

**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 1:00 pm

**ROLL CALL**

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

Superintendent Kollinok  Assistant Superintendent Ms. Allison Evans   
Interim Business Administrator Mr. DiGeronimo   
Administrative Assistant Mrs. Henke

**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:** May 4, 2020 Work Session Meeting

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

**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. This year's test administration across the board has been cancelled as per the Department of Education. We are continuing to wait for further information regarding any and all testing that will be shared with the Board, staff and parents when it becomes available.
2. Speak about the Coronavirus.
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 and Kindergarten registration are available and are explained in detail on the homepage on the website. We will need to continue to examine our pre-k numbers and the effect that the pandemic has had upon enrollment. I am sure that running of the program will depend upon where we are with school opening in September. I will continue to keep the Board updated as I receive information that will assist us with making a determination.
6. The Executive County Superintendent's throughout the state met with with Department of Education officials a few weeks ago to discuss additional videoconferencing apps and the 2020-2021 QSAC monitoring given the many disruptions to the normal operating procedures this year. I will also share that information with the Board when it becomes available.
7. I have received many questions regarding the 8<sup>th</sup> grade graduation ceremony. At this time planning for an on-line graduation is being planned. Talk about options...
8. Our next tentative Board of Education meeting is scheduled for Tuesday, June 16, 2020. That date and time will be up for further discussion.
9. 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,

- Each week, students are receiving various forms of virtual instruction. This week the Special Areas teachers started ZOOM sessions with the students in grades K-4. Teachers in grades K-2 are inviting students to new ZOOM sessions each week and grades 3-8 are virtually connecting daily.
- The I&RS team met again 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.
- Weekly meetings with staff continue. We spend time brainstorming, collaborating, and discussing issues as they arise. The teachers are working very hard to make sure learning is meaningful for all their students. We commend them on the countless hours of instruction and preparation they devote to their students each week.
- We submitted our Emergency Closure Plan revision to the county department of education. This includes extensive plans for emergency closures. We have started to discuss plans for September. We are brainstorming potential scenarios and starting to think about implementation. We will wait for guidance from the NJDOE before making decisions.
- Some of our district goals have been put on hold due to the COVID-19 closure. We are, however, still working towards providing health and wellness opportunities for our staff and students. Last week, we participated in the virtual yoga week. Students were invited to try out new poses. Many students and staff participated in virtual yoga week and it was a great success.

Mr. President so ends my report.

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

On today's agenda for passage is an authorization to enroll in the Camden County Educational Services Consortium. This is a Consortium that will allow us to access different vendors that aren't authorized with different consortiums we belong to. One vendor in particular is RFP Solutions that will be doing some IT work for us once this membership is approved. Also for action today is a resolution to authorize Glass Energy to perform security upgrades to the classrooms. They will shatterproof the interior glass on the classrooms. This is a 2019-20 school year project.

We will be moving forward with three projects budgeted in the 2020-21 school year. Cypreco's work to renovate the Security Vestibule as well as the Therapy Room previously board approved. They'll be starting soon.

For Board approval today are:

Gillespie for the stair tread/flooring upgrade.

Keyboard Consultants for the purchase, installation and warranties for 25 Promethean Smart Boards.

I've been working with the district auditor, Andrew Parente, making sure we're both in agreement on how things are tracked, reported and acted on. This will insure we'll be treating the upcoming end of year actions in the same manner as the past.

## **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 revised District Health Related School Closures Plan and Checklist.
2. Upon the recommendation of the Superintendent of Schools, the Board approves salary guide placement for tenured staff for the 2020-2021 school year; and further that the names and salary/guide placement be shown in the official minute book of the Board. (per attached)

3. Upon the recommendation of the Superintendent of Schools, the Board approves salary guide placement for non-tenured staff for the 2020-2021 school year; and further that the name and salary/guide placement be shown in the official minute book of the Board. (per attached)
4. Upon the recommendation of the Superintendent of Schools, the Board approves hiring up to five custodial assistants for the summer beginning Wednesday, July 1, 2020 and working a maximum of eight weeks at hourly minimum wage.

**Moved Mr. Cox**

**Seconded Mr. Ficetola**

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

**LEGISLATIVE/POLICY COMMITTEE: (Mrs. Nunziato)**

1. Upon the recommendation of the Superintendent of Schools, the Board approves on first reading the following Policy (Alert 219):

Policy-Revised	#P 012	Board Officers
Policy-Revised (M)	#P 158	Domestic Violence
Regulation-New (M)	#R 1581	Domestic Violence
Policy-Revised (M)	#P 2422	Health and Physical Education
Policy-New	#P 3421.13	Postnatal Accommodations
Policy-New	#P 4421.13	Postnatal Accommodations
Policy-Revised (M)	#P 5330	Administration of Medication
Regulation-Revised (M)	#P 5330	Administration of Medication
Policy- Revised (M)	#P 7243	Supervision of Construction
Policy- Revised	#P 8210	School Year
Policy-Revised (M)	#P 8220	School Day
Regulation-Revised (M)	#R 8220	School Closings
Policy-Revised (M)	#P 8462	Reporting Potentially Missing or Abused Children

**Moved Mrs. Nunziato**

**Seconded Mr. Ficetola**

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

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

**Moved**

**Seconded**

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

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

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending March 2020 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 April 2020 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 March 2020 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 March 2020 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2019/2020 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for May 2020 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the following resolution authorizing The Carlstadt Board of Education  
To enter into the Cooperative Pricing Agreement.

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration;  
and;

**WHEREAS**, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on May 19, 2020, the governing body of the The Carlstadt Board of Education County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**NOW, THEREFORE BE IT RESOLVED**, as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Carlstadt Board of Education.

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the approval of the service contract with the Carlstadt Public School and the Care Plus New Jersey Inc. for the 2020-2021 school year at a rate of \$200 per Clearance Assessment and at a rate of \$250 per Substance Abuse Clearance Assessment not to exceed \$1,200.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the following resolution to continue membership in the Northeast Bergen County School Board Insurance Group.

**WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by N.J. Title 18A-.18B and:

**WHEREAS**, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

**WHEREAS**, the bylaws and regulations governing the creation and operation of the Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

**WHEREAS**, the Board of Education of Carlstadt has determined that membership in the Northeast Bergen County Board Insurance Group is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Carlstadt does hereby agree to review membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is **July 1, 2020 to June 30, 2021**.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

8. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal with software support contract with Computer Solutions, Inc. for the 2020-2021 school year at an annual cost of \$7,740.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Honeywell Service Agreement, Inc. for the 2020-2021 school year at an annual cost of \$1,369.

10. Upon the recommendation of the Superintendent of Schools, the Board accepts the one year renewal with Horizon as the medical and prescription carrier for 2020-2021 school year with a 7% increase in medical rates and a 7% increase in prescription rates.

Single Coverage	\$17,594.76
Family Coverage	\$44,768.16
2 Adults Coverage	\$39,418.92
Child/Parent Coverage	\$26,416.92

11. Upon the recommendation of the Superintendent of Schools, the Board approves to award the Contract to Glass Energy for \$19,970.10 to provide security window glass treatment. This contract was procured through the district's membership with Education Data Services under EDS Bid#9610.
12. Upon the recommendation of the Superintend of Schools, the Board approves Gillespie Group for stair tread and flooring installation work. Composite of \$98,332.38. This project was procured through the NJ State approval Co-op #65MCECCPS. ESCNJ# 19/20-05. This is a 2020-2021 school year project.

#### ADDENDUM

- ~~1. Upon the recommendation of the Superintendent of Schools, the Board approves to award the Contract to The Gillespie Group for \$98,302.38 for stair treads for stairwells, including gym steps and Therapy room. This contract was procured through the NJ State Approved Co-op #65MCECCPS, under ESCNJ#19/20-05. This is a 2020-2021 budget project.~~
2. Upon the recommendation of the Superintendent of Schools, the Board approves to award the contract to Keyboard Consultants for \$116,371.00 for installation of 25 Promethean Smart Boards with supporting equipment and extended warranties as per sales quote dated 5/25/2020. This contract was procured through the NJ State Contract: School and Library Equipment, Supplies and Services, 17-Food-0026617DPP00111, 8/31/17 to 8/30/21. EDS Bid #8572 titled MSRP Tech/AV/Computer/Iterative Whitebds extended to December 2020 – Vendor #6346. HCESC Co-op NJ State approved #34HUNCCP. Interactive Technology for Classrooms & Meeting Rooms #HCESC-CAT-19-06 April 10, 2019 to April 9, 2021. This is a 2020-2021 budget project.

**Moved Mr. Figuero**

**Seconded Mr. Ficetola**

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

**UNFINISHED BUSINESS**



Mrs. Dixon of 534 Ninth Street asked what will be the deadline for a decision for the graduation.

Mr. Kollinok read out loud the email from the Superintendent of Bergen County dated May 15, 2020.

**NEW BUSINESS**

None

**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**

**RECESS INTO EXECUTIVE SESSION (*if needed*)**

**WHEREAS, the Open Public Meetings Act and Carlstadt board policy reserve the right within the constraints of state law to sit in executive session; and**

**WHEREAS, there now exists a need for this board to meet in an executive session; now, therefore, be it**

**RESOLVED, that the Carlstadt Board of Education hold an executive session for the purpose of Board Interviews and be it further**

**RESOLVED, that the public will be informed either later this evening after reconvening the public meeting; or at a future public meeting, said date is not predictable at the present time.**

Motion to recess at 1:03 pm

**Moved Mr. Ficetola**

**Seconded Mr. Christiano**

**Mr. Christiano   x   Mr. Cox   x   Mr. Ficetola   x   Mr. Figueroa   x**

**Mrs. McNeill   x   Mrs. Nunziato   x   Mr. Shah   x   Mr. Offreda   x**

Motion to reconvene at 2:09 pm

**Moved Mr. Ficetola**

**Seconded Mr. Cox**

**Mr. Christiano   x   Mr. Cox   x   Mr. Ficetola   x   Mr. Figueroa   x**

**Mrs. McNeill   x   Mrs. Nunziato   x   Mr. Shah   x   Mr. Offreda   x**

