

**CARLSTADT BOARD OF EDUCATION
CARLSTADT, NJ
June 14, 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 6:30 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
Jeff Merlino, Esq. Counsel
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:

Mrs. Mello and Ms. Bello introduced themselves as the Co-Presidents for the CEA and what their vision is for CEA. They reviewed with the Board past events and upcoming events.

MOTION TO APPROVE THE FOLLOWING MINUTES: May 16, 2022 Regular Meeting

	Moved:		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			

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 549 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 preschool 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. As of now we have a waitlist for the pre-kindergarten program. For more information, please contact the main office.
- We have had a very busy but fun last month of school! Students have been involved in so many trips and activities that our wonderful teachers have arranged for them. Students in grades 1 and 3 went to the Environmental Center, the 4th grade went to Arena Steam at the Garden State Plaza, the 2nd grade went to the Sealife Aquarium. Students in grade 6 went on an Outdoor Education trip on May 17th. Thank you to Mr. Signorella for arranging a fabulous day. The 5th graders went to Van Saun Park on May 18th, the 7th and 8th grades took a hike at Flat Rock Brook, the first grade took a trip to the Environmental Center on June 3, the 8th graders spent two days at the American Dream Mall and participated in ice skating, the Nickelodeon Theme park, the Tilt Museum, and more, and the 7th grade spent the day at Ellis Island and the Statue of Liberty. The kids had a great time with their peers and teachers on all of these field trips. It was nice to have some normalcy back this year and give students the opportunity to experience and learn new things outside of our school walls. Thank you to Mrs. Stagg who helped each grade level arrange these trips.
- In addition to field trips, the students have participated in Junior Olympics and Field Day. Thank you to Ms. Bello, Mr. McNerney, Mr. Garde and Mrs. Mello for putting these events together.
- Today all students participated in a Wellness Fun Day! One of our goals this year was to support the health and wellness of students by designing and implementing a comprehensive approach to assist with meeting the social-emotional needs of students. Among all of the activities that helped us to meet our goal this year including working with Bergen County Therapies to host family and student meetings and other mental health events, this was our culminating event. We had to put the Wellness Fair on

pause the last few years due to Covid but this year it was back and better than ever. Students had the opportunity to participate in sidewalk chalk, recycle games with Mrs. Anderson, field day, therapy dogs, boot camp with the Carlstadt Police, zen zone, Yoga with Ms. Barrett, a game truck, other outdoor games and crafts! A big thank you goes to Mrs. Schrobach and Mrs. Miller for putting together this day! The students and staff had so much fun and it was a great day for all of our mental health.

- Besides the Health and Wellness goal, we had two other goals this year, both in which we met. Part of our reopening plan was to make sure we provided a high-quality instructional program that gave the opportunity to foster a learning environment where all students have an opportunity to achieve academic excellence by providing interventions and support necessary to assist students following the pandemic. We were able to pilot an after school learning academy and will be piloting a Summer Learning Academy this summer. The afterschool program went well and we are hoping to expand it next year. We are looking forward to our first summer learning academy this summer that will be for students who need some extra support academically before moving to the next grade level. I will report back this summer as we progress through this program.
- Our other goal was to foster a culture of diversity, equity, and inclusion district-wide in which every student feels welcome and safe. As a district, we empowered all members of our school community to achieve excellence and celebrate the differences among our members. We had several schoolwide multicultural events that helped to promote diversity and inclusion. We also showcased different multicultural perspectives through lessons, clubs, and other activities.
- Thank you so much to Ms. Gold and her team for putting on an amazing art show! The students worked so hard all year and it was so nice to see their work beautifully displayed around the school. It was a great night out for families and I know Ms. Gold worked hard on this event.
- Don't forget, this Thursday, June 16th is our annual awards buffet. The dinner is at the Fiesta and starts at 6:30. If you would like to attend and haven't yet RSVP, please let me know. Also, graduation ceremonies will be held in Gym A on Friday, June 24. Graduation starts at 6 pm in Gym A.
- Stay tuned for the release of our new website! Mrs. Olsson has been working hard over the last few months to prepare the website to go live. We have taken feedback from staff, parents and board and community members over the past few years and we hope you see our new website is more organized, dynamic, and encompasses all of the amazing things we do in our district. Thank you again to Mrs. Olsson for taking the time to complete this major project. We will be transitioning to the new site by July 1!
- Under the Harassment, Intimidation, and Bullying Law, I as Superintendent are 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 it was deemed inconclusive.

Mr. Ficetola, so end my report.

Mrs. Nunziato left at 6:48 pm

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

- On June 1st we held a second bid opening for the STEAM Lab Project. We were required to do so after the awarded contractor realized there was a material error in his original bid submission, which would have led to a catastrophic loss for his company. The same company participated in the second bid opening and was the only responding party. On that basis the agenda tonight reflects a new award of the bid to the original company, with the amended cost of the project. Both the district architect and attorney have deemed the bid sound and we are still on scheduled for the completion of the project.

We will be holding pre-construction meetings tomorrow for all three projects, and have invited representatives from the town in order to coordinate with all of our stakeholders.

- As we move to the close of the school year, we remain in a healthy financial position. Motion #14 on the finance agenda reflects the option to deposit a certain amount of any available excess surplus into our reserve accounts. The motion is only intended to set a limit to the deposited amount and does NOT reflect an actual deposit. The excess funds will not be determined until the completion of our 2022 Audit.
- Finally, the custodial department is preparing for another productive summer. We have brought on quite a few Summer Helpers for this year, and are confident that we will be able to work around our ongoing construction and start the year with the same high level of preparation that we have become accustomed to.

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 approves the advancement on the salary guide for 2022-2023 school year to Joseph McNerney from BA+15 Step I to MA Step I.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Kristen Hasch for the 2022-2023 school year as K-2 Resource Teacher, MA Step D, \$65,465 as per negotiated agreement, pending review of Legislation PL 2018c5 and paperwork.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Tasja Hans for the 2022-2023 school year as Middle School Science Teacher, MA Step G, \$69,525 as per negotiated agreement, pending review of Legislation PL 2018c5 and paperwork.
4. Upon the recommendation of the Superintendent of School, the Board approves the appointment of TBD as Supervisor of Curriculum and Instruction effective July 1, 2022 through June 30, 2023, at an annual salary of \$110,000, pending review of Legislation PL 2018c5 and paperwork.
5. Upon the recommendation of the Superintendent of Schools, the Board approves Joseph Crifasi, Jr. and Jonathan Williams as Substitute Custodians, pending completion of all paperwork.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the employment contracts effective July 1, 2022 through June 30, 2022 as follows:

a. Kenneth Foy	Principal	\$154,795.37
b. Diana Gutierrez	Director of Special Services	\$131,374.00
c. Janet Olsson	Technology Coordinator	\$120,773.40
d. Denise Henke	Admin. Asst. to the Business Administrator	\$85,057.50

e. Jose Agudelo	Coordinator of Buildings and Grounds	\$84,542.00
e. Michelle Eckert	Admin. Asst. to the Superintendent	\$71,419.43 (plus \$3500 stipend)
f. Arlene Zierold	Accounts Payable Clerk	\$42,786.50

7. Upon the recommendation of the Superintendent of Schools, the Board approves the employment contract for Megan Slamb, Business Administrator/Board Secretary effective July 1, 2022 through June 30, 2022 at an annual salary of \$153,612.82.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the evidence of attainment of the 2021-2022 Merit Bonus Goal for Megan Slamb, Business Administrator, as outlined below:

QUALITATIVE GOAL #1 PERCENTAGE 2.50% DOLLAR VALUE \$3,634.00

APPROVED GOAL STATEMENT:

The School Business Administrator/Board Secretary will conduct an evaluation of the Building and Grounds Department in efficiency and effectiveness. She will compile information from said evaluation to update procedures and practices, create a Custodial Handbook, update and digitize district forms, introduce additional training for staff, and create a section of the school website which offers important building information to stakeholders. The merit pay is contingent upon the completion of these tasks, and confirmation from the Superintendent that all aspects of the goal have been met.

EVIDENCE OF ATTAINMENT:

The School Business Administrator has made efforts this year to evaluate the efficiency and effectiveness of the Building & Grounds Department. That evaluation has led to staffing reassignments, procedural changes, and an overall improvement in the productivity of the department. She has facilitated the creation of a new custodial handbook, created an amended evaluation rubric for custodial staff, and a new google based request for assistance form which has cut down on response time and allowed for additional department tracking. New training for custodians has been implemented which will carry into future years. While the district is undergoing an update to the CPS website, a section will be included for B&G. All relevant stakeholder information will be available.

Amendment

4. Upon the recommendation of the Superintendent of School, the Board approves the appointment of Jessica Nilsen as Supervisor of Curriculum and Instruction effective July 1, 2022 through June 30, 2023, at an annual salary of \$110,000, pending review of Legislation PL 2018c5 and paperwork.

ROLL CALL VOTE:

Moved: Mrs. Molnar

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			

LEGISLATIVE/POLICY COMMITTEE: (Walter Beese)

- Upon the recommendation of the Superintendent of Schools, the Board approves the following Policies on second reading:

Policy-New (M)	1648.15	Recordkeeping for Healthcare Settings in School Buildings-COVID-19
Policy-Revised (M)	2415.04	Title I-District-Wide Parent and Family Engagement
Policy-New (M)	2415.50	Title I-School Parent and Family Engagement
Policy-Revised (M)	2417	Student Intervention and Referral Services
Policy-Revised	3161	Examination for Cause
Policy-Revised	4161	Examination for Cause
Policy-Revised (M)	5512	Harassment, Intimidation and Bullying
Policy-Revised (M)	7410	Maintenance and Repair
Policy-Revised (M)	8420	Emergency and Crisis Situations
Policy-Revised (M)	9320	Cooperation with Law Enforcement Agencies

- Upon the recommendation of the Superintendent of Schools, the Board approves the following Regulations on second reading:

Regulation-Revised (M) 7410	Maintenance and Repair
Regulation-Revised (M) 7410.01	Facilities, Maintenance, Repair Scheduling and Accounting
Regulation-Revised (M) 9320	Cooperation with Law Enforcement Agencies

- Upon the recommendation of the Superintendent of Schools, the Board approves the abolishment of the following Policy on second reading:

Policy-Abolished (M)	1648.14	Safety Plan for Healthcare Settings in School Buildings- COVID19
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ROLL CALL VOTE:

MEMBER	Moved: Mr. Beese		Second: Mr. Ficetola	
	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			

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 Gym on June 8, 2022 from 4-5:30 pm (in case of inclement weather for Dance Pictures).
2. Upon the recommendation of the Superintendent of Schools, the Board approves with the request from CER Wildcats Competition Cheering for their use of the Gym on Mondays, Wednesdays and Thursdays September 12, 2022 through October 31, 2022 from 4:30-9pm for practices.

ROLL CALL VOTE:

Moved: Mr. Biamonte		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			

FINANCE COMMITTEE: (Frank Ficetola)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for May and June 2022 as presented.
2. Upon the recommendation of the Superintendent of Schools, the Board approves the Cooperative Skilled Trades, Compliance Services and Ancillary bids from 7/1/2022 through 3/31/2023 for the 2022-2023 school year with Educational Data Services not to exceed \$1,500.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the License & Maintenance for the 2022-2023 school year with Educational Data Services not to exceed \$2,945.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Strauss Esmay Associates for District Online and Bylaws & Policies Online for the 2022-2023 school year at annual cost of \$4,735.

5. Upon the recommendation of the Superintendent of Schools, the Board concurs with Frontline Technologies, LLC and the Carlstadt Public School for translation of IEP for the 2021-2022 school year not to exceed \$301.20 for student #23132.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Frontline Technology for software licenses agreement IEP Direct Subscription not to exceed \$8,793.03 for 2022-2023 school year.
7. **WHEREAS**, Megan S. Slamb, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, to \$44,000, effective July 1, 2022;

NOW, THEREFORE BE IT RESOLVED that the Carlstadt Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Megan S. Slamb, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

8. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with New Beginnings for the 2022-2023 extended school year for tuition in the amount of \$12,676.80 and \$7,650 for aid support for student # 23007.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with New Beginnings for the 2022-2023 school year for tuition in the amount of \$76,905.92 and \$54,060 for aid support for student #23007.
10. Upon the recommendation of the Superintendent of Schools, the Board approves the service agreement with South Bergen Jointure and the Carlstadt Public School to provide Physical Therapy services for the 2022-2023 extended school year not to exceed \$480 for students #23432, 23276, 23153, 23169.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Search Learning Group for tuition for the 2022-2023 extended school year in the amount of \$18,705 for student #23419.
12. Upon the recommendation of the Superintendent of Schools, the Board approves the annual contract with Safe Schools Integrated Pest Management for the 2022-2023 school year at an annual cost not to exceed \$3,780.
13. Upon the recommendation of the Superintendent of Schools, the Board approves the Annual Software Licensing, Maintenance & Support Agreement with CP-DBS, LLC DBA Pay Schools, for the Carlstadt School Cafeteria operating system at a cost of \$2,845.02 for the 2022-2023.

14. Upon the recommendation of the Superintendent of Schools, the Board approves the resolution to transfer Current Year Surplus, as follows:

Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and N.J.S.A. 18A:7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the commissioner of education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education has determined that an amount not to exceed \$50,000 is available for such purpose of transfer, and

WHEREAS, the Carlstadt Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, subject to the verification upon completion of the Audit, and

WHEREAS, the Carlstadt Board of Education has determined that an amount not to exceed \$2 million is available for such purpose of transfer, and

WHEREAS, the Carlstadt Board of Education will not exceed the maximum allowable amount defined by the district's Long Range Facilities Plan to be transferred to the Capital Reserve Account, and

NOW THEREFORE BE IT RESOLVED, by the Carlstadt Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

15. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Student Accident coverage policy for the 2022-2023 school year with Bollinger through Professional Insurance Associates. This policy is parent paid.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with the Carlstadt Public School and Prime Care Pediatrics, Dr. Martha Sliwowski the School Physician effective July 1, 2022 – June 30, 2023 at an annual rate not to exceed \$4,000.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement South Bergen Jointure to perform speech for the 2022-2023 extended school year not to exceed \$1,920 for the following student #'s 22668, 23428, 23483, 23440, 23272, 23276, 23127, 23234, 22954, 22950, 22948, 23023, 22942, 23420, 22930, 23028, 22929, 23126, 23258, 22554.
18. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Bergen County Special Services (Washington Elementary School) for tuition for 2021-2022 not to exceed \$17,820 for student#23425.
19. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Frontline Technology for IEP translation for school year 2021-2022 not to exceed \$310.80 for student #23270.
20. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Frontline Technology for IEP translation for school year 2021-2022 not to exceed \$258.15 for student #22465.

21. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with South Bergen Jointure Commission for and Physical Therapy evaluation for 2021-2022 school year, not to exceed \$300 for student #23169.
22. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with South Bergen Jointure to provide Physical, Speech Therapy, OT, PT, Speech and other evaluations for the 2022-2023 extended school year.
23. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Fire and Security Technologies for the 2022-2023 school year for inspection/testing, monitoring and annual maintenance of the fire alarm system and all attached components, at an annual cost of \$4573.85.
24. Upon the recommendation of the Superintendent of Schools, the Board approves the annual agreement with Asset Works, LLC for inventory appraisal services at a cost of \$4,475 for the 2022-2023 school year.
25. This Agreement, made and entered into this 14th day of June 2022, by and between the New Jersey School Boards Association on behalf of the NJSBA Cooperative Pricing System and Carlstadt Board of Education and other local district boards of education located in the State of New Jersey who may in the future choose to participate in the ACES (NJSBA) Cooperative Pricing System. **NJSBA ACES CPS #E8801**

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-4.1a, authorizes district boards of education to competitively contract for the procurement of proprietary computer software and services; and

WHEREAS, the New Jersey School Boards' Association (NJSBA), N.J.S.A. 18A:6-45 et. seq., on behalf of its membership has competitively contracted to procure on an aggregated basis digital and electronic products and services, E Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis; and

WHEREAS, N.J.S.A. 18A:18A-11 specifically authorizes two or more local district boards of education (hereinafter referred to as local boards) to enter into a Cooperative Pricing Agreement for the purchase of work, materials, and supplies; and

WHEREAS, NJSBA is conducting a voluntary Cooperative Pricing System within the State of New Jersey, utilizing the administrative purchasing services and facilities of NJSBA; and

WHEREAS, this Cooperative Pricing Agreement (hereinafter referred to as the Agreement) is to effect substantial economies in the purchase of energy and technology products and services for local boards across this State; and

WHEREAS, all parties to this Agreement have approved this Agreement by resolution, in accordance with N.J.S.A. 18A:18A-1 et. seq. and regulations promulgated thereunder; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:

1. The products and services to be priced cooperatively may include, on an aggregated basis or not, digital and electronic products and services, E-Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools-NJ, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis.
2. The services and classes of services which may be designated by the participating local boards hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The NJSBA, on behalf of all participating contracting units, shall, upon approval of the System's registration and upon the anniversary of the system's registration publishes a legal ad in such format as required by N.J.A.C. 5:34-7.12 in a newspaper normally used for such purposes by it, to include such information as:
 - a. NJSBA's full name and the fact that it may be soliciting competitive bids or informal quotations; and
 - b. NJSBA's address and telephone number; and
 - c. The names of the participating contracting units; and
 - d. The State Identification Code for the Cooperative Pricing System, and
 - e. The expiration date of the Agreement.
4. Each of the participating local boards shall designate, in writing, to NJSBA, products and services to be purchased and indicate therein the approximate quantities desired, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
5. The specifications shall be prepared and approved by NJSBA and no changes shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
6. A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be prepared by NJSBA on behalf of all of the participating local boards desiring to purchase products and services and some or all of the other services specified in this Agreement.
7. NJSBA shall receive bids or quotations on behalf of all participating local boards. Following the receipt of bids, NJSBA shall review said bids and on behalf of all participating local boards, either reject all or certain of the bids or make one award to the lowest responsible bidder. This award shall result in the opportunity for individual local boards to enter into individual contracts with the successful bidder providing for the estimated aggregate quantities to be purchased during the term of the individual contracts.

- 8.** Upon determining to accept the bid provided through this Agreement, each participating local board shall:
 - a. Certify the funds available only for its own needs ordered;
 - b. Enter into a formal written contract directly with the successful bidder(s);
 - c. Issue purchase orders in its own name directly to successful bidder(s) against said contract;
 - d. Accept its own deliveries;
 - e. Be invoiced and receive statements from the successful bidder(s);
 - f. Make payment directly to the successful bidder(s) and
 - g. Be individually responsible for any tax liability associated with the individual contract.
- 9.** No participating local board in the Cooperative Pricing System shall be responsible for payment for any services ordered or for performance generally, by any other participating local board. Each participating local board shall, accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.

The provisions of paragraphs 7, 8 and 9 above shall be quoted or referenced and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.

- 10.** No participating local board in the Cooperative Pricing System shall issue a purchase order or issue a contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids which it has itself received.
- 11.** NJSBA reserves the right to exclude any item or service from within said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or practicable.
- 12.** NJSBA shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
- 13.** This Agreement shall become effective upon signing, subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for the duration of the Cooperative Pricing.

System's Registration with DCA unless any party to this Agreement shall give written notice of its intention to terminate its participation.

- 14.** Additional local boards may from time to time, execute this Agreement by means of a Rider attached hereto, which addition shall not invalidate this Agreement with respect to the other signatories. NJSBA is authorized to execute the Rider(s) on behalf of the members of the Cooperative Pricing System.
- 15.** All records and documents maintained or utilized pursuant to the terms of this

Agreement shall be identified by the code number assigned to the System by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.

16. This Agreement shall be binding upon and ensure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

26. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Intralogic Solutions, Inc. for the 2022-2023 school year at an annual cost of \$480.
27. 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 June 1, 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 Eight Hundred Seventy-Four Thousand Two Hundred Twelve (\$874,212.00), 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 Eight Hundred Seventy-Four Thousand (\$874,212.00), 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 \$969,212.00.

ROLL CALL VOTE:

Moved: Mr. Ficetola

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			

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 litigation 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 6:56 pm

ROLL CALL VOTE:

Moved: Mr. Hagen

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 7:24 pm

ROLL CALL VOTE:

Moved: Mr. Offreda		Second: Mr. Ficetola		
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 7:28 pm

MOVED: Mr. Beese

SECOND: Mrs. Molnar

ALL IN FAVOR: Unanimous

Respectfully Submitted,

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