

**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 Absent Mr. Cox x Mr. Ficetola x Mrs. Hamilton 7:06  
Mr. Lopez x Mr. Offreda x Mr. Riveros x Mr. Young x  
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:** Ken Foy Violence and Vandalism Report

**APPROVAL OF MINUTES:** October 3, 2016 Regular Meeting

Moved: Mr. Young Seconded Mr. Riveros  
Mr. Acanfora --- Mr. Cox x Mr. Ficetola Abstain Mrs. Hamilton x  
Mr. Lopez x Mr. Offreda x Mr. Rivero x Mr. Young x  
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. It seems hard to comprehend that we are already closing in on school being in session for two months. By all accounts, the district continues to run quite smoothly. Drop off and pick up have improved and the Carlstadt Police are outside every day to assist with the process.
2. I had the opportunity to attend the New Jersey School Boards meeting on September 29<sup>th</sup>. Mr. Young and Mr. Riveros were also in attendance. Norah Peck, the interim Bergen County Superintendent of Schools and Dr. Matthew Murphy, the Ramsey Superintendent of Schools were there to share information regarding Merit Bonuses for Superintendents, Assistant Superintendents and Business Administrators. Their presentation was first shared with all. They then responded to several questions that seemed to revolve entirely around the Superintendent salary cap. From my perspective, every Board member from several different districts wanted to see the cap sunset and that it no longer served a purpose. We shall see....
3. Mr. Foy sent a letter home to parents last week regarding clown threats that have been reported in the media. Included in his letter were some suggestions that parents could use to discuss this with their children. He also reiterated that the Carlstadt Public School District continues to work closely with the Carlstadt Police Department and that we encourage everyone to immediately report any suspicious activities.
4. 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 where it was determined that Harassment, Intimidation and/or Bullying did occur. All of the proper steps, meetings and notifications took place. Remedial interventions and appropriate disciplinary actions were taken dependent upon the findings of the investigations.

5. And finally, all Chief School Administrators and Charter School lead persons are required to schedule and conduct a public hearing on all acts of violence and vandalism that occurred during the previous school year. During the 2015-2016 school year, the district reported 1 act of violence. There were 0 acts of vandalism, 1 incident of weapons and 0 incidents of substance abuse. There were also 3 incidents of Harassment, Intimidation or Bullying that occurred during the 2015-2016 school year.  
This week has been designated as School Violence Awareness Week. The teachers have been asked to design lessons and activities that will educate their students on the prevention of violence and vandalism.

**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 am working on the ASSA and Transportation Reports which are based on an October 14<sup>th</sup> snapshot data.
2. The auditors are currently in the office doing their fieldwork and should be finishing the yearend audit shortly.
3. I have had discussions with our architect, Robert Donahue, and he informed me that he should have the schematic drawings and the project applications complete for submittal to the DOE by next week.
4. Mr. Kollinok, Mr. Young, Mr. Riveros, Ms. Evans, Ms. Olsson and I will be leaving next Tuesday morning for the New Jersey School Boards Conference. We will be returning on Thursday evening.

**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 a leave of absence for maternity/disability to Kathleen Berta-Hicswa, as of Wednesday, February 1, 2017, using 6 accumulated sick days from February 1, 2017, through February 8, 2017, and an additional 20 sick days from Thursday, February 9, 2017, through Wednesday, March 15, 2017. The Superintendent also recommends that the Board approve an unpaid leave of absence for Kathleen Berta-Hicswa in accordance with the New Jersey Family Leave Act from Thursday, March 16, 2017 through June 21, 2017, with an intended return date of September, 2017.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Christina Aiello, Dona McNaughton, Linda Griffiths and Mariann Kronyak at the workshop “Differentiating with Go Math!”, sponsored by Northern Valley Curriculum Center, on Friday, October 28, 2016, in Demarest with a registration fee of \$175 each and the cost of substitutes.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Dawn Garrabrant, Michael Pohrischak and Michael Signorella at the workshop “Building Steps towards Next Generation Science Standards (NGSS)”, sponsored by Northern Valley Curriculum Center, on Thursday, November 3, 2016, in Demarest with a registration fee of \$175 each and the cost of substitutes.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Robert Zimmermann at the workshop “Falling in Love with Close Reading”, sponsored by Northern Valley Curriculum Center, on Tuesday, November 15, 2016, in Demarest with a registration fee of \$175 plus the cost of a substitute.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Fana Campbell 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 Rachel Montel 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 Susan Barone as a substitute teacher aide for the 2016-2017 school year, pending completion of all paperwork.

**Moved: Mr. Young**

**Seconded Mr. Cox**

**Mr. Acanfora --- Mr. Cox Abstain #4 Mr. Ficetola x Mrs. Hamilton x  
Mr. Lopez Abstain #4 Mr. Offreda x Mr. Rivero Abstain #4 Mr. Young Abstain #4  
Mrs. Lahullier Abstain #4**

**ADDENDUM #1**

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of Jackie Henderson, Megan Brobeck, Dona McNaughton, Diane Kohli, Lois Teller, and Janet Finizio at “Foundations Level 3” workshop by Educational Leadership & Learning Center, presented by Laura Wood, at Carlstadt Public School, with a total cost of \$1,300.00, on September 2, 2016, no substitutes needed.

**Moved: Mr. Young**

**Seconded Mr. Cox**

**Mr. Acanfora \_\_\_ Mr. Cox x Mr. Ficetola x Mrs. Hamilton x**

**Mr. Lopez \_\_\_ Mr. Offreda x Mr. Rivero x Mr. Young x**

**Mrs. Lahullier x**

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

1. Upon the recommendation of the Superintendent of Schools, the Board approves the 2016-2017 District Goals one through five.
  1. Improve Google Classroom in grades 5-8 through the use of the 1:1 Chromebook initiative to maximize usage of technology and Google Apps for Education.
  2. Continue to improve student instruction in grades K-8 through the implementation and analysis of data obtained through LinkIt! benchmark assessment platform. (Tracking student mastery of grade level standards through benchmark assessments online to the Language Arts and Math New Jersey Student Learning Standards).
  3. Develop a comprehensive crisis response manual and coordinate with school/staff, community members, law enforcement and emergency officials.
  4. Increase the percentage of participation of Carlstadt Public School students in PARCC testing by 5 percent over 2015-2016.
  5. Continue to work to resolve the facilities water mitigation issue.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the 2016-2017 Board Goals one through four.
  1. Improve understanding of the board committees’ work through enhanced communications and meeting notifications for board members including development and use of an action plan and regular reports on the progress.
  2. Continue to improve board attendance as determined through development and use of a board action plan and regular reports on the progress.





