will enable effective short and long-range planning to occur while addressing targeted issues.

Determining the effectiveness and utilization of current special education personnel and their roles and responsibilities with respect to serving students with Individualized Education Programs will continue to be discussed. Determining if the district provides a continuum of services to meet the diverse needs of the special education population will also be reviewed. Professional Development

and a comprehensive approach to program development will also be explored further. This goal was achieved. Department in having a guided discussion that will enable effective short and long-range planning to occur while addressing targeted issues.

Determining the effectiveness and utilization of current special education personnel and their roles and responsibilities with respect to serving students with Individualized Education Programs will continue to be discussed. Determining if the district provides a continuum of services to meet the diverse needs of the special education population will also be reviewed. Professional Development and a comprehensive approach to program development will also be explored further. This goal was attained.

QUANTITATIVE GOAL #2 PERCENTAGE: 3.33% DOLLAR VALUE: \$5,020.00

APPROVED GOAL STATEMENT

The Carlstadt Public School district's Emergency Management Operations Manual is revised on an annual basis. The June 2018 goal will be to complete phase 3 of the school security project that will include the installation of 4 additional outside cameras, 4 lockdown boxes located in each of the faculty workrooms and improved strobe lights located on the perimeter of the building indicating that a lockdown is in progress. These additional security measures will be added to the existing manuals. Several meetings with school officials, police officials and other appropriate individuals will be held throughout the 2017-2018 school year. All meetings will be documented for future reference.

EVIDENCE OF ATTAINMENT:

This goal was again one of the most comprehensive and time consuming goals established. The Superintendent, School Business Administrator and Technology Coordinator first met two years ago with a committee that included representatives from the Police Department, Emergency Management, Board of Education members and Administration. After discussing the desired goals, the Superintendent and Technology Coordinator met with 5 different vendors on several occasions each to discuss the specific parameters and request quotes to complete the task. It was determined that Intralogic would complete the work at the school. The final meeting with this company prior to receiving installation plans included both the Carlstadt Chief and Deputy Chief of Police, School Administration and representatives from Intralogic. It was also decided that the project would be completed in phases. This final phase 3 also completed by Intralogic has hopefully created a camera system, lockdown system, audio notification and strobes on the interior and exterior of the building that offer the students, staff and community an outstanding emergency notification system that can be utilized for various scenarios. Representatives from several school districts have visited the school to see the system in operation. This information was added to the existing Emergency Manual and submitted to the Bergen County Superintendent of Schools. All documentation is on file in the Carlstadt Public School Central Office for review. This goal was attained.

QUANTITATIVE GOAL #3 PERCENTAGE: 3.33% DOLLAR VALUE: \$5,020.00

APPROVED GOAL STATEMENT

During the 2017-2018 school year, 100% of the district's middle school students will be afforded the opportunity to utilize new technology in the performing and visual arts areas. The Superintendent will work with staff and administration to place emphasis on digital photography, graphic design, opportunities in the television studio and various recording techniques. These technological areas will be explored and showcased throughout the school. The district's website, bulletin boards and a scheduled spring art show will showcase the student's work.

EVIDENCE OF ATTAINMENT:

Students in the middle school were afforded various opportunities to explore and learn new technologies through a variety of digital platforms and tools. The Carlstadt Public School currently offer many courses that utilize innovative tools to engage students in learning through multi-dimensional projects. Course offerings include Coding, Video Production, Music Technology, Life-Tech, Digital Arts, and STEAM. In addition to these cycle course opportunities, students utilized technology during instruction on a daily basis using the Google Suite products.

Regarding Coding, Easy Code Pillars is an online, interactive curriculum that teaches students coding principles using the Python programming language. In Easy Code Pillars, students use the Codesters coding environment to learn key coding principles and Python syntax through a series of activities in each lesson. Activities include small coding challenges, debugging practice and short quizzes to test understanding. Each lesson ends with a coding exercise in which students create their own project applying the skills learned. In addition to basic coding principles, students learn how to animate objects, play sounds and use mouse and keyboard input. The curriculum includes detailed lesson plans and other scaffolding to ensure teachers can teach coding concepts even if they have no previous experience with coding themselves. Easy Code Pillars is divided into four mini-courses. Music Technology, Digital Arts, STEAM and Video Production. The students were afforded the opportunity to create music compositions using various music apps available through a MIT online app. In addition, they utilized online interactive programs to study the evolution of different music genres. Students were also afforded the opportunity to learn the process of incorporating music into film. In the digital arts area, the students learned computer illustration techniques, image manipulation, animation, web design, digital camera use, and graphic design visual literacy. Video production included having the students learn about Pre-production, Production and Post-production in a television studio atmosphere.

The STEAM classroom incorporated and integrated interdisciplinary approaches to 21st century learning and problem solving. Engineering and design provided the students with an engaging and enriching learning atmosphere. Students participated in real world problem solving through exploration, inquiry, and hands on design. Students were collaborative while researching and being creative. Technology was utilized to engage students in learning and make projects easier to solve. Communication skills became necessary as a member of a team and were cultivated through this course.

On May 23, 2018, the Carlstadt Public School hosted its first Art Show. Students worked on projects throughout the year that were displayed for family, friends, community members, staff, and students to see. Projects on display included a variety of mediums and techniques, making the

artwork multidimensional and visually appealing. Every student in CPS had a piece of artwork, or more, on display. Artwork was displayed in various locations on the second floor including bulletin boards in the hallways, the art room, the media center, hanging from the ceilings, and covering the walls. The art show not only included a gallery of art work but also afforded attendees the opportunity to create art with their family. There were eight stations set-up including projects that involved art, technology, engineering, and activity. These stations included painting of Aztec Suns, creation of literary poems using oil pastels, watercolor wonder investigation, gravity drip paintings, taking radical selfies with innovative digital tools, coding basics, video production studio exploration, and a fitness challenge. This goal was attained.

QUALITATIVE GOAL #1 PERCENTAGE: 2.50% DOLLAR VALUE: \$3769.00

APPROVED GOAL STATEMENT:

During the 2017-2018 school year, the Superintendent of Schools will create a Substitute Empowerment Team. This “SET” will review current practices and provide training to the district’s substitute roster in the areas of school safety, security, classroom management, anti-bullying and school protocols. A Substitute Handbook will be created to assist substitute teachers, staff and administration clarify the duties and responsibilities of substitute teachers in the district.

EVIDENCE OF ATTAINMENT:

The Carlstadt Public School District created a Substitute Empowerment Team to review the current practices and how training could be provided to the district’s substitute roster in the areas of school safety, security, classroom management, anti-bullying and school protocols. The committee reviewed the current duties and responsibilities of substitute teachers in the district and discussed in detail the areas that would most assist the substitute teachers, staff and administration. The building principal has consistently interviewed all prospective substitute teachers prior to their first assignment within the Carlstadt Public School. Discussions during the interview also focus upon the importance the student safety and knowing the duties and responsibilities required during fire and/or lockdown drills. The substitute handbook now affords the principal and substitutes the opportunity to focus upon those topics that the committee believed to be the most pertinent and important. The substitute handbook contains a great deal of information designed to assist the substitutes throughout the school day. Topics discussing beginning of the day classroom routines, pre-assignment notes, responsibilities and procedures and monthly fire and security drills are just some of the areas included within the handbook. All procedures and policies contained within the Substitute Handbook are subject to continuous updating and improvement. This goal was attained.

QUALITATIVE GOAL #2 PERCENTAGE: 2.50% DOLLAR VALUE: \$3769.00

APPROVED GOAL STATEMENT:

During the 2017-2018 school year, the Superintendent of Schools will establish a comprehensive outreach to the community at large including parents, students and those community members without students currently enrolled in the district through scheduled meetings and the use of technological tools to expand and improve communications.

