

**CARLSTADT BOARD OF EDUCATION
CARLSTADT, NJ
August 18, 2022 Zoom Meeting
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 11:30 am

ROLL CALL: Present:	Walter Beese	Maria McNeill
	Robert Biamonte (11:48 am)	Leslie Molnar
	Frank Ficetola	Lori Nunziato
	Jose Figueroa	
	Jeffrey Hagen	

Not Present: Massimo Offreda

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:	Summer Learning Academy	Laura Wood
	Gave presentation during the Superintendent's report	

MOTION TO APPROVE THE FOLLOWING MINUTES: **Regular Meeting July 18, 2022**
 Executive Meeting July 18, 2022

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

- 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 29 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 49 students registered for Kindergarten next year. Both grade level numbers are expected to rise especially over the summer.
- Summer Learning Academy presentation by Laura Wood
- Access for ELLs presentation by Diana Gutierrez
- 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.
- 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. Ficetola, so ends my report.

Laura Wood gave a brief presentation on the 2022 Summer Learning Academy:

Development of SLA

- The I&RS team determined the students who would benefit from a 3 week summer intervention program that had a strong focus in literacy and math.
- Together, we created a theme related curriculum that blended intervention and enrichment activities.
 - o Literacy and Math Intervention
 - o Ocean Week, STEM Week, The Great Outdoors Week
 - o Yoga, Art, Music, and Board Games

Successes of SLA

- ESY students were able to participate in all of our enrichment classes.
- Students could also enroll in the Carlstadt Recreation Program. Coordination between the two programs

worked well with the help of classroom aides.

- Of the 30 high support students enrolled in grades 1, 2, 3, and 4, 24 came nearly every day.
- Students were supported in a small group instruction environment with two teachers that collaborated as an intervention team.

Feedback from Teachers about SLA

- 100% of the SLA teachers would like to come back again next summer.
- "I loved this summer and thought it went amazing for the first year!"
- "I saw some really cool things in my music class, the art class, and they loved yoga."
- "Next year we could target students earlier in the year for a greater turnout of students who need support."

Kindergarten Bootcamp

- We spent about 5 days screening all incoming kindergarten students and asking parents to complete a parent information sheet. Each child was sent home with a bag to support holding a pencil, practicing writing his/her name, cutting with scissors, and letter and number recognition.
- Based on the screening 14 students were asked to come back the following week for 3 hours a day for a "kindergarten readiness camp." 13 agreed to attend. 2 were pulled from the Carlstadt Recreation Program each morning and brought back at 12:30 each afternoon.
- During the 3 hours each day we worked on familiarizing students with basic school readiness skills such as: arrival routines, bathroom procedures, carpet rules, snack procedures, lining up procedures, familiarizing them with the school environment, recess rules, dismissal routines in addition to letter and number recognition, language development, and fine motor skill practice.
- We took lots of notes on each student and on the last day sent each parent home with a targeted checklist of suggested activities to work on before the start of kindergarten.
- The information that we have gathered this summer has helped develop our intervention groups for the fall. We are able to immediately instruct small groups of kindergarten students who need support. This instruction will occur 5 days a week for 6 weeks. Students will be monitored each week to track progress. Teachers and Aides will collaborate on this intervention on September 2 so that we can get started with support strategies the first week of school. The idea is to move students out of intervention as soon as possible.

Mrs. Gutierrez gave a brief presentation on Access Results Spring 2022 (ESL):

ENGLISH AS A SECOND LANGUAGE @ CPS

SERVICES & SUPPORTS FOR ELL'S

- 1 PERIOD OF ESL INSTRUCTION PER DAY (K-8)
- 1 PERIOD OF ESL INSTRUCTION PER WEEK (PRE-K)
- SHELTERED INSTRUCTION MODEL
- WHERE EVERYONE BELONGS CLUB

WIDA ACCESS for ELL's 2.0

What is ACCESS for ELL's • Evaluates progress towards English Language Proficiency (ELP) from one year to the next
○ Scores 1-6, 4.5= proficient • Administered annually (K-12) to help schools monitor English language development of students identified as ELL's

Action Plan for ELL's

- ESL Committee ○ Use of data to drive instruction • Up the Bar Consulting
- Edmentum Reading Eggs and ESL Newcomer Program • Access to translator and Ipad's with Translator app
- Media Center ○ High Interest/ Low Readability Books ○ Books in Native Language ○ Multicultural Novels
- Sheltered Instruction Training and Implementation • Extended School Year

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

- As a quick update on our Capital Projects:
 - The Siteworks Project is progressing well. We dealt with a few initial delays and issues, but after flushing out a detailed schedule the contractor has been moving at a quick and steady pace. We are on schedule for all major construction to be completed by September 6th for the opening of school. We will have some additional work that must be completed after school begins, but access to the building will be restored and there will be little to no disruption to our students and staff.
 - Our Boiler Replacement Project is close to wrapping up and has gone very smoothly. All the new mechanical equipment is in, and we are in the final stages of project completion.
 - Finally, our STEAM Lab has hit a few delays due to lead time items and clarification of specifications on the project. Ms. Evans and I have been meeting with the district architects, and they have a clear understanding of our expectations. They are working to communicate those expectations with our contractor, and ensure the work is completed as quickly and accurately as possible. We have made contingency plans if we are unable to open that STEAM Lab for the start of school, and are prepared for all scenarios.

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.

Mrs. Mello of 100 Coles Avenue in Hackensack asked about the revised policies under Legislative/Policy Committee.

Ms. Evans advised that the revised policies will be discussed with staff at the beginning of school.

President closes hearing of citizens.

The board made a motion to recess from zoom at 11:58 pm Moved: Mr. Ficetola and Seconded: Mrs. Molnar. All in favor: unanimous.

The board made a motion to reconvene to zoom at 12:00 pm Moved: Mrs. Molnar Seconded: Mr. Ficetola All in favor: unanimous.

REPORT OF COMMITTEES

INSTRUCTIONAL/PERSONNEL COMMITTEE: (Mrs. Molnar)

1. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of the following Lunchroom/Playground Aides at the rate designated for the 2022-2023 school year:

<u>Name</u>	<u>Hourly Rate</u>	<u>Step</u>
Beverly Faist	\$17.77	4
Diane Gagnano	\$17.77	4
Marie Hasch	\$17.77	4
Barbara Kronyak	\$17.77	4
Wendy Morales	\$14.31	2
Linda Szablicki	\$17.77	4
Carol Voelker	\$14.31	2

2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of David Znutas as full time custodian, effective August 15, 2022 through June 30, 2023, Step 2, \$42,750 plus shift differential as per the negotiated agreement.
3. Upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Shannon Reilly-Wong, as special education teacher aide, up to 27.5 hours weekly (0.79), effective September 1, 2022-June 30, 2023, Step B, \$27,779 as per the negotiated agreement.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Catalina Pelaez at "Intermediate Google Training for Administrative Assistants and School Secretaries," hosted by NJECC on August 15-16, 2022 with a registration fee of \$160, using entitlements.
5. Upon the recommendation of the Superintendent of Schools, the Board approves "Up the Bar Consulting" to provide ESL consulting and staff professional development for 5 days at a rate of \$2,000 per day, not to exceed \$10,000.
6. Upon the recommendation of the Superintendent, the Board approves the 2022-2023 "NJSEAA" membership dues for Diana Gutierrez in the amount of \$250.

ROLL CALL VOTE:

Moved: Mrs. Molnar

Second: Mr. Figueroa

MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Beese	x			
Mr. Biamonte	x			
Mr. Figueroa	x			
Mr. Hagen				x
Mrs. McNeill				
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 second 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 second reading:

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

ROLL CALL VOTE:

MEMBER	Moved: Mr. Beese		Second: Mrs. Molnar	
	YES	NO	ABSTAIN	ABSENT
Mr. Beese	x			
Mr. Biamonte	x			
Mr. Figueroa	x			x
Mr. Hagen				
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 the Carlstadt Police Department for their use of the cafeteria, gym, parking lot and field for the Junior Police Academy from 9:00 am-2:30 pm on August 22-26, 2022.

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 Board Secretary's report for the month ending June 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 June 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 June 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 June 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 July and August 2022 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the correction for motion #10 (under finance) from the July 18, 2022 Meeting to read **\$2,214**.
6. Upon the recommendation of the Superintendent of Schools, the Board approves the payment #1 of \$169,670 to Pennetta Industrial Automation LLC for the Boiler Replacements project.
7. Upon the recommendation of the Superintendent of Schools, the Board concurs with the name change from Professional Insurance Associates to World Insurance Associates, LLC.
8. Upon the recommendation of the Superintendent of Schools, the Board concurs the Parent Transportation Agreement to transport (child) student ID #22953 on a daily basis to and from Felician School for Exceptional Children for the 2022-2023 ESY School year. Reimbursement is not to exceed \$800.

9. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Butler Water Corrections for the 2022-2023 school year at an annual cost of \$3,350.
10. Upon the recommendation of the Superintendent of Schools, the Board concurs with the contract with Advanced Building Controls, Inc. for preventive maintenance for the 2022-2023 school year not to exceed \$11,950.
11. **BE IT RESOLVED**, that the following designated as the official appointee of the Board of Education to Lerch, Vinci and Higgins, Bliss Board Auditor services for August 18, 2022 through December 31, 2022.
12. Upon the recommendation of the Superintendent of Schools, the Board approves the purchase of Mosaic Instructional Planning online software licenses, Mosaic Instructional Planning, Inc. 23 Heather Ln. Miller Place, NY 11764, for the 2022-2023 school year in the amount of \$20,000. This software is to be purchased using funding from the district's ARP-ESSER allocations.

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

Mr. Beese advised the board that he will be honored by the Executive Committee on August 24th at 4:30 pm for 34 years of service as a Police Officer. This will be held at the County Office in Hackensack.

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.

ADJOURNMENT:

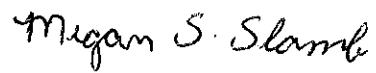
Motion to adjourn meeting at 12:08 pm

MOVED: Mrs. Molnar

SECOND: Mrs. McNeill

ALL IN FAVOR: Unanimous

Respectfully Submitted,



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