

**MINUTES**

*NOTE: Be advised that the Board may recess into executive session at anytime during the meeting.*

**OPENING** - Meeting called to order by President at 7:00 pm

**ROLL CALL**

Mr. Acanfora  x  Mr. Cox  x  Mr. Ficetola  x  Mrs. Hamilton  x   
Mr. Lopez  Absent  Mr. Offreda  x  Mr. Riveros  x  Mr. Young  Absent   
Mrs. Lahullier  x   
Superintendent Kollinok  x  Mr. Arifaj  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:** November 22, 2016 Regular Meeting  
November 22, 2016 Executive Meeting

Moved: Mr. Cox Seconded Mr. Acanfora  
Mr. Acanfora  x  Mr. Cox  x  Mr. Ficetola  x  Mrs. Hamilton  Abstain   
Mr. Lopez  ---  Mr. Offreda  x  Mr. Riveros  x  Mr. Young  ---   
Mrs. Lahullier  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. The Carlstadt Public Schools Robotics Club attended the year's first South Bergen Jointure Commission Bridge Building Competition last Wednesday in South Hackensack. Our team of 7<sup>th</sup> and 8<sup>th</sup> graders tied for second place at the competition. Their bridge was able to hold 55 pounds. Much thanks to Mrs. Ydrovo, our robotics club advisor for assisting greatly with the competition and assisting the students with their preparation.
2. The Pre-K through Grade 2 Holiday Show will be held tomorrow night and the grades 3 through 5 Holiday Show will be held this Thursday. Both events will have performances at 1:45 and 7:00 pm in Gym A.
3. 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 28 out of 408 families remaining. The remaining families will again be notified with another letter from me stating that they are now not compliant with our request. I will keep the Board notified as the process comes to a conclusion.
4. Review the information obtained regarding the substitute teacher aide hourly rate.
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 zero incidents investigated since the last Board of Education meeting.

**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. I have collected the necessary information to complete the Application for State School Aid and it has been submitted.
2. Included on the agenda is a motion to acknowledge a grant. The district appreciates the grant from BCUA. Congratulations are in order once again for Ms. Anderson as she was awarded the 2016 Bergen County Utilities Authority Environmental Awareness Challenge.
3. Just a reminder to board members that need to fulfill their state mandated training requirement as per the School District Accountability Act. Please do so by year end. Please contact me if you have any questions.
4. I would like to discuss having our reorganization meeting on Thursday, January 5<sup>th</sup>. This would allow us time to prepare an agenda after returning from winter break and would keep us in compliance with the law which requires that we meet within the first week of January or within 3 days after due to the lack of quorum.

Mrs. Lahullier so ends my report.

**HEARING OF CITIZENS ON AGENDA ITEMS ONLY None**

**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. Young)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Janet Olsson, Allison Evans (advisor) and Ron Magnusson (presenter) at the "NJ Educational Computing Co-Op Conference", sponsored by NJECC on Tuesday, January 10, 2017, at MSU in Montclair, with a registration fee of \$110 (JO) plus the cost of one substitute.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the reimbursement to Esther Fletcher for the workshop "National Conference for Teachers of Mathematics", sponsored by NCTM Regional Conference on October 31, 2016, with a registration fee of \$250 and maximum reimbursement of \$200.
3. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of Janet Finizio at the "36<sup>th</sup> Annual Bilingual/ESL Conference", sponsored by

William Paterson University on Friday, December 2, 2016, in Wayne, with a registration fee of \$135 plus the cost of a substitute.

4. Upon the recommendation of the Superintendent of Schools, the Board accepts the resignation of Betty-Jo Wilkinson, morning Bus Aide, effective January 1, 2017.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Marcia Gayle as a substitute teacher for the 2016-17 school year, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves Christy Degeorgis as a substitute teacher for the 2016-17 school year, pending completion of all paperwork.
7. Upon the recommendation of the Superintendent of Schools, the Board approves Stacey Lipinski as a substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Stacey Lipinski as a substitute lunchroom/playground aide for the 2016-2017 school year, pending completion of all paperwork.

**Moved: Mr. Riveros**

**Seconded: Mr. Cox**

**Mr. Acanfora   x   Mr. Cox   x   Mr. Ficetola   x   Mrs. Hamilton   x    
Mr. Lopez   ---   Mr. Offreda   x   Mr. Riveros   x   Mr. Young   ---    
Mrs. Lahullier   x**

### **ADDENDUM**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Eugene Wojna as a special education teacher aide up to 27.5 hours weekly starting January 2, 2017 through June 30, 2017, Step B, \$20,926 of the Teacher Aide Salary Guide pro-rated for contracted work period.

**Moved: Mr. Riveros**

**Seconded: Mr. Cox**

**Mr. Acanfora   x   Mr. Cox   x   Mr. Ficetola   x   Mrs. Hamilton   x    
Mr. Lopez   ---   Mr. Offreda   x   Mr. Riveros   x   Mr. Young   ---    
Mrs. Lahullier   x**

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

1. Upon the recommendation of the Superintendent of Schools, the Board approves on first 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
Policy-(M)	#P2415.02	Title I – Fiscal Responsibilities
Policy-(M)	#P2415.05	Student Surveys, Analysis and/or Evaluations
Policy-(M)	#P2415.06	Unsafe School Choice Options
Policy-(M)	#P2415.20	No Child Left Behind Complaints

**Moved: Mr. Offreda**   **Seconded: Mr. Ficetola**  
**Mr. Acanfora** \_\_x\_\_ **Mr. Cox** \_\_x\_\_ **Mr. Ficetola** \_\_x\_\_ **Mrs. Hamilton** \_\_x\_\_  
**Mr. Lopez** \_\_\_ \_\_\_ **Mr. Offreda** \_\_x\_\_ **Mr. Riveros** \_\_x\_\_ **Mr. Young** \_\_\_ \_\_\_  
**Mrs. Lahullier** \_\_x\_\_

**BUILDING/ GROUNDS/HISTORICAL COMMITTEE: (Mr. Cox) N/A**

**ADDENDUM**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Carlstadt Recreation for the use Gym B for Indoor Soccer, Sundays, from 9:30 a.m. to 2:30 p.m. 1/8/17 to 3/19/17.

**Moved: Mr. Cox**   **Seconded: Mr. Ficetola**  
**Mr. Acanfora** \_\_x\_\_ **Mr. Cox** \_\_x\_\_ **Mr. Ficetola** \_\_x\_\_ **Mrs. Hamilton** \_\_x\_\_  
**Mr. Lopez** \_\_\_ \_\_\_ **Mr. Offreda** \_\_x\_\_ **Mr. Riveros** \_\_x\_\_ **Mr. Young** \_\_\_ \_\_\_  
**Mrs. Lahullier** \_\_x\_\_

**FINANCE COMMITTEE: (Mrs. Hamilton)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary’s report for the month ending October and November 2016 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 October and November 2016 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 October and November 2016 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 October and November 2016 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2016/2017 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for November and December 2016 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the annual services agreement with Lerch, Vinci & Higgins, LLP for audit services at a cost of \$22,400 for the 2016-2017 school year.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure Commission and the Carlstadt Public School to provide additional services for the 2016-17 school year for a max of 20 sessions not to exceed \$2,124 for student #22619.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the contracted services agreement with the South Bergen Jointure Commission for a 40% share of an outreach behaviorist for the 2016-2017 school year at a cost of \$40,518.14.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with South Bergen Jointure Commission and the Carlstadt Public School to provide services for the 2016-17 school year for a max of 30 sessions not to exceed \$5,225 for student #22764.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the submission of the amendment to the NCLB 2017 Grant for the carryover amount of \$12,363 under Title IA. These funds will be spent on supplies and purchased services.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the submission of the amendment to the NCLB 2017 Grant for the carryover amount of \$1,410 under Title III. These funds will be spent on supplies and purchased services

11. Upon recommendation of the Superintendent of School, the Board approves to gratefully accept the \$1,000 grant from BCUA into revenue account #20-1230 and appropriate the funds to expense account #20-000-100-600-14.

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

**UNFINISHED BUSINESS None**

**NEW BUSINESS**

Upon the recommendation of the Superintendent of Schools, the Board approves raising the Sub Teacher Aide rate to \$70.00 per diem effective January 1, 2017.

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

Mr Kollinok discussed the calendar for next school year and advised that Easter falls on April 1<sup>st</sup>. He asked the board to think about moving Spring break to another week.

The board discussed speed bumps in the area in front of the School.  
Mr. Kollinok will reach out to the Borough.

The board discussed and agreed to have the re-organization meeting on Thursday,  
January 5, 2017 at 7:00 pm.

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**HEARING OF CITIZENS: None**

**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 None**

**ADJOURNMENT:**

Motion to adjournment meeting at 7:31 pm

**Moved: Mrs. Hamilton**

**Seconded: Mr. Cox**

**Mr. Acanfora   x   Mr. Cox   x   Mr. Ficletola   x   Mrs. Hamilton   x    
Mr. Lopez   ---   Mr. Offreda   x   Mr. Riveros   x   Mr. Young   ---    
Mrs. Lahullier   x**

Respectfully Submitted,

Bert Arifaj  
School Business Administrator/Board Secretary