

**CARLSTADT BOARD OF EDUCATION
CARLSTADT, NJ
March 15, 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 p.m.

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

Not Present:	Lori Nunziato
--------------	---------------

ATTENDENCE

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.

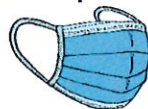
In accordance with the provisions of this Act, the Carlstadt Board of Education has caused notice of this meeting to be announced by having the time, date, and location and, to the extent known, the agenda of the meeting thereof, posted on the official bulletin board of this public body more than 48 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: Design Thinking Challenge Winners

Amanda Oswald, Juliana Jarosz and Mia Sanchez gave a brief presentation of the winning product for the



Design Thinking Challenge: The Anti-Acne Face Mask

MOTION TO APPROVE THE FOLLOWING MINUTES:

February 15, 2022

Regular Meeting

February 15, 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 today's board of education meeting.

- There are 545 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 31 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.
- Thankfully, our COVID-19 positive case numbers have dropped to almost nothing. We are continuing to monitor the data, contact trace and quarantine when necessary. Masks are now optional at CPS. We will continue to sanitize, disinfect, and social distance when applicable.
- This year we started a new club called WEB which stands for "Where everyone belongs." For the club's first project, students made bracelets which they hid around the school for others to find! Each bracelet came with a message from the WEB club which reminded students how amazing they are and that they belong here at CPS! Students were instructed to wear the bracelet and after some time pass it on to a friend or classmate to spread kindness. The project was a hit so the WEB club is going to be making and hiding more bracelets in the upcoming weeks.
- We also continue to hold our upstander shout outs each week! A student is eligible for this shout out if they display an act of kindness, empathy or respect. Upstanders help make our school a better place, and are nominated by school staff each week. To date we have awarded 121 brag tags to students this school year!
- Next week we are hosting an antibullying laser show for students in all grade levels! Thank you to the PTA for helping sponsor this assembly, the students and staff are very excited for it!

- Our 5 and 6 graders will be starting their mental health series next week! It will focus on a variety of topics related to mental health and wellness and will run throughout the spring. It is being facilitated by mental health clinicians from West Bergen.
- On April 14, we will have a dedication ceremony for our bell in honor of Diane Lahullier, former board member. The ceremony will be at 4 pm.
- We had some issues with canceled bus routes for field trips using the Becton buses. The original letter stated we would no longer be able to use the previously approved buses due to the increase of gas prices. After offering to pay the excess fee in gas two times, Becton finally agreed to allow us to use their buses for the four originally approved dates.

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 no incidents investigated since the last Board of Education meeting.

So ends my report Mr. Ficetola.

REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

BA Report 3-15-22

Summary of Budgetary Information

Preliminary Budget:

General Fund	\$ 13,097,397
Special Revenue Fund	\$ 203,238
Debt Service	<u>\$ 1,551,038</u>
Total	\$ 14,851,673*

OF THAT TOTAL

The amount to be raised by taxation is:

General Fund	\$ 11,323,329
Debt Service	<u>\$ 1,551,038</u>
Total	\$ 12,874,367*

The percentage increase in tax levy for the 2022-2023 school year is CURRENTLY **0.99%**. Based upon the information provided by the Carlstadt Tax Assessor's Office, this will have an impact on the average home (valuation of \$411,838) of **(-\$ 13.93) per year**.

Our health benefits renewal was estimated at and increase of **7.5%** for the upcoming year. We have budgeted the increase at the recommended 7.5% accordingly as we feel this is a reasonable expectation. There is **no** available healthcare adjustment for this budget year.

In March we received our State Aid Notice. We have received and **additional \$85,396** which has been appropriated to offset the tax levy and fund additional tuition and related service costs for the coming school year.

The district will once again be waiving the right to file for SEMI funding, as we do not meet the requirements set forth by the program.

The amounts noted for Debt Service are in accordance with the previously scheduled and approved debt schedule. Please keep in mind, this approval is for the tentative submission ONLY. At this point, the budget will be submitted to the county office for review. They will advise any changes that they deem necessary based upon the technical aspects and completeness of the reported data. We will hold our **Public Hearing on May 3rd** in

coordination with the previously scheduled board meeting. At that time a full presentation of the budget will be made. The board will receive supplemental documents prior to the meeting as usual.

Finally, as an update to the progress for our summer 2022 Projects – we will be holding a bid opening on April 13th for both the STEAM Lab Project and the Site works Project.

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 Donny Mantilla as a substitute teacher for the remainder of the 2021-2022 school year, pending completion of all paperwork.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with Lynda DeCarlo as substitute teacher for the remainder of the 2021-2022 school year.
3. Upon the recommendation of the Superintendent of Schools, the Board approves an extension to the unpaid leave of absence to employee #0843 with a return date of May 31, 2022.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the following additions to the field trip list:

DreamWorks Water Park, East Rutherford, NJ
Nickelodeon Universe Theme Park, East Rutherford, NJ
TiLT A Tracy Lee Stum Museum, East Rutherford, NJ
Angry Birds Mini Golf, East Rutherford, NJ
Mirror Maze, East Rutherford, NJ
Blacklight Mini Golf, East Rutherford, NJ
The Rink, East Rutherford, NJ
Observation Wheel, East Rutherford, NJ
The Escape Game, East Rutherford, NJ
Arena STEM, Paramus, NJ
Medieval Times, Lyndhurst, NJ
Essex County Environmental Center, Roseland, NJ

5. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Andrew Hartmann as After School Academy (Cycle 2) teacher from February 28, 2022 through May 16, 2022, 4 hours per week at a rate of \$40 per hour.

6. Upon the recommendation of the Superintendent of Schools, the Board concurs with the appointment of Kelly Ydrovo as After School Academy (Cycle 2) teacher from February 28, 2022 through May 16, 2022, 1 hour per week at a rate of \$40 per hour.
7. Upon the recommendation of the Superintendent of Schools, the Board approves the contract extension for Cheryl Mallen, Interim Director of Special Services, through on or about June 3, 2022.
8. Upon the recommendation of the Superintendent of Schools, **the Board approves the amendment to previous motion #11 adopted on November 15, 2021:** Upon the recommendation of the Superintendent of Schools, the Board approves Dawn Garrabrant and Jessica Gutowski as co-advisors of the Eighth grade "NJ Design Thinking Challenge Club", after school beginning November 2021 through **June 2022**, with a minimum of 6 sessions and a maximum of **35** sessions, at the contractual rate of \$56 per session.
9. Upon the recommendation of the Superintendent of Schools, the Board approves James Garde and Theresa Mello as co-advisors of the Grades 6-8 Theater Club, after school beginning March 21, 2022 through on or about April 14, 2022, with a minimum of 6 sessions and a maximum of 20 sessions, at the contractual rate of \$56 per session.
10. Upon the recommendation of the Superintendent of Schools, the Board concurs with the attendance of James Garde at the "NJECC 2022 Annual Educational Technology Conference" sponsored by NJECC on March 8, 2022, with a registration fee of \$110, using entitlements.
11. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Jacqueline Henderson at the "Catching Up Students Who've Fallen Behind in Reading" workshop sponsored by Bureau of Education and Development, on March 30, 2022 with a registration fee of \$279, using Title II funds.
12. Upon the recommendation of the Superintendent of Schools, the Board approves the attendance of Allison Evans and Janet Olsson at the ISTE's Annual Conference & Expo in New Orleans, LA, June 26, 2022 through June 29, 2022 for a total of \$1320.
Membership Fee: \$85 each
Registration Fee: \$575 each
13. Upon the recommendation of the Superintendent of Schools, the Board approves West Bergen Mental Healthcare to provide twelve (12) Social and Emotional Learning small group sessions to grades 5-6 at a cost of \$150 per session for a total of \$1,800 using ESSER funds.

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 upon second reading, the following Policy: (Alert 226)

Policy- Revised (M)	#P2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
Policy-Revised (M)	#P2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
Regulation-Revised (M)	#R2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
Policy- New (M)	#P2460.30	Additional/Compensatory Special Education and Related Services
Policy-Revised (M)	#P2622	Student Assessment
Regulation-Revised (M)	#R2622	Student Assessment
Policy- Revised	#P3233	Political Activities
Policy- New (M)	#P5541	Anti-Hazing
Policy-Revised	#P7540	Joint Use of Facilities
Policy- Revised (M)	#P8465	Bias Crimes and Bias-Related Acts
Regulation- Revised (M)	#R8465	Bias Crimes and Bias-Related Acts
Policy- Revised (M)	#P9560	Administration of School Surveys

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			

BUILDING/ GROUND/HISTORICAL COMMITTEE: (Robert Biamonte)

1. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from Carlstadt Little League for their use of Gym A on February 20, 2022 and February 27, 2022 from 5-8 pm for clinics.
2. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from Carlstadt Little League for their use of Gym A on Saturdays February 19, 2022 through April 2, 2022 from 4:30-6:30 pm for practice.
3. Upon the recommendation of the Superintendent of Schools, the Board concurs with the request from Carlstadt Recreation for their use of Gym A on Monday, Wednesday and Fridays from 5-9 pm and Saturday and Sundays from 9 am-3 pm from February 28, 2022 through March 13, 2022 for basketball.
4. Upon the recommendation of the Superintendent of Schools, the Board approves the request from Girl Scout Troop #98124 for their use of room #208 on March 28, 2022 from 4-5 pm for a meeting.
5. Upon the recommendation of the Superintendent of Schools, the Board approves the request from the Carlstadt PTA for their use of room# 207 on April 6, 2022 from 5-8 pm for a painting event.

ROLL CALL VOTE:

Moved: Mr. Biamonte			Second: Mr. Figueroa	
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 January 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 January 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 January 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 January 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 February and March 2022 as presented.
5. Upon the recommendation of the Superintendent of Schools, the Board approves/accepts the 2020-2021 Audit/Comprehensive Annual Financial Report (CAFR).
6. Upon the recommendation of the Superintendent of Schools, the Board approves/accepts the 2020-2021 Audit Recommendations/Auditors Management Report.
7. Upon the recommendation of the Superintendent of Schools, the Board approves/accepts the 2020-2021 Audit Synopsis.
8. **A RESOLUTION** appointing the Board of Trustees Fund Commissioner to the Bergen Municipal Employee Benefits Fund (BMED)

WHEREAS, the Carlstadt Board of Education is a member of the Bergen Municipal Employee Benefit Fund (hereinafter the BMED); and

WHEREAS, in accordance with the By-Laws and more specifically, the requirements of membership in the BMED, the Board of Trustees must appoint a Fund Commissioner to represent the Board of Trustees in all pertinent BMED affairs.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Carlstadt Board of Education, county of Bergen, State of New Jersey that

Megan Slamb, Business Administrator/Board Secretary

Is hereby appointed to serve as the Board of Trustees Fund Commissioner, to the Bergen Municipal Employee Benefits Fund, effective upon adoption of the Resolution, and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be forwarded to the Fund through the Board of Trustees Risk Management Consultant.

9. Adoption of Tentative Budget 2022-2023

Upon the recommendation of the Superintendent of Schools, the Carlstadt Board of Education approves the 2022-2023 Preliminary Budget as follows:

General Fund	\$ 13,097,397
Special Revenue Fund	\$ 203,238
Debt Service	\$ 1,551,038
TOTAL	\$ 14,851,673

The amount to be raised by taxation is:

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

BE IT RESOLVED; that the Carlstadt Board of Education authorizes the submission of the 2022-2023 Preliminary 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.

BE IT FURTHER RESOLVED; that the public hearing be held in the Carlstadt Public School Cafeteria, 550 Washington Street, Carlstadt, New Jersey on **May 3, 2022 at 6:00 pm.**

- 10.** Upon the recommendation of the Superintendent of Schools, the Board concurs with the service agreement with Union County Educational Services Commission to perform home instruction for the 2021-2022 not to exceed \$1,400 for student id#22941.
- 11.** Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with South Bergen Jointure Commission for Occupational evaluation for 2021-22 school year, not to exceed \$300 for student #23234.
- 12.** Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Hillmar, LLC for Bilingual- Speech/ Educational and Psychological evaluations for 2021-2022 school year, not to exceed \$1,650 for student ID#22954.
- 13.** Upon the recommendation of the Superintendent of Schools, the Board approves with Frontline Technologies, LLC and the Carlstadt Public School for translation of IEP/eligibility for the 2021-2022 school year not to exceed \$195.45 for student #22843.

14. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Hillmar to perform evaluation for Bilingual and Psychological evaluations for the 2021-2022 school year not to exceed \$1,100 for a student #22975.
15. Upon the recommendation of the Superintendent of Schools, the Board approves the service agreement with St. Joseph's Healthcare – Dr. Patel to perform a neurological Evaluation for the 2021-2022 school year not to exceed \$450 for student #23153.
16. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Hillmar to perform evaluations for Bilingual and Psychological for the 2021-2022 school year not to exceed \$1,100 for a student #23132.
17. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with South Bergen Jointure Commission for Occupational evaluation for 2021-2022 school year, not to exceed \$300 for student #23191.
18. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with South Bergen Jointure Commission for Physical Therapy evaluation for 2021-2022 school year, not to exceed \$300 for student #23432.
19. Upon the recommendation of the Superintendent of Schools, the Board approves the agreement with Hillmar to perform evaluations for Bilingual, Educational and Psychological for the 2021-2022 school year not to exceed \$1,100 for a student #23132.
20. Upon the recommendation of the Superintendent of Schools, the Board approves a contract with the South Bergen Jointure Commission for the 2021-2022 school year in the amount of \$24,000 pro-rated for student #23406.

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

NEW BUSINESS

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 legal matters 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 6:39 p.m.

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			

Motion to reconvene at 6:55 pm

ROLL CALL VOTE:

Moved: Mr. Ficetola		Second: 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			

ADJOURNMENT:


Motion to adjourn meeting at 7:09 p.m.

MOVED: Mrs. Molnar

SECOND: Mr. Beese

ALL IN FAVOR: Unanimous

Respectfully Submitted,



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