

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 x Mr. Ficetola x Mrs. Lahullier x Mrs. McNeill x
Mrs. Nunziato x Mr. Riveros x Mr. Offreda x Mr. Cox x

Superintendent Kollinok x Ms. Pepe Absent Mrs. Henke x
Jeff Merlino x (Board Attorney)

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

Interview for the Board Vacancy

The Board members noted that they had reviewed and considered election of Officers to serve at the pleasure of the Board. Based on this review and consideration by the Board Members of potential candidates for office, the following resolution was unanimously adopted:

RESOLVED, that the following individual was duly nominated and elected to serve as an Officer of the Carlstadt Board as described:

Jose Figueroa

ROLL CALL

Mr. Acanfora Yes Mr. Ficetola Yes Mr. Offreda Yes
Mr. Riveros Yes Mr. Young Yes Mr. Cox Yes
Mrs. Lahullier Yes

Yes 7-0

6. The annual Halloween Festivities were held at the school last Wednesday. And, as usual, the children did not disappoint and the parents turned out in very large numbers as the children paraded around the front of the school. In addition, the PTA sponsored Trunk or Treat was held on Friday, October 26th and the CPS a-glow was held on Monday, October 29th. Much thanks to Mrs. and those in the PTA for Trunk or Treat and Ms. Barrett and her helpers at the CPS a-glow for organizing these events.

7. 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 where it was determined that HIB did not take place. 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

- The new water filtration system was installed this past week, and we began the appropriate chemical water treatment. This will greatly improve the operation of our boilers and pipes.

- On October 19th Mr. Foy, Mr. Conley, and I completed the district walkthrough for the annual Health and Safety Evaluation of School Building Checklist. We are pleased to report that we met all of the criteria outlined in the checklist. In addition Michael Wozny and Brian Donnelly from EI Associates also attended the walkthrough to assist in evaluation, and gather information for our upcoming Long Range Facilities Plan update.

- We are in the process of scheduling Trane for the previously approved Chiller Repairs. This will help us protect the equipment for the winter months and restore the machine to a workable baseline.

- Mr. Kollinok and I had an exit meeting with the auditors for the 2018 audit. They will be presenting their report at the December meeting, pending information they are due to receive from the state. We were pleased with the results and it was a very successful audit.

Mr. Cox, 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.

REPORT OF COMMITTEES

INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mrs. Lahullier)

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the payment of the Annual Membership fee for Restraint Training Certification in the amount of \$150 for Lisa DelMauro, Restraint Certification Instructor.
2. Upon the recommendation of the Superintendent of Schools, the Board accepts, with regret, the resignation of Sandy Marafelias, Teacher Aide, effective January 2, 2019.
3. Upon the recommendation of the Superintendent of Schools, the Board approves a leave of absence in accordance with the Family and Medical Leave Act (FMLA) to Dona McNaughton with a start date of November 12, 2018, using twenty eight (28) accumulated sick days, through January 2, 2019.
4. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Catherine Walsh as Long Term Resource Room Substitute, effective November 5, 2018 through February 1, 2019 at a rate of \$125 per day.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Kerri Kriete as Long Term Third Grade Substitute, effective November 12, 2018 through December 21, 2018, at a rate of \$125 per day.
6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Marilyn Lenoy as Bus Aide for the 2018-19 school year for 2 hours per day, on Step 1 at a rate of \$11.94 per hour.
7. Upon the recommendation of the Superintendent of Schools, the Board approves Susan Riley as a substitute teacher aide for the 2018-2019 school year, pending completion of all paperwork.
8. Upon the recommendation of the Superintendent of Schools, the Board approves Pam O'Fallon as a substitute teacher aide for the 2018-2019 school year.
9. Upon the recommendation of the Superintendent of Schools, the Board approves Casey Scheiner as a substitute teacher for the 2018-2019 school year, pending completion of all paperwork.

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of Carlstadt School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Carlstadt Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Carlstadt Public School in compliance with Department of Education requirements.

3. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Region V for PT evaluation for 2018-19 school year, not to exceed \$342.40 for student ID#22537.
4. **Be It Resolved**, that the Board concurs with the agreement with e2e Exchange E-Rate Consultants to complete the Universal Service Fund application for the 2018-2019 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.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #2 of \$37,686.50 to Roof Management, Inc. for the roof replacement project.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #3 of \$3,800 to Roof Management, Inc. for the roof replacement project.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contracted services agreement with the South Bergen Jointure Commission for a 40% share of an outreach behaviorist for the 2018-2019 school year at a cost of \$48,910.60.

Moved Mrs. Nunziato

Seconded Mr. Ficetola

Mr. Christiano **Mr. Ficetola** **Mrs. Lahullier** **Mrs. McNeill**

Mrs. Nunziato **Mr. Riveros** **Mr. Offreda**

Mr. Cox

UNFINISHED BUSINESS

Mrs. Lahullier asked if there was anything put together with the Building and Grounds committee and the architect.

Mr. Riveros advised that Megan Pepe is working on it with the Architect to meet with the B&G committee at the next meeting.

Motion to deliberate at 7:28 pm

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

Motion to reconvene at 7:42 pm

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

ADJOURNMENT:

Motion to adjourn meeting at 7:55 pm

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

Respectfully Submitted,

Megan S. Pepe
School Administrator/Board Secretary