

**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 1:01 pm

**ROLL CALL**

Mr. Christiano   x   Mr. Cox   x   Mr. Ficetola   x   Mr. Figueroa   x    
Mrs. McNeill   x   Mrs. Nunziato   x   Mr. Shah   1:08 pm   Mr. Offreda   x  

Superintendent Kollinok   x   Assistant Superintendent Ms. Allison Evans   x    
Business Administrator Mrs. Slamb   x   Administrative Assistant 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:**       April 21, 2020                       Regular Meeting

Moved Mr. Ficetola                                       Seconded Mrs. McNeill  
Mr. Christiano   x   Mr. Cox   x   Mr. Ficetola   x   Mr. Figueroa   x    
Mrs. McNeill   x   Mrs. Nunziato   x   Mr. Shah   ---   Mr. Offreda   x

The Board president opens floor for nomination for vacant vice president.

Mr. Cox moved to nominate Mr. Ficetola with Seconded by Mrs. Nunziato.

7-Yes

1-Absent

## **REPORT OF SUPERINTENDENT**

**GOOD EVENING. I WOULD LIKE TO TAKE THIS OPPORTUNITY TO WELCOME THOSE OF YOU IN OUR VIRTUAL ATTENDANCE AT TONIGHT'S BOARD OF EDUCATION MEETING.**

1. As stated previously, the Carlstadt Public School District was in the process of preparing for this year's NJSLA administration which has taken the place of the PARCC administration. This year's test administration has been cancelled as per the Department of Education and Commissioner. We will wait for further information regarding testing that will be shared with the Board, staff and parents when it becomes available.
2. Speak about the Coronavirus and plans for school re-opening in the fall.
3. The Carlstadt Public School District 2019-2020 District Goals had been making progress. Ms. Evans will talk about this during her report.
4. There are 545 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.
5. Pre-Kindergarten registration information is on the website. Parents can print out the necessary information.
6. The Executive County Superintendent's throughout the state met with with Department of Education officials several weeks ago to discuss the 2020-2021 QSAC monitoring given the many disruptions to the normal operating procedures this year. They continue to review options that I will share with the Board when it becomes available.
7. The annual Superintendent's evaluation is still required and must be completed by July 1<sup>st</sup>. There are still many questions that have not been answered regarding the completion at this time. So, we are waiting for further clarification. I will again keep the Board informed as I receive additional information.

8. I have received some questions regarding the 8<sup>th</sup> grade graduation ceremony. At this time it has not been scheduled. The diplomas have been printed and will be distributed to the 8<sup>th</sup> graders when a definitive plan is put in place. We would like to do something to celebrate the student's graduation from 8<sup>th</sup> grade are in the process of discussing what kind of activity could be done that does not include any type of a get together.
9. Our next tentative Board of Education meeting is scheduled for Tuesday, May 19, 2020. That date and time will be up for further discussion.
10. 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. Offreda, so ends my report.

## **REPORT OF ASSISTANT SUPERINTENDENT**

Good afternoon,

As of last week, all students are now using virtual instruction, grades Pre-K-8. Teachers have been working collaboratively to provide meaningful and creative instruction for their students. We are learning new platforms and getting used to the best ways to deliver instruction virtually. They have been working with parents and students to help them feel comfortable with online learning. Progress reports for grades K-4 were sent out last week. Teachers used the interim report cards to assess student mastery of skills and standards. Grades 5-8 students received report cards last week as well. The traditional grading methods were used for MP3 report cards. We are in the process of making plans to have students pick up personal belongings and to have teachers close their classrooms for the year. We will have details finalized in the next few weeks. Our I&RS (Intervention and Referral Services) team met this week to discuss students who are having difficulty educationally and/or mentally. We will continue to meet several times to create action plans for students and monitor each students' progress. Teachers are in the process of creating class lists for next year. We hope to have this process finalized by the end of May. Finally, we want to take the time to thank our amazing teachers during Teacher Appreciation Week. We are truly amazed by the work, passion, time, love, and energy our teachers put in each day, especially during this uncertain time. Thank you for never giving up, remaining positive, and inspiring us and each other with your creativity!

**REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY**

Mr. DiGeronimo will present the 2020-2021 school budget.

**HEARING OF CITIZENS ON FINAL 2020-2021 BUDGET ONLY:**

President will open the meeting for the hearing of citizens on the final budget for 2020-2021 and read statement.

**Any citizen present who wishes to be heard on the final budget 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.**

**There were no comments on the budget.**

President closes hearing of citizens.

1. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the final 2020-2021 school year budget as follows:

General Fund	\$ 13,949,265
Special Revenue Fund	\$ 260,134
Debt Service	<u>\$ 1,548,288</u>
<b>Total</b>	<b>\$ 15,757,687</b>

The amount to be raised by taxation is:

General Fund	\$ 11,008,426
Debt Service	<u>\$ 1,548,288</u>
<b>Total</b>	<b>\$ 12,556,714</b>

**BE IT FURTHER RESOLVED;** that the Carlstadt Board of Education authorizes the submission of the 2020-2021 Budget and all required supporting documentation to the County Superintendent in accordance with the statutory deadline for review and approval.

**BE IT FURTHER RESOLVED;** that the Carlstadt Board of Education requests the approval of a capital reserve withdrawal for the 2020-2021 School Year in the amount of \$571,356. The district intends to use these funds as follows: Secure Vestibule Project – Upgrade to Secure Vestibule area, OT/PT room, Exterior lighting, and Main Entrance Canopy upgrade - \$613,596.

**WHEREAS,** in order to be in compliance with the State of New Jersey’s adoption of P.L. 2007, c.53, An Act Concerning School District Accountability, also known as Assembly Bill 5 (A5), and the NJDOE enactment of N.J.A.C. 6A:23B-1 and pursuant to N.J.S.A.18A:11-12, in each pre-budget year the Carlstadt Board of Education is required

to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

**WHEREAS**, the Carlstadt Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and  
and

**WHEREAS**, the Carlstadt Board of Education has not elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

**WHEREAS**, the Carlstadt Board of Education has determined that the total amount of travel expenditures supported by federal funds from the school year 2020-2021 is \$12,000; **NOW, THEREFORE, BE IT RESOLVED** that the Carlstadt Board of Education has determined that the maximum travel expenditure amount for the 2020-2021 school year be \$12,000; and

**BE IT FURTHER RESOLVED** that the School Business Administrator shall track and record these costs to insure that the maximum reimbursement amount is not exceeded.

**Moved Mr. Cox**

**Seconded Mr. Ficetola**

**Mr. Christiano**  **Mr. Cox**  **Mr. Ficetola**  **Mr. Figueroa**   
**Mrs. McNeill**  **Mrs. Nunziato**  **Mr. Shah**  **Mr. Offreda**

#### **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 the revision to the school calendar for the 2020-2021 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the addendum to the employment contract of Stephen Kollinok, Superintendent of Schools, as per attached.

**Moved Mr. Offreda**

**Seconded Mr. Ficetola**

**Mr. Christiano**  **Mr. Cox**  **Mr. Ficetola**  **Mr. Figueroa**   
**Mrs. McNeill**  **Mrs. Nunziato**  **Mr. Shah**  **Mr. Offreda**

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

**BUILDING/ GROUND/HISTORICAL COMMITTEE: ( ) None**

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

1. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with the Meadowlands Area YMCA for Before/After Care and Holiday Care Programs for the 2020-2021 school year for a charge of \$4,500.00 for use of the facility, to be paid to the Board in two equal installments in September 2020 and January 2021.
2. Upon the recommendation of the Superintendent of Schools, the Board does hereby approve an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in the accordance with Chapters 53, P.L. 1997 for the 2020-21 school year. The services to be provided include, but are not limited to, the Coordinated Transportation, out of district special education, vocational and summer programs.

**BE IT FURTHER RESOLVED**, that the Carlstadt Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution.

3. Upon the recommendation of the Superintendent of Schools, the Board approves the annual service agreement with Lerch, Vinci & Higgins, LLP for the audit services for the fiscal year ending June 30, 2020 at a cost of \$26,700 for the 2019-2020 school year.
4. Upon the recommendation of the Superintendent of Schools, the Board approves to rescind Addendum #1 resolution (April 21, 2020 minutes) \$500,000 withdrawal from the capital reserve fund during the 2019-2020 school year. This project will be funded in the 2020-2021 school year budget.

**Moved Mr. Figueroa**

**Seconded Mr. Ficotola**

**Mr. Christiano   x   Mr. Cox   x   Mr. Ficotola   x   Mr. Figueroa   x**

**Mrs. McNeill   x   Mrs. Nunziato   x   Mr. Shah   Abstain #2   Mr. Offreda   x**

**UNFINISHED BUSINESS**

**None**

**NEW BUSINESS**

