# 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__ Mr. Figueroa __x__ Mrs. McNeill __x__ Mrs. Nunziato _x__Mr. Riveros _Absent_ Mr. Shah __x__ Mr. Offreda _Absent_ Mr. Cox _x__**

**Superintendent Kollinok_ Absent_ Mrs. Slamb__x__ Mrs. Henke_Absent_**

**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:** **May 6, 2019 Worksession Meeting**
**May 6, 2019 Executive Session**

**Moved Mr. Ficetola Seconded Mrs. McNeill**
**Mr. Christiano _---_ Mr. Ficetola__x__ Mr. Figueroa __x__ Mrs. McNeill __x__ Mrs. Nunziato _Abstain_Mr. Riveros _---__ Mr. Shah __x__ Mr. Offreda _---_ Mr. Cox __x__**

**REPORT OF SUPERINTENDENT**

**Mrs. Megan Slamb read the Superintendent's report:**

**1.** The Carlstadt Public School District has completed the process of administering this year's NJSLA test which has taken the place of the PARCC administration. This year's test administration started last Monday, April 29th and ended just recently. We stressed the importance of having the student's take part in the administration of the test. Our participation numbers were maintained at a least a 95% participation rate. The 5th and 8th grade students took the Science State Assessment today and again tomorrow.

**2.** I have completed all of the Superintendent merit goals and can either discuss them in closed session tonight or at the June 18th meeting. It is your decision.

**3.** As of today, we have 26 students enrolled for next year's Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. There are 51 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 possibility of two sections of Pre-K at a date in the near future.

**4.** This year marks our 153rd Annual Picnic for the children in Carlstadt. The date has been set for Saturday June 15, 2019.

**5.** There are 555 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.** The district's Art show was held last Tuesday night from 6-8 pm on the second floor. There was a tremendous amount of projects for all attendees to see. A special thank you to Caitlin Gold, school staff and administration for putting all of this together.

**7.** The 8th grade graduation is scheduled for Friday, June 21, 2019. Graduation will again be held in Gym "B". This will not interfere with Becton's graduation which is being held on Thursday, June 20, 2019.

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

**REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY**

- Now that the final Budget Submission has been approved, the Business Office has begun closeout processes for the 2018-2019 Budget. This includes preparations for end of year purchasing, system rollover, and the 2019 audit.
- The district architects have prepared the summer 2019 Bids and the Bid opening is scheduled for May 30th at 2:00pm.
- The district also released a Request for Proposals for the Food Service Management Company. The state requires that every 5 years we revisit the contract for FSMC and consider any changes that need to be made. This year, the state department of agriculture has changed the bid process and is requiring a very different format for the proposals. The process has also become more stringent. The proposals will be subject to committee review and scoring. And a recommendation will be made at the conclusion of the review process.
- Finally, I would like to extend my gratitude to Janet Olsson and Evan Morley who collaborated to install a new vestibule camera and connected monitor in the main office. This allows for better facial recognition as well as a clearer image for the staff in the main office when providing entry. In addition, Ms. Olsson has been orchestrating various camera and software upgrades throughout the building which are providing us with better imagining and increased security.

**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 salary guide placement for tenured staff for the 2019-2020 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 approves salary guide placement for non-tenured staff for the 2019-2020 school year; and further that the

names and salary/guide placement be shown in the official minute book of the Board. (per attached)

**3.** Upon the recommendation of the Superintendent of Schools, the Board approves Charles Doell as a substitute teacher for the remainder of the 2018-2019 school year.

**4.** Upon the recommendation of the Superintendent of Schools, the Board approves hiring three custodial assistants for this summer beginning Monday, July 1, 2019 and working a maximum of eight weeks at hourly minimum wage.

**5.** Upon the recommendation of the Superintendent of Schools, the Board amends the previously approved resolution adopted on May 6, 2019 : the Board approves the following aide for the Out of District Special Education Extended Year, to follow out of district placement calendar, **8:00** a.m. to 1 p.m.at $20 per hour: Sandra Ciappina.

**6.** Upon the recommendation of the Superintendent of Schools, the Board amends the previously approved resolution adopted on May 6, 2019: the Board approves the attendance of Allison Evans and Janet Olsson at the ISTE's Annual Conference & Expo in Philadelphia, PA, Sunday, June 23, 2019 through Wednesday, June 26, 2019, for a total of **$2390**. inclusive of travel and meals.

Membership Fee: $125 each
Registration Fee: $425 each
Room: $369 per night **plus resort fees**

**7.** Upon the recommendation of the Superintendent of Schools, the Board approves Caitlin Sobota as home instruction teacher for Student ID# 22322 at a rate of $30 per hour not to exceed 5 hours per week effective immediately.

**Moved Mr. Ficetola** **Seconded Mr. Shah**
**Mr. Christiano _---_ Mr. Ficetola__x__ Mr. Figueroa __x__ Mrs. McNeill __x__**
**Mrs. Nunziato _x__Mr. Riveros _---_ Mr. Shah __x__ Mr. Offreda _---_**
**Mr. Cox __x__**

**LEGISLATIVE/POLICY COMMITTEE: (Mrs. Nunziato) None**

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

**1.** Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Girl Scouts for the use of Room 112 for a Bridging Ceremony on Friday, June 7, 2019 from 3:15 pm to 4:30 pm.

**2.** Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Carlstadt PTA for the use of Gym A for Talent Show Rehearsal on Monday, June 10, 2019 from 5:00 pm to 8:00 pm.

**Moved Mr. Ficetola Seconded Mrs. McNeill**
**Mr. Christiano _---_ Mr. Ficetola__x__ Mr. Figueroa __x__ Mrs. McNeill __x__**
**Mrs. Nunziato __x__Mr. Riveros _---_ Mr. Shah __x__ Mr. Offreda _---_**
**Mr. Cox __x__**

**FINANCE COMMITTEE: (Mr. Ficetola)**

**1.** Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending April 2019 as presented pursuant to N.J.A.C. 6A:23-2:11(a), the Carlstadt Board of Education acknowledges receipt of the secretary's certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of knowledge, as of April 2019 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2:11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**2.** Upon the recommendation of the Superintendent of Schools, the Board approves the Cash Report of School Moneys for the month ending April 2019 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 April 2019 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 May 2019 as presented.

**5.** Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Care Plus for Clearance evaluation for the 2018-19 school year, not to exceed $200 for ID#22763.

**6.** Upon the recommendation of the Superintendent of Schools, the Board approves the Linkage Agreement with South Bergen Jointure Commission for 2019-2020 school year providing ten month rental income of $45,055.

**7.** Upon the recommendation of the Superintendent of Schools, the Board approves the Automatic Temperature Control Services, Inc. for the 2019-2020 school year at a cost of $7,240.

**8.** Upon the recommendation of the Superintendent of Schools, the Board approves the renewal with software support contract with Computer Solutions, Inc. for the 2019-2020 school year at an annual cost of $7,740.

**9.** Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Safe Schools Integrated Pest Management for the 2019-2020 school year at an annual cost not to exceed $3,855.

**10.** Upon the recommendation of the Superintendent of Schools, the Board approves the licensing, right to know and maintenance fee for the 2019-2020 school year with GSE (Garden State Environmental) of $2,500.

**11.** Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Honeywell Service Agreement, Inc. for the 2019-2020 school year at an annual cost of $1,300.

**12.** Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Butler Water Corrections for the 2019-2020 school year at an annual cost of $1,750.

**Moved Mr. Ficetola Seconded Mr. Figueroa**
**Mr. Christiano _---_ Mr. Ficetola__x__ Mr. Figueroa __x__ Mrs. McNeill __x__**
**Mrs. Nunziato _x__Mr. Riveros _---_ Mr. Shah _x__ Mr. Offreda _---_**
**Mr. Cox __x__**

**UNFINISHED BUSINESS**
**None**

**NEW BUSINESS**

Mrs. Slamb reviewed the Policy #4233 Political Activities.

Mr. Shah asked about the Stigma free efforts.
Mrs. Slamb advised Mr. Shah that Ms. Helfrich would be the person to provide further details.

**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 7:10 pm

**Moved Mr. Ficetola Seconded Mr. Figueroa**
**Mr. Christiano _---_ Mr. Ficetola__x__ Mr. Figueroa __x__ Mrs. McNeill __x__**
**Mrs. Nunziato _x__Mr. Riveros _---_ Mr. Shah _x__ Mr. Offreda _---_**
**Mr. Cox __x__**

Respectfully Submitted,

Mrs. Megan S. Slamb
School Business Administrator/Board Secretary