

**CARLSTADT BOARD OF EDUCATION
CARLSTADT, NJ
July 18, 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 6:39 PM

ROLL CALL: Present:	Walter Beese	Maria McNeill
	Robert Biamonte	Leslie Molnar
	Frank Ficetola	Lori Nunziato
	Jose Figueroa	
	Jeffrey Hagen	

Not Present: Massimo Offreda

ATTENDANCE

Allison Evans, Superintendent
Megan Slamb, Business Administrator
Jeff Merlino, Esq. Counsel

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 presented the HIB Self-Assessment for the 2021-22 school year. This is a NJ DOE mandated self-assessment that has schools evaluate themselves using 8 categories. Schools have to have a Bullying Specialist

and Bullying Coordinator as well as a BOE approved HIB Policy that complies with the NJ DOE HIB Statute and post this information on the District website. They also have to provide training to both the staff and students fostering HIB awareness and prevention. A procedure must be in place to facilitate the reporting of bullying incidents in real time and a follow up investigative process that is completed in 10 days with the results being sent to the superintendent and presentation of results to the BOE. Carlstadt Public School complies with all these requirements. The district rating was 75 out of 78 for the 2022-23 school year.

Also presented with the annual report of information sent to the NJ DOE through the Student Safety Data System (SSDS). The information in this report covered multiple HIB and suspension issues.

MOTION TO APPROVE THE FOLLOWING MINUTES: **June 14, 2022** **Regular Meeting**
 June 14, 2022 **Executive Session**

Moved: Mr. Beese		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			

REPORT OF SUPERINTENDENT

Good evening. I would like to take this opportunity to welcome those of you in attendance at tonight’s in-person board of education meeting. I would also like to welcome Ms. Jessica Nilsen our new Supervisor of Curriculum and Instruction.

- There are 511 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 35 students enrolled for next year’s Pre-Kindergarten program. These numbers are not inclusive of the pre-school disabled students. At this point, there is a need for two sections of pre-k in the fall. We currently have a wait list. There are 48 students registered for Kindergarten next year. Both grade level numbers are expected to rise especially over the summer.
- Pre-K and Kindergarten orientation is tentatively scheduled for parents on August 11. Pre-k will begin at 10:30 a.m. and Kindergarten at 9:00. This program is just for parents. Parents/guardians will have the opportunity to meet me, the Principal, our new Supervisor of Curriculum & Instruction, and Director of Special Services as well as the School Nurse and PTA President. We will discuss a variety of topics such as our curriculum, important policies/procedures, medical issues, parental involvement and answer questions. On September 1, students along with their parents/guardians will have the opportunity to meet their actual teacher in their classroom. This will help provide the students with a positive experience in the building and thus be more comfortable about starting school.
- Eligible students in grades pre-k -8th are attending the Extended School Year program which focuses on reinforcing foundational skills and decreasing regression and time needed to recoup previously acquired skills. In continuing the Multicultural initiative, students in pre-2 are participating in weekly

multicultural songs and dance. The program started on July 5th and will conclude July 29th. The program is off to a great start and students and staff are having a blast!

- Our newly established Summer Learning Academy started on July 11th and will continue until July 29th. Students entering grades 1-4 are having fun learning and
- exploring this summer. This program focuses on helping students build foundational skills necessary for promotion to the next grade level.
- The 8th grade graduation took place on Friday, June 24. Thanks to our wonderful custodians, teachers and staff, we were able to hold graduation in-person with a streaming option for those watching at home. It was an excellent night congratulating our 8th grade students. Much thanks to Mr. Foy and Mrs. Molnar for your inspirational speeches.
- We are on track with student scheduling, class lists, and building maintenance. The custodians and their assistants are doing a fantastic job getting the building ready for the opening of school in September.
- I would like to congratulate the Megan Slamb and the Business Department on receiving the ASBO's Certificate of Excellence in Financial Reporting for the fiscal year ending 2021. This award represents a significant achievement and reflects your commitment to transparency and high-quality financial reporting. Congratulations!
- 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.

Mr. Ficotola, so ends my report.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

- We are working our way down the checklist for this summer in terms of our projects and construction.
 - The STEAM Lab is well under way. All demolition is complete and we are now framing out and building up the different areas in the space. We are on track for our intended schedule.
 - Likewise, our Boiler Project is on track, with the new boiler units having been delivered last week.
 - Finally, our Siteworks Project has hit a few snags in the scheduling due to supply chain delays. That being said, Ms. Evans and I have been able to work out a schedule that is logistically workable for us moving into the 2022-23 school year. The project will carry into October, but with all major construction completed before Labor Day. This will allow for us to carry forward with the Gym B Flooring project, while still having access to the Gym lobby entrance. We will continue to monitor the situation closely, but all parties are aware of the priorities of the district and are confident that they can accommodate them. We will also ensure that safety is a top priority for any work being completed once school is back in session.
- We are also making great progress with our annual summer cleaning and preparation. The custodial staff has been working hard, and keeping things moving at a steady pace. I'd like to thank them for all of their efforts in preparing us for another great year.

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 Allison Evans as Affirmative Action Officer for the 2022-2023 school year.
2. Upon the recommendation of the Superintendent of Schools, the Board approves Allison Evans as Title IX Coordinator for the 2022-2023 school year.
3. Upon the recommendation of the Superintendent of Schools, the Board approves Kenneth Foy as the District's Attendance Officer for the 2022-2023 school year.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the following individuals for placement on the 2022-2023 school year substitute lists. (see attached)
5. Upon the recommendation of the Superintendent of Schools, the Board approves the following hourly rate guide for the Bus and Lunchroom/Playground Aides for the 2022-2023 school year:
 - Step 1- \$13.41
 - Step 2- \$14.31
 - Step 3- \$15.27
 - Step 4-\$17.77
6. Upon the recommendation of the Superintendent of Schools, the Board approves the following rates for 2022-2023 Substitutes:

Substitute Teacher	\$110 per day
-Continuous Service in same position 21 days or over:	\$145 per day
Teacher Aide Substitute	\$90 per day
Lunchroom/Playground	\$13.41 per hour
Custodian Substitute	\$17 per hour
Student Summer Help	NJ Minimum Wage
7. Upon the recommendation of the Superintendent of Schools, the Board approves the payment of the 2021-2022 Merit Bonus to Megan Slamb, Business Administrator/Board Secretary, in the amount of \$3,634.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the revisions to the 2022-2023 school year calendar to reflect:
 - One Session Day June 7, 2023 (Primary Election)
 - One Session Days June 19, 2022-June 23, 2022
9. Upon the recommendation of the Superintendent of Schools, the Board accepts, with regret, the resignation of Marie (Christine) Bradley as full time secretary effective July 1, 2022.
10. Upon the recommendation of the Superintendent of Schools, the Board rescinds the appointment of Manuel Cuello as full time custodian.

11. Upon the recommendation of the Superintendent of Schools, the Board approves Fredric Carter as Full Time Custodian, Step 5 \$45,250 plus shift differential, as per the negotiated guide, effective July 1, 2022 through June 30, 2022.
12. Upon the recommendation of the Superintendent of Schools, the Board accepts the resignation of Fredric Carter effective July 7, 2022.
13. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Kerri Kriete as a Permanent Substitute for the 2022-2023 school year, at a rate of \$145 per diem, not to exceed 4 days per week.
14. Upon the recommendation of the Superintendent of Schools, the Board approves Kathleen Lucas as Middle School Language Arts Teacher, MA Step H, \$73,042 as per negotiated agreement, pending review of Legislation PL 2015C5 and paperwork, effective September 1, 2022 through June 30, 2023.
15. Upon the recommendation of the Superintendent of Schools, the Board approves Catalina Pelaez as Full Time Secretary, Step 2 \$47,812 as per the negotiated agreement, effective review of Legislation PL 2015c and completion of paperwork through June 30, 2023.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Megan Mariano at the "ELA Success Summit" online workshop on July 18, 2022 with a registration fee of \$39.99.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Allison Evans and Jessica Nilsen at the "2022 Data Forward Summer Institute" sponsored by LinkIt, on July 18-19, 2022 with a registration fee of \$200 per person using ESSER funds.
18. Upon the recommendation of the Superintendent of Schools, the Board approves the NJPSA Annual Membership dues of \$845 each for Jessica Nilsen, Diana Gutierrez and Kenneth Foy, for a total of \$2535.

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)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the following policy on first reading:

Policy-Revised (M)	#0143.2	High School Student Representative to the Board of Education
Policy- Revised (M)	#0163	Quorum
Policy-Revised (M)	#1511	Board of Education Website Accessibility
Policy-Revised (M)	#2415	Every Student Succeeds Act
Policy-Revised	#3216	Dress and Grooming
Policy-Revised	#3270	Professional Responsibilities
Regulation- Revised	#3270	Lesson Plan and Plan Books
Policy-New	#4216	Dress and Grooming
Policy-Revised (M)	#5513	Care of School Property
Regulation-Revised (M)	#5513	Care of School Property
Policy-Revised (M)	#5517	School District Issued Student Identification Cards
Policy-New (M)	#5722	Student Journalism

2. Upon the recommendation of the Superintendent of Schools, the Board approves the abolishment of the following policy on first reading:

Policy	#2432	School Sponsored Publications
Regulation	#2432	School Sponsored Publications

3. Upon the recommendation of the Superintendent of Schools, the Board approves the 2022-2023 Professional Development Plan.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the 20122-2023 Mentoring Plan.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the 2022-2023 Carlstadt Public School Emergency Response Manual.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the 2022-2023 Crisis Response Manual.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the 2022-2023 Comprehensive Equity Plan.
8. Upon the recommendation of the Superintendent of Schools, the Board approves the update to the Safe Return Plan for the 2022-2023 school year.

ROLL CALL VOTE:

Moved: Mr. Beese

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			

BUILDING/ GROUNDS/HISTORICAL COMMITTEE: (Robert Biamonte)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the request from CER Wildcats Competition Cheering for their use of the Gym every Monday from 4:00 pm to 9:00 pm August 1, 2022 through August 29, 2022.

ROLL CALL VOTE:

Moved: Mr. Biamonte

Second: Mrs. Nunziato

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

FINANCE COMMITTEE: (Frank Ficetola)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the Board Secretary's report for the month ending May 2022 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 May 2022 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 May 2022 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 May 2022 as presented in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2 within the adopted 2021-2022 budget.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the current bills for June and July 2022 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement between RFP Solutions, In. and the Carlstadt Board of Education for the service contract for the 2022-2023 school year not to exceed \$5,535.16.
6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the service agreement with Homecare Therapies, LLC for nurse support for transportation for the 2022-2023 ESY school year not to exceed \$5,000 for student #23425.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contact with Bergen County Special Services and the Carlstadt Public School District for tuition for the extended school year 2022-2023 in the amount not to exceed \$8,225 for student #23425.
8. 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 \$522.45 for student #22465.
9. Upon the recommendation of the Superintendent of Schools, the Board approves the Carlstadt School District to participate in the National Joint Power Alliance contract for HVAC products, installation and services. Number #070121-JHN to purchase goods and services being purchased through the Source Well Government Purchasing Alliance. Carlstadt Public District is permitted to join National Cooperative purchasing agreements under the authority of N.J.S.A 52:34-6.2(b) (3).
10. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with Elevator Maintenance Corp. for elevator maintenance for the 2022-2023 school year at a cost not to exceed \$1,107. Agreement #19943.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with the Meadowlands Area YMCA for Before/After Care Programs for the 2022-2023 school year for a charge of \$12,000* for use of the facility, to be paid to the Board in two equal installments in September 2022 and January 2023. *Based on program enrollment.
12. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Hillmar for speech evaluation for the 2021-2022 school year, not to exceed \$450 for student #23153.
13. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with Johnson Controls for maintenance and repairs services for the 2022-2023 school year not to exceed \$11,980.

14. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Care Plus to provide clearance evaluation for the 2021-2022 school year not to exceed \$200.00 for student #23112.
15. Upon the recommendation of the Superintendent of schools, the board concurs with the agreement with CBH Care for a school clearance for the 2021-2022 school year not to exceed \$250 for student #23163.
16. Upon the recommendation of the Superintendent of schools, the board concurs with the correction of motion #15 (Finance) from the May 16, 2022 Board meeting to read student #23377.
17. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Frontline Technology for additional funds needed for document translation of IEP for school year 2021-2022 not to exceed \$400.00.
18. Upon the recommendation of the Superintendent of Schools, the Board approves the Linkage Agreement with South Bergen Jointure Commission for 2022-2023 school year providing ten month rental income of \$47,810.
19. Upon the recommendation of the Superintendent of Schools, the Board approves the renewal of the Blanket Accident Insurance Policy for the 2022-2023 school year through Professional Insurance Associates not to exceed \$3,889.
20. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Professional Insurance Associations as the district's Risk Management Consultant for participation in the NESBIG Insurance Consortium for the 2022-2023 school year.
21. Upon the recommendation of the Superintendent of Schools, the Board authorizes the Business Administrator to sign the School Nutrition Program Vended Meals Contract with The South Bergen Jointure Commission for the period commencing September 1, 2022 – June 30, 2023.
22. Upon the recommendation of the Superintendent of Schools, the Board approves the District's Purchasing Manual for the 2022-2023 school year.
23. Upon the recommendation of the Superintendent of Schools, the Board approves the Service Agreement with Intrado Interactive Services Corp. for School Messenger Complete for the 2022-2023 school year at an annual cost of \$1,300.
24. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves annual contract with LinkIt for Software Licenses Agreement for Intergrated Services, Professional Development Support and LinkIt Navigator in the amount of \$15,137 for the 2022-2023 school year.
25. Upon the recommendation of the Superintendent of Schools, the Board approves the tax Schedule request to the township for the 2022-2023 school year. The schedule will be on file at the township and board office.

26. Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education concurs with the annual contract with Aimsweb Plus/Pearson, for Software Licenses Agreement for Assessment and Professional Development Support not to exceed \$600 for the 2022-2023 school year.
27. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for Occupational Therapy for the 2022-2023 school year in the amount not exceed \$4050 for student #22619.
28. Upon the recommendation of the Superintendent of Schools, the Board concurs with the tuition contract with the Ridgefield Board of Education for the 2022-2023 extended school year in the amount of \$6,861 for student # 22619.
29. Upon the recommendation of the Superintendent of Schools, the Board approves the contract with the Ridgefield Board of Education for the 2022-2023 school year in the amount of \$43,842 for student #22619.
30. Upon the recommendation of the Superintendent of Schools, the Board concurs with the agreement with Hillmar, LLC for Bilingual BDI, Bilingual speech and language evaluations for 2022-2023 school year, not to exceed \$1,650 for student #23505.
31. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with South Bergen Jointure Commission for the ESY 2022-2023 tuition in the amount of \$4,050 per student #'s 23147, 23377, 22860, 23406, 22743, 22537, 22729, 23304, 23446.
32. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #1 of \$180,282.76 to Cypreco Industries, Inc. for the Alterations to New Steam Lab Project.
33. Upon the recommendation of the Superintendent of Schools, the Board approves the purchase from Inspiring Young Learners, LLC for monthly lesson plans and guides for support ESL students for the 2022-2023 school year not to exceed \$219.00 The will be funded from Title III money.
34. Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2022-2023 Individuals with Disabilities Act (IDEA) application and acceptance of the funds as follows:
 - a. Basic: \$147,226
 - b. Preschool: \$7,291
35. Upon the recommendation of the Superintendent of Schools, the Board authorizes submission of the 2022-2023 Elementary and Secondary Education Act (ESEA) application and acceptance of the funds as follows:
 - a. Title I: \$103,620
 - b. Title II-A: \$18,323
 - c. Title III: \$11,562
 - d. Title IV: \$10,000

ROLL CALL VOTE:

Moved: Mr. Ficetola		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			

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 5:37 pm

ROLL CALL VOTE:

Moved: Mr. Beese

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			

Motion to reconvene at 6:30 pm

ROLL CALL VOTE:

Moved: Mrs. Molnar

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:

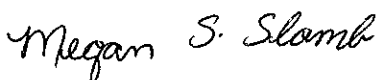
Motion to adjourn meeting at 6:58 pm

MOVED: Mr. Beese

SECOND: Mrs. Nunziato

ALL IN FAVOR: Unanimous

Respectfully Submitted,



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