

**SPECIAL MEETING MINUTES**

**OPENING** - Meeting called to order by President at 7:11 pm

**ROLL CALL**

Mr. Acanfora  Mr. Ficetola  Mrs. Hamilton  Mr. Lopez   
Mr. Offreda  Mr. Riveros  Mr. Young   
Mr. Cox  Mrs. Lahullier   
Superintendent Kollinok  Mr. Arifaj  Mrs. Henke

**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

**PRESENTATION:** None

**APPROVAL OF MINUTES:** December 12, 2016 Regular Meeting

Moved Mr. Young Seconded Mr. Cox  
Mr. Acanfora  Mr. Ficetola  Mrs. Hamilton  Mr. Lopez Abstain  
Mr. Offreda  Mr. Riveros  Mr. Young   
Mr. Cox  Mrs. Lahullier

**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 Re-Registration has gone very well. We are down to a small number of families that still need to bring the required information into the main office. The actual number is 7 out of 408 families remaining. The remaining families have been notified by a telephone call from the building principal stating that they are now not compliant with our request. All of the families contacted reported that

would bring in the necessary materials as soon as possible. I will keep the Board notified as the process comes to a conclusion.

2. The Carlstadt Public School District has been in the process of preparing for this year's PARCC administration. We will again stress the importance of having the student's take part in the administration of the test. Our participation numbers increased substantially last year over the previous year. However, we need to raise that number to 95% participation. We also understand that it is a parental right to not have their child participate in the test administration. I will keep the Board updated continually as we move closer to the administration of the test.
3. The middle school winter concert is scheduled for next Thursday, January 12, 2017, at 7:00 p.m. in Gym A.
4. Our next Board of Education meeting is scheduled for Tuesday, January 17<sup>th</sup> at 7:00 p.m.
5. 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 one incident investigated since the last Board of Education meeting that resulted in HIB. All necessary remedial and disciplinary actions took place.
6. 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 January 5, 2017 we did not have any reportable violence, vandalism, or substance offenses. The Carlstadt Public School District has had 2 HIB cases investigated since September 6, 2016, where it was determined that both cases investigated resulted in Harassment, Intimation or Bullying.

**Mrs. Lahullier so ends my report.**

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

**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 custodians did a great job getting the school ready during the holiday concerts. I wanted to thank Mickey and the staff for their efforts.

2. I have had discussions with our architect, Robert Donahue, and he informed me that we received DOE approval on the project applications and that he has started working on the specifications for the projects.

Mrs. Lahullier 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.

### **INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mr. Young)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves a \$2000 longevity stipend for Mariann Kronyak for completing 25 years of service as a teacher in our school district effective January 2, 2017.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Jenna Victory for the 2016-2017 school year as maternity leave replacement long term substitute teacher, for Grade 7 Language Arts, from January 30, 2017, through approximately June 23, 2017, (non-tenure track) BA, Step C, at \$51,202 pro-rated.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Victoria Crocitto as maternity leave replacement long term substitute teacher (non-tenure track), for Grade 3, from January 30, 2017, through approximately June 23, 2017, at a cost of \$125.00 per diem.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Kelsey Strouse as maternity leave replacement long term substitute teacher (non-tenure track), for Grade 1, from February 1, 2017, through approximately June 23, 2017, at a cost of \$125.00 per diem.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Marge Escolano as morning bus aide for the 2016-2017 school year.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the extension of Dawn Garrabrant as advisor of the seventh and eighth grade Debate Club, after school from December 2016 through May 2017, with a maximum of 20 sessions at the contractual rate of \$48 per session.

7. Upon the recommendation of the Superintendent of Schools, the Board approves Victoria Crocitto as a substitute teacher for the 2016-17 school year, pending completion of all paperwork.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Victoria Cumberbatch as a substitute teacher for the 2016-2017 school year, pending completion of all paperwork.
9. Upon the recommendation of the Superintendent of Schools, the Board concurs and approves submission of the ESEA Accountability Action Plan – 2016 Participation Rate and Assurances.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Bruce Young at the workshop “Technology Conference”, sponsored by NJSBA, on Thursday, March 2, 2017, West Windsor, with a registration fee of \$99 for members.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the Bergen County Technical Schools Senior Experience Program participation at the Carlstadt Public School. The Board further approves the Memorandum of Agreement between the Bergen County Technical Schools and the Carlstadt Public School regarding the Senior Experience Program.

**Moved Mr. Young**

**Seconded Mr. Cox**

**Mr. Acanfora  Mr. Ficetola  Mrs. Hamilton  Mr. Lopez**

**Mr. Offreda  Mr. Riveros  Mr. Young Abstain #10**

**Mr. Cox  Mrs. Lahullier**

**LEGISLATIVE/POLICY COMMITTEE: (Mr. Offreda)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves on second reading the following Policy:

By Law-Revised	#0132	Executive Authority
By Law-New	#0169	Board Member Use of Electronic Mail/Internet
Policy (M)	#P2110	Philosophy of Education/District Mission Statement
Policy-Revised (M)	#P2414	Programs and Services for Students in High Poverty and in High Need School Districts



2. Be it resolved, that the Board approves the agreement with e2e Exchange E-Rate Consultants to complete the Universal Service Fund application for the 2016-2017 school year and any previous funding years applicable. The Board will pay e2e Exchange 3% of any funding received, either in the form of discounts from vendors or reimbursements from the USAC, through the Universal Service Fund program. The district will pay \$750 consultant fee as part of this agreement.

**Moved Mrs. Hamilton** **Seconded Mr. Young**  
**Mr. Acanfora**  **Mr. Ficetola**  **Mrs. Hamilton**  **Mr. Lopez**   
**Mr. Offreda**  **Mr. Riveros**  **Mr. Young**   
**Mr. Cox**  **Mrs. Lahullier**

### ADDENDUM

1. Upon the recommendation of the Superintendent of Schools, the Board approves the service contract with Supreme Consultants to perform interpreting services for a max of 20 hours at a rate of \$47 per hour for the 2016-2017 school year.

**Moved Mrs. Hamilton** **Seconded Mr. Young**  
**Mr. Acanfora**  **Mr. Ficetola**  **Mrs. Hamilton**  **Mr. Lopez**   
**Mr. Offreda**  **Mr. Riveros**  **Mr. Young**   
**Mr. Cox**  **Mrs. Lahullier**

### UNFINISHED BUSINESS

### NEW BUSINESS

Mrs. Lahullier advised the board to review the packet and dates for the meetings this year and any interest in the committees.

Mr. Kollinok handed out to the board the 2017-18 school calendar for review and input.

### 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

