

**CARLSTADT BOARD OF EDUCATION
CARLSTADT, NJ
May 3, 2022
MINUTES**

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

CALL TO ORDER: Meeting called to order by President at 6:00 pm

ROLL CALL: Present:

Walter Beese
Robert Biamonte
Frank Ficetola
Jose Figueroa
Jeffrey Hagen

Maria McNeill
Leslie Molnar
Lori Nunziato
Massimo Offreda

Not Present:

ATTENDANCE

Allison Evans, Superintendent
Megan Slamb, Business Administrator
Denise Henke, Administrative Assistant

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

MOTION TO APPROVE THE FOLLOWING MINUTES: April 12, 2020 Regular Meeting

Moved: Mrs. McNeill

Second: Mrs. Nunziato

MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	x			
Mr. Biamonte	x			
Mr. Figueroa	x			
Mr. Hagen	x			
Mrs. McNeill	x			
Mrs. Molnar	x			
Mrs. Nunziato			x	
Mr. Offreda			x	
Mr. Ficetola	x			

REPORT OF SUPERINTENDENT

Good evening. I would like to take this opportunity to welcome those of you in attendance at today’s board of education meeting.

- There are 548 students registered in our Pre-K through Grade 8 programs as of today. We are still below the capacity of this building should a large number of students ever register in the near future.
- As of today, we have 30 students enrolled in the Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. As of this point, Pre-Kindergarten has reached its maximum capacity. There are 62 students registered for Kindergarten.
- Registration for Pre-K and Kindergarten for the 2022-2023 school year is now available on our website. Parents should go to Carlstadt.org - click on parents tab - select the registration link and go to the open Genesis portal to fill out the online pre-registration. In order to move forward with the registration process, there are several documents that need to be submitted. For more information, please contact the main office. For next school year, the cost for pre-k is \$1750 for the year for in district and \$2500 for the year for out of district.
- NJSLA testing began yesterday. Testing is for students in grades 3-8. So far testing is going well and we are able to accommodate all schedule changes with ease.
- You will see on tonight’s agenda the approval for the Summer Learning Academy. This is our pilot year for this academy. It will run from July 11-29. We will have four classrooms of students to work on mastering Language Arts and Math skills and students will also have the opportunity to participate in extra-curricular activities such as coding, art, yoga and more! We will also be inviting incoming Kindergarten students to come in to be screened and learn more about school prior to the first day of school. We are excited about this pilot academy and our hope if it is successful is to continue this in the future.
- I would like to take this opportunity to recognize our amazing teachers and staff as we celebrate Teacher Appreciation Week! In my opinion we have some of the best teachers here at CPS and I am honored to work with them each day! We have lots of events going on this week to show our appreciation!
- Under the Harassment, Intimidation, 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 and that incident was confirmed as a HIB.

Mr. Ficetola, so ends my report.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

Mrs. Slamb presented the 2022-2023 school budget.

HEARING OF CITIZENS ON FINAL 2022-2023 BUDGET ONLY:

President will open the meeting for the hearing of citizens on the final budget for 2022-2023 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.

Ms. Anita Alfonso of 221 Jay Street, Wood-ridge (CEA representative) asked if the teachers can have a hand out of the rendition of the Steam lab project.

Mrs. Slamb advised that this will be available on the website for all to view.

President closes hearing of citizens.

1. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the final 2022-2023 school year budget as follows:

General Fund	\$ 15,952,872
Special Revenue Fund	\$ 203,238
Debt Service	\$ 1,551,038
TOTAL	\$ 17,707,148

The amount to be raised by taxation is:

General Fund	\$ 11,323,329
Debt Service	\$ 1,551,038
TOTAL	\$ 12,874,367

BE IT FURTHER RESOLVED; that the Carlstadt Board of Education authorizes the submission of the 2022-2023 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 2022-2023 School Year in the amount of \$2,000,000. The district intends to use these funds toward the completion of the Carlstadt STEAM Lab Project and the Boiler Room Replacement Project.

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

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 2022-2023 is \$12,000;

NOW, THEREFORE, BE IT RESOLVED that the Carlstadt Board of Education has determined that the maximum travel expenditure amount for the 2022-2023 school year be \$12,000; and

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

ROLL CALL VOTE:

Moved: Mr. Biamonte

Second: Mrs. Molnar

MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	X			
Mr. Biamonte	X			
Mr. Figueroa	X			
Mr. Hagen	X			
Mrs. McNeill	X			
Mrs. Molnar	X			
Mrs. Nunziato	X			
Mr. Offreda	X			
Mr. Ficetola	X			

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: (Leslie Molnar)

1. Upon the recommendation of the Superintendent of Schools, the Board recognizes and commends Maura Barrett, fourth grade teacher, on her selection as recipient of Carlstadt Public School’s Teacher of the Year for the 2021-2022 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Denise Henke and Michelle Eckert at the workshop “Administrative Assistants Program” sponsored by NJASBO, on May 17 2022, with a registration fee of \$100 each.

3. Upon the recommendation of the Superintendent of Schools, the Board approves the submission of the 2022-2023 contract for Megan Slamb, Business Administrator/Board Secretary, to the County Office for approval.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the job description of STEAM Enrichment teacher.
5. Upon the recommendation of the Superintendent of Schools, the Board accepts, with regret, the resignation of Yosstina Gadalla, K-2 Resource Teacher, effective June 30, 2022.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the Summer Learning Academy for July 2022 to be funded by CRRSA-ESSR II and ARP-ESSR II funds.

ROLL CALL VOTE:

Moved: Mrs. Molnar		Second:		
MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	x			
Mr. Biamonte	x			
Mr. Figueroa	x			
Mr. Hagen	x			
Mrs. McNeill	x			
Mrs. Molnar	x			
Mrs. Nunziato	x			
Mr. Offreda	x			
Mr. Ficetola	x			

LEGISLATIVE/POLICY COMMITTEE: (Walter Beese)
None

BUILDING/ GROUNDS/HISTORICAL COMMITTEE: (Robert Biamonte)

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from the Carlstadt PTA for their use of the Media Center on April 27, 2022 3:00 pm-5:00 pm for set up and April 28-29, 2022 8:30 am-3:30 pm for the Mother’s Day Sale.

ROLL CALL VOTE:

Moved: Mr. Biamonte		Second: Mr. Hagen		
MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	x			
Mr. Biamonte	x			
Mr. Figueroa	x			
Mr. Hagen	x			
Mrs. McNeill	x			

Mrs. Molnar	x			
Mrs. Nunziato	x			
Mr. Offreda	x			
Mr. Ficetola	x			

FINANCE COMMITTEE: (Frank Ficetola)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for April 2022 as presented.
2. Upon the recommendation of the Superintendent of Schools, the Board approves to gratefully accept the \$200.00 donation from Nancy Bendnarz into revenue account #20-1920 and appropriate the funds to Private Donations expense account #20-000-100-610-02.
3. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with South Bergen Jointure Commission for Occupational evaluation for 2021-2022 school year, not to exceed \$300 for student #22947.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the additional funds of \$333 for previous motion (February 15, 2022) for the 2021-2022 school year for student #23112.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with South Bergen Jointure Commission for Occupational evaluation for 2021-2022 school year, not to exceed \$300 for student #23361.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the additional funds of \$1,000 for IEP Frontline for translation of IEP and written notices for the 2021-2022 school year.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the Shared Services Agreement with the Bergen County Technical Schools for a site technician and technology support services for 2022-2023 school year at an annual cost of \$95,700.
8. 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, 2022 at a cost of \$28,700 for the 2021-2022 school year.
9. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the Steam Lab Project at the Carlstadt Public School Project;

WHEREAS, on April 13, 2022, the Carlstadt Board of Education (“Board”) held a public bid opening for the Steam Lab Project at the Carlstadt Public School project (“Project”); and

WHEREAS, the Board received one (1) bid for the Project; and

WHEREAS, the lowest bid was submitted by **Cypreco Industries Inc.** in Neptune, NJ, with a base bid of Five Hundred and Sixty Three Thousand Seven Hundred Seventy Seven (\$563,777.00), with an additional Ninety Five Thousand Dollar (\$95,000) allowance; and

WHEREAS, the Board has determined **Cypreco Industries, Inc.** to be the lowest responsible bidder,

NOW, THEREFORE, BE IT RESOLVED, that in accordance with N.J.S.A. 18A: 18A-1, et. seq., the Board hereby awards a contract for the Project to **Cypreco Industries, Inc.** in the amount of Five Hundred Sixty Three Thousand, Seven Hundred Seventy Seven (\$563,777.00), with an additional Ninety Five Thousand Dollar (\$95,000) allowance; and

BE IT FURTHER RESOLVED, the Business Administrator is authorized to return the bid securities to all but the one (1) lowest bidders, if requested; and

BE IT FURTHER RESOLVED, that the Board’s Construction Counsel is authorized to prepare the contract for the Project, obtain the documents required thereby, and transmit same to the Board; and

BE IT FURTHER RESOLVED, that upon receipt and approval of the Contractor’s bonds, insurance certificate and other documents required by the Contract, the Business Administrator is authorized to return the bid securities to the remaining bidders.

FURTHER BE IT RESOLVED The Board approves a withdrawal from capital reserve for the purpose of the Project as noted above in the amount of \$658,777.00.

10. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Frontline Technology for translation of IEP documents not to exceed \$175.05 for 2021-2022 school year for student #23425.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement, effective May 4, 2022 with the Carlstadt Board of Education and Laura Wood of Educational Leadership and Learning Center Limited Liability Company as a consultant for the Summer Learning Academy in the amount not to exceed \$29,000 to be funded out of CRRSA-ESSR II funds.
12. Upon recommendation of the Superintendent of Schools, the Board authorizes the business administrator to execute an agreement with Phoenix Advisors, LLC for ongoing disclosure agent services in connection with our bond issuances for the 2022-2023 school year for an annual fee of \$1,100.

ROLL CALL VOTE:

	Moved: Mr. Ficetola		Second: Mr. Hagen	
MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	X			
Mr. Biamonte	X			
Mr. Figueroa	X			
Mr. Hagen	X			
Mrs. McNeill	X			
Mrs. Molnar	X			
Mrs. Nunziato	X			
Mr. Offreda	X			
Mr. Ficetola	X			

UNFINISHED BUSINESS

None

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 personnel 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 6:40 pm

ROLL CALL VOTE:

Moved: Mrs. McNeill

Second: Mr. Beese

MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	X			
Mr. Biamonte	X			
Mr. Figueroa	X			
Mr. Hagen	X			
Mrs. McNeill	X			
Mrs. Molnar	X			
Mrs. Nunziato	X			
Mr. Offreda	X			
Mr. Ficetola	X			

Motion to reconvene at 6:49 pm

ROLL CALL VOTE:

Moved: Mr. Ficetola		Second: Mr. Biamonte		
MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	X			
Mr. Biamonte	X			
Mr. Figueroa	X			
Mr. Hagen	X			
Mrs. McNeill	X			
Mrs. Molnar	X			
Mrs. Nunziato	X			
Mr. Offreda	X			
Mr. Ficetola	X			

ADJOURNMENT:

Motion to adjourn meeting at 6:58 pm

MOVED: Mr. Ficetola

SECOND: Mrs. Nunziato

ALL IN FAVOR: Unanimous

Respectfully Submitted,

Mrs. Megan S. Slamb
School Business Administrator/Board Secretary