

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 Absent Mr. Ficetola x Mrs. Hamilton 7:01 Mrs. Lahullier x
Mrs. McNeill x Mrs. Nunziato x Mr. Riveros x 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: None

APPROVAL OF MINUTES: July 17, 2018 Regular Meeting
July 17, 2018 Executive Meeting
July 25, 2018 Special Meeting

Moved Mr. Ficetola Seconded Mrs. Hamilton
Mr. Christiano --- Mr. Ficetola x Mrs. Hamilton x Mrs. Lahullier Abstain
Mrs. McNeill x Mrs. Nunziato x Mr. Riveros x 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. School will be starting tomorrow for the students and by all accounts, everything should run quite smoothly. The usual child and parent separation issues are to be expected, and will be dealt with accordingly.
2. As of today, we have 34 students enrolled in the Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. All parents have paid the first installment of the tuition.
3. There are 560 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.
4. I will be putting the action plan together for the 2018-2019 District Goals after they are completed at our September 18th Board meeting. I will also be looking to have the Superintendent merit goals approved at that meeting. 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.
5. Our Back to School night for the elementary school students will be held Wednesday, September 12th at 7:00 p.m. The middle school Back to School night will be held Monday September 17th at 7:00 p.m. As in the past, there will hopefully be a good turnout and the parents will be given a great deal of information to assist them and their children throughout this school year.
6. Ms. Hilfrich and Ms. Evans will be reporting the results of the 2018 PARCC test at the September 18th Board of Education meeting as they are still analyzing the results.
7. So, needless to say, this has been in my opinion a very quick summer. The weather was not great being either too hot or very rainy. The building facade project was started and concluded when we were informed that it would. In addition, the roofing issues were also addressed and then re-addressed. I would like to personally thank Megan and Patrick for staying on top of all of these projects including an air conditioning chiller problem that occurred.
8. Mary Anderson, one of our science teachers, resident environmentalist and recycling guru has again been awarded the Bergen County Utilities Authority

Environmental Awareness Challenge Grant in the amount of \$1000.00 dollars. Congratulations to Mrs. Anderson for her outstanding work and contribution to this cause and for her sharing this with her students

9. Under the Harassment, Intimidation, 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 take place. It was necessary to report on this because HIB investigations are required to take place during the summer months should the need arise. 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. COX, SO ENDS MY REPORT.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

- At tonight's Building and Grounds Committee meeting we discussed the status of the summer construction projects. While the façade project was wrapped up mid-summer, we are still in the process of finishing the district roof project. The roof is water-tight and secure, but there are details of the project which have not yet been completed. I am working with the district architect and district counsel to ensure the project is completed properly.
- The committee also reviewed the district's RFP for architect of record, and will be moving forward with a select send distribution to architectural firms with strong reputations among NJ school districts.
- On tonight's agenda, you will see a new service agreement with TRANE for maintenance of the Chiller and HVAC system. We believe this will work to the district's benefit, as all of our systems are TRANE products.
- We continue to work to repair and remediate the district's identified pipe corrosion issues. We began our efforts on the third floor, which was the area identified as first priority.
- The district held a purchasing training in August for administrators and associated staff members. We will be approving an updated district-wide purchasing manual soon.
- The audit concluded on August 24th, and while we are awaiting finalized reports, the process went smoothly. Thank you to Denise Henke and Arlene Zierold for all of their hard work during the audit process.

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 concurs, with regret, the resignation of Esther Fletcher, Grade 6 Math teacher, effective August 31, 2018.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs, with regret, the resignation of Linda Griffiths, Grade 5 teacher, effective July 31, 2018.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Stacey Lipinski as a special education teacher aide up to 27.5 hours weekly (.79) starting September 1, 2018 through June 30, 2019, Step B, of the Teacher Aide Salary Guide pro-rated for contracted work period \$20,925.52.
4. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Anita Alfonso for the 2018-2019 school year as Grade 5 Teacher, MA Step F, at \$65,594.00, pending review of Legislation P.L.2018,c.5.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Emma Clarke as a substitute teacher for the 2018-2019 school year, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves Emma Stagg as a substitute teacher for the 2018-2019 school year, pending completion of all paperwork.
7. Upon the recommendation of the Superintendent of Schools, the Board approves Hatice Uysal as a substitute teacher for the 2018-2019 school year, pending completion of all paperwork.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Dennis Amato as a substitute teacher for the 2018-2019 school year, pending completion of all paperwork.
9. Upon the recommendation of the Superintendent of Schools, the Board approves Kaleigh Sinatra as a substitute teacher for the 2018-2019 school year, pending completion of all

paperwork.

10. Upon the recommendation of the Superintendent of Schools, the Board approves Jeffrey Vanore as a substitute teacher aide for the 2018-2019 school year, pending completion of all paperwork.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the adoption and implementation of Dance and Theatre curricula for grades Kindergarten-8th as aligned to the New Jersey Student Learning Standards (NJSLS).
12. Upon the recommendation of the Superintendent of Schools, the Board approves the 2018-2019 Statement of Assurance Regarding the Use of Paraprofessional Staff.
13. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2018-19 school year for Jill Bollinger from MA Step F, \$65,594. to MA+15 Step F, \$70,282.
14. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2018-19 school year for Andrea Fallacaro from BA Step F, \$57,975. to BA+15 Step F, \$60,012.
15. Upon the recommendation of the Superintendent of Schools, the Board approves advancement on the salary guide for the 2018-19 school year for Christina Aiello from BA Step G, \$60,832. to BA+15 Step G, \$62,975.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the re-appointment of a School Liaison/Resource Officer Program for the 2018 – 2019 school year between the Carlstadt Police Department and the Carlstadt Board of Education at no cost to the school district.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the 2018-2019 Proposed Merit Goals for Stephen Kollinok, Superintendent of Schools, as written:

CARLSTADT PUBLIC SCHOOL
PROPOSED SUPERINTENDENT MERIT GOALS
2018-2019

QUANTITATIVE GOALS

1. The Superintendent will enhance the Board's safe keeping of the world's natural resources by reducing the amount of paper purchased by 10%, reducing the amount of photocopying by 10%, and, reducing the amount of toner and ink cartridges by 10% during the 2018-2019 school year.

2. During the 2018-2019 school year, the Superintendent will create quarterly digital newsletters to improve communication within our school community and keep all stakeholders informed of progress toward district goals. The newsletters will feature evidence of learning opportunities, student activities, and participation in district-wide events happening throughout the district.
3. During the 2018-2019 school year, 50% of all formal observation reports completed by administration will contain indicators of and/or recommendations for technology integration.

QUALITATIVE GOALS

1. The New Jersey Legislature and the State Department of Education encourage children and adults to practice good nutrition and make healthy choices as well as participate in physical activity on a regular basis. The Superintendent will develop and initiate a plan (with support of the PE teachers and the administrative team) to assist students and faculty with understanding the importance of nutrition and fitness. The Superintendent will initiate programs including but not limited to guest nutritional or health speakers, planned before or after school activities such as meditation, yoga and walking clubs, wellness events, 10,000 step a day contests, and movement for both teachers, staff and students.
2. During the 2018-2019 school year, the Superintendent will develop a new Staff Handbook, which includes general information, procedures for various district operations, schedules, and an appendix of important supporting documents.

Moved Mrs. Lahullier

Seconded Mr. Ficetola

**Mr. Christiano _---_ Mr. Ficetola _x_ Mrs. Hamilton _x_ Mrs. Lahullier _x_
Mrs. McNeill _x_ Mrs. Nunziato _x_ Mr. Riveros Abstain #16 Mr. Offreda _x_
Mr. Cox Abstain #16**

LEGISLATIVE/POLICY COMMITTEE: (Mr. Riveros)

1. Upon the recommendation of the Superintendent of Schools, the Board approves revised Policy, Board of Education Title Page for the 2018-2019 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves on second reading the following Policy (Alert 213):

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|--------------------------|--------|--|
| Policy-Revised (M) | #P2700 | Services to Nonpublic School Students |
| Policy-Revised (M) | #P7100 | Long- Range Facilities Planning |
| Regulation – Revised (M) | #R7100 | Long- Range Facilities Planning |
| Policy-Revised (M) | #P7101 | Educational Adequacy of Capital Projects |
| Regulation – Revised (M) | #R7101 | Educational Adequacy of Capital Projects |

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|------------------------|----------|------------------------------------|
| Policy-Revised | #P7102 | Site Selection and Acquisition |
| Regulation – New | #R7102 | Site Selection and Acquisition |
| Policy-Revised | #P7130 | School Closing |
| Policy-Revised | #P7300 | Disposition of Property |
| Regulation – Abolished | #R7300.1 | Disposal of Instructional Property |
| Regulation – Revised | #R7300.2 | Disposal of Land |
| Regulation – Revised | #R7300.3 | Disposition of Personal Property |
| Regulation – Revised | #R7300.4 | Disposition of Federal Property |

3. Upon the recommendation of the Superintendent of Schools, the Board approves on first reading the following Policy: (Alert 216)

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|--------------------------|--------|---|
| Policy-Revised (M) | #P1613 | Disclosure and Review of Applicant’s Employment History (New) |
| Regulation-Revised (M) | #R1613 | Disclosure and Review of Applicant’s Employment History (New) |
| Policy-Revised (M) | #P5512 | Harassment, Intimidation, and Bullying (HIB) |
| Regulation-Abolished (M) | #R5512 | Harassment, Intimidation, or Bullying Investigation Procedure |
| Policy-Revised (M) | #P5561 | Use of Physical Restraint and Seclusion Techniques for Students with Disabilities |
| Regulation-Revised (M) | #R5561 | Use of Physical Restraint and Seclusion Techniques for Students with Disabilities |
| Policy-Revised (M) | #R8561 | Procurement Procedures for School Nutrition Programs |

4. Upon the recommendation of the Superintendent of Schools, the Board approves on first reading the following Policy:

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|----------------|--------|--------------------------|
| Policy-Revised | #P2430 | Co-Curricular Activities |
| Policy-Revised | #P8220 | School Day |
| Policy-New | #P8311 | Managing Electronic Mail |

Moved Mr. Riveros

Seconded Mrs. Lahullier

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

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

1. Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Carlstadt Recreation Soccer for the use of the outside area October 6, 2018 with a rain date of October 7, 2018, from 9:00 a.m.-10:00 p.m. for a food truck festival.

2. Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Boy Scouts for use of the Cafeteria on December 18, 2018 for a meeting.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the request from Carlstadt PTA for the use of cafeteria, for monthly meetings, Mondays, 9/24/18, 2/11/19, also Wednesdays, 10/17/18, 11/14/18, 1/16/19, 3/20/19, 4/24/19, 5/22/19 and 6/12/19 from 6:30 p.m. to 9:00 p.m.

Moved Mr. Riveros

Seconded Mrs. Lahullier

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

FINANCE COMMITTEE: (Mrs. Hamilton)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for July and August 2018 as presented.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Intralogic Solutions, Inc. for the 2018-19 school year at an annual cost of \$240.
3. 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 2018-19 school year at a rate of \$92 per day.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Hillmar LLC to perform Bilingual evaluations for the 2018-19 school year for Spanish at a rate of \$500/per evaluation and other additional languages at a rate of \$700/per evaluation.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the service agreement with the Carlstadt Public School and Dr. Leslie Nagy, M.D. for the 2018-19 school year at a rate of \$700 per Evaluation and at a rate of \$350 for any No Show or without 24 hour prior cancellation.
6. Upon the recommendation of the Superintendent of Schools, the Board concurs the contract for Teacher of Deaf services between the Carlstadt Public School District and the Bergen County Special Services at a rate not to exceed \$1320 for the 2018-2019 extended school year for student #22940.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs the contract for Teacher of Deaf services between the Carlstadt Public School District and the Bergen County Special Services in the amount \$21,945 for the 2018-2019 school year for student #22940.

8. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Service and the Carlstadt Public School for SAP services for the 2018-19 school year in the amount of \$650.
9. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with the Ridgefield Board of Education for the 2018-2019 extended school year in the amount of \$8,266 for student # 22619.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2018-2019 school year in the amount of \$52,734 for student #22619.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Ridgefield Board of Education for the 2018-2019 school year for O/T special services not to exceed \$7,000 for student #22619.
12. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with the Ridgefield Board of Education for the 2018-2019 extended school year in the amount of \$8,266 for student # 20003.
13. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2018-2019 school year in the amount of \$52,734 for student # 20003.
14. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Ridgefield Board of Education for the 2018-2019 school year for P/T and O/T special services not to exceed \$7,000 for student #20003.
15. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with Bergen County Special Service and the Carlstadt Public School for extended school year for the 2018-19 school year in the amount of \$5,300 for student #19090.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #2 of \$143,640 to Spartan Construction, Inc. for the Façade Remediation project.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #3 (retainage) of \$7,785 to Spartan Construction, Inc. for the Façade Remediation project.
18. Upon the recommendation of the Superintendent of Schools, the Board approves the change order #1 (additional 140 LF of caulking) of \$7,700 to Spartan Construction, Inc. for the Façade Remediation project.

- 19.** Upon the recommendation of the Superintendent of Schools, the Board approves the change order #2 (deduct amount) of \$-2,300 to Spartan Construction, Inc. for the Façade Remediation project.
- 20.** Upon the recommendation of the Superintendent of Schools, the Board concurs with the service agreement with Supreme Consultants to perform interpreting and translation services at a rate of \$94/per session for the 2018-19 extended and school year.
- 21.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure for PT services not to exceed \$2850 for the 2018-19 school year for student #22905.
- 22.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointer for PT services not to exceed \$5700.00 for student #22853.
- 23.** Upon the recommendation of the Superintendent of Schools, the Board approves the Shared Service agreement with The East Rutherford Board of Education for an Occupational Therapist for \$53,956.53 annually which represents 50% of all costs and administrative expenses incurred as well as one half of the contract price for the services of the OT for the 2018-2019 school year.
- 24.** Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the student accident/Health Insurance policy for the 2018-2019 school year through Professional Insurance Associates.
- 25.** Upon the recommendation of the Superintendent of Schools, the Board approves the Joint Transportation Agreement with Carlstadt-East Rutherford Regional Board of Education for transportation of the in-district special education students at a cost of \$32,500 for the 2018-2019 school year.
- 26.** Upon the recommendation of the Superintendent of Schools, the Board approves the change order of \$6,170 payable to Roof Management, Inc. for the roof project.
- 27.** Upon the recommendation of the Superintendent of Schools, the Board approves the service and maintenance agreement with TRANE for the 2018-2019 school year at an annual cost of \$3,520.
- 28.** Upon the recommendation of the Superintendent of Schools, the Board approves the payment #1 of \$35,815 to Roof Management, Inc. for the roof replacement project.

- 29.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22408.
- 30.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22537.
- 31.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22729.
- 32.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22743.
- 33.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22807.
- 34.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22744.
- 35.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$67,400 for student #22860.
- 36.** Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2018-2019 school year in the amount of \$55,800 for student #22101.
- 37.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2018-2019 school year in the amount of \$61,560 pro-rated for student #22823.
- 38.** Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Bergen County Special Services for the 2018-2019 school year in the amount of \$60,660 pro-rated for student #19090.
- 39.** Upon the recommendation of the Superintendent of Schools, the Board approves the

contract with Bergen County Special Services for PT and Speech services for the 2018-2019 school year in the amount not to exceed \$8,385 for student #19090.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

None

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

ADJOURNMENT:

Motion to adjourn meeting at 7:16 pm

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

Respectfully Submitted,

Ms. Megan S. Pepe
School Administrator/Board Secretary