

**CARLSTADT –EAST RUTHERFORD REGIONAL BOARD OF EDUCATION  
EAST RUTHERFORD, NEW JERSEY 07073**

**REGULAR/ACTION SESSION  
NOVEMBER 15, 2017  
MINUTES**

**SPECIAL ANNOUNCEMENT:** These proceedings are being audio recorded.

**CALL TO ORDER:** 7:00 P.M. – Media Center

**ROLL CALL: PRESENT:**

Robert Anderson	Brenda Kaneaster
Tina Cavallo	Fred Meo
Kevin Felten	Dennis Monks
Kathryn Fukushima	Raymond Muszynski
	Lawrence Bongiovanni

Louise Clarke and Renee Engelhardt, Secretary Pro Tem, were also present. Nicholas Annitti and Dennis McKeever, Esq. were not in attendance.

**FLAG SALUTE AND 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 the New Jersey Open Meetings Act the Carlstadt-East Rutherford Regional Board of Education has caused notice of this meeting by posting the date, time and location of said meeting by mailing notification to **The Record**, the Board's official newspaper.

Copies of agendas are available 48 hours prior to said meetings in the Board of Education office and are posted in the main office of the H.P. Becton Regional H.S. and on the Becton Regional High School website – [www.bectonhs.org](http://www.bectonhs.org).

In Honor of Veterans Day, President Bongiovanni requested a moment of silence to honor our veterans who have served this country.

**MOTION TO APPOINT RENEE ENGELHARDT SECRETARY PRO TEM FOR THIS EVENING'S MEETING:**

Moved: Mr. Monks    Second: Ms. Kaneaster    Approved: Unanimous

**REVIEW OF THE MINUTES OF THE FOLLOWING MEETINGS:**

October 18, 2017	Regular
October 18, 2017	Executive

**MOTION TO APPROVE THE FOLLOWING MINUTES:**

Moved: Ms. Kaneaster    Second: Ms. Fukushima    Approved: Unanimous

October 18, 2017	Regular
October 18, 2017	Executive

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				

Mr. Meo	X				
Mr. Monks			X		
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**STUDENT OF THE MONTH PRESENTATION**

President Bongiovanni introduced **Rafael Kuc**, Student of the Month for **October 2017**, read his summary of accomplishments and presented him with the Honor Certificate from the school and the certificate from the State Senate and Assembly Houses bestowed by State Senator Paul Sarlo.

**SPECIAL PRESENTATIONS**

Mrs. Cannarozzi presented awards to **Dhwani Kanani** and **Bhargin Kanani** for representing Becton Regional High School at the Congress of Future Science and Technology Leaders in Boston this past summer.

**REPORT OF THE SECRETARY/BUSINESS ADMINISTRATOR - Nicholas Annitti - No Report**

**REPORT OF THE SUPERINTENDENT – Louise Clarke**

**2017-2018 District Goals:**

1. The Carlstadt-East Rutherford Regional Board of Education will explore the curricular options, including college partnerships, for the creation of multimedia studio.
2. The Carlstadt-East Rutherford Regional Board of Education will create a formal special education and guidance outreach program with the sending school districts in order to retain students within the regional high school district.
3. The district will create a strategic plan which will outline an effective and efficient organization and usage of resources and personnel.
4. The district will organize and implement a career day to help students explore educational and career paths.

**Good News In Progress:**

- Last evening 14 new members were inducted into the national Honor Society. Mrs. Cannarozzi and Ms. Dizon did a beautiful job with the ceremony. Congratulations! Thank you also to Mrs. Gonzo who created the NHS display outside of the PAC.
- The New Jersey Department of Education Office of Supplemental Education Programs has reviewed and approved the Bilingual/ESL/ELS three (3) year plan submitted by our district.
- Mrs. Clarke informed the board that she will be meeting this Friday with the local district Superintendents concerning articulation meetings between the districts and guidance.
- Mrs. Clark commented that last month spoke to the Board concerning the East Rutherford Police Department’s desire to use our facility for an active shooter training. Patrolman Charles Krysiak is present this evening to provide some of the details.

Patrolman Krysiak addressed the Board. It was decided that the Administration and Police Department will work together finalize the dates.



**P1. Approve the following Leave of Absence:**

Motion No.	Name	Reason	Position	Leave Start Date	Est. Sick Days to be used	Unpaid FMLA NJFLA Start/End Date (To run concurrent)	Return Date	Discussion
P1.1	Employee # 4347	Maternity Leave	Math Teacher	02/26/2018	20 days	03/26//2018-06/21/2018	09/01/2018	Dates and use of sick days subject to change based on date of delivery.

**P2. Appointment of Athletic Coach:**

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P2.1	Christina Sammarone & Annette Giancaspro	Approve	Basketball-Girls-1 <sup>st</sup> Assistant Co-Coach	\$2,843.50 each (\$5,687) Total	2017-2018 school year	

**P3. Appointment of Volunteer Athletic Assistant 2017-2018:**

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P3.1	Kaitlyn O'Shea	Approve	Volunteer Softball Coach	N/A	2017-2018 school year	Pending fingerprint approval
P3.2	Samantha Stallone	Approve	Volunteer Softball Coach	N/A	2017-2018 school year	Pending fingerprint approval

**P4. Conferences:**

Motion No.	Conference Title	Staff	Date	Location/ Sponsored By	Cost/Discussion
P4.1	Marijuana: The Road to?	Michele Klamerus	11/16/2017	Bergen Community College	There is no cost to the Board.
P4.2	2017-2018 ProStart Professional Development Summit	Elisabeth Marut	11/8/2017 (concur)	Hudson County Community College Culinary Conference Center Jersey City, NJ	There is no registration fee. One substitute will be needed at the cost of \$122.40.
P4.3	Adult and Pediatric First Aid/CPR/AED	Dario Sforza Ed.D	12/07/2017	American Red Cross	A registration fee of \$113.00 is requested of the Board.
P4.4	Transforming Learning in the Multilingual Content Classroom	Angela Gonzo	12/01/2017	William Paterson University Wayne, NJ	A registration fee of \$135.00 is requested of the Board. One substitute will be needed at the cost of \$122.40.
P4.5	TECHSPO'18	Richard Gbaguidi	1/25-26, 2018	Harrah's Resort Atlantic City	Registration fee (full 2 day), hotel and travel expenses not to exceed \$680.34 each.

**EDUCATION: (Mrs. Kaneaster)**

The Superintendent recommends that the Board approve the following:

Moved: Mrs. Kaneaster                      Second: Mr. Felten                      Approved: As per roll call vote.

**E1. Acceptance of Monthly Anti-Bullying Report:**

The Monthly Harassment, Intimidation & Bullying Report- In accordance with Policy 5512. Report is on file in the Board of Education office.

Henry P. Becton Regional High School	Number of Alleged Incidents	Number of Verified Incidents
September 30, 2017	0	0
October 31, 2017	0	0

**E2. 2017-2018 District Goal Action Plan: Attachment #1**

**Be it resolved,** that the Board approve the attached 2017-2018 District Goal Action Plan. **Attachment**

**E3. Uniform State Memorandum of Agreement (MOA):**

Approve the **2017-2018 Uniform State Memorandum of Agreement (MOA)** between Education and Law Enforcement Officials and authorizes its implementation and further authorizes the Chief School Administrator and Board President to sign the agreement for submission it to the Executive County Superintendent and County Prosecutor. A copy of the agreement is on file in the Office of the Superintendent.

**E4. Field Trips**

Motion No.	Name	Date	Destination	Explanation	Cost
E4.1	Justine Settembrino + 1 chaperone	11/17/2017	Time Out Magazine New York City	To expose students to print media outlets & career opportunities in the field of communications, sales, marketing etc.	Two substitutes will be needed at the cost of \$122.40 each (\$244.80). Transportation is requested of the Board.
E4.2	Bill Carr + 1 chaperone	3/22/2018/3/25/2018	Penn Model Congress Philadelphia, PA	Debate students will participate in a Federal Government simulation.	Two substitutes will be needed each day (2) at the cost of \$122.40 each (\$489.60). Transportation is requested of the Board.
E4.3	Elisa Gatto	11/17/2017	Pascack Hills HS Montvale, NJ	To observe classes, talk to teachers and meet with the English supervisor to identify aspects of the curriculum that may be implemented at Becton.	One substitute will be needed at the cost of \$122.40.
E4.4	Corey Moore	12/7/2017 6:00 – 7:00 pm	Carlstadt Town Hall	Approximately (34) chorus/show choir students will perform at the Carlstadt Tree Lighting.	No transportation is needed.
E4.5	Elisabeth Mackanin	12/13/2017 3:30-6:30 pm	South Hackensack Memorial School	For the Robotics Club students to act as judges/referee for middle	No transportation is needed.

		2/07/2018 3:30-6:30 pm	Carlstadt Public Schools	school robotics competition.	
E4.6	Elisabeth Mackanin	12/16/2017 7:30 am-5:00 p.m.	Police Athletic League Parsippany, NJ	The Robotics Club members will be participating in a Robotics competition.	Transportation is requested of the Board.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**COMMUNITY AFFAIRS/PUBLIC RELATIONS/  
ATHLETICS/CO-CURRICULAR ACTIVITIES: (Mrs. Kaneaster)**

The Superintendent recommends that the Board approve the following:

Moved: Mrs. Kaneaster

Second: Mr. Felten

Approved: Unanimous

**C1. Approve the following Fundraisers:**

<b>Motion No.</b>	<b>Advisor</b>	<b>Date</b>	<b>Sport/Activity</b>	<b>Explanation of Fundraising Event</b>	<b>Discussion</b>
C1.1	Victoria DeSantis & Kimberly Dizon	11/16/2017-12/22/2017	Girls Helping Girls & The National Honor Society	The club will host a "Giving Tree Holiday Season Fundraiser" at Becton. Items such as unwrapped toys, mittens, gloves, socks, etc. will be donated to low income families.	All donations will be given to the Greater Bergen Community Action, Inc and to Bergen Promise. Both organizations help low income families throughout Bergen County.
C1.2	Victoria DeSantis	12/15/2017-1/15/2018	Girls Helping Girls	Girls Helping Girls members will be selling "Come sit with Us" t-shirts to help promote inclusion of others. Shirts will range from \$15-\$18.	All profits will be donated to Malory's Army – an organization created for the tragic suicide of 12 year old Mallory Grossman from Rockaway Twp.
C1.3	Connie Avila	11/16/2017-3/11/2018	Theatre Arts Club	The school play will hold the following fundraisers:	Proceeds will be deposited into the student activity

				<p>*Sale of playbill ads for display in the musicals playbill. *Jean Day 3/9/2018 *Sale of candy Kisses for the Cast. Bags of candy with personalized notes attached for cast and crew members \$2.00 each *Ticket Sales for performances on March 9, 10, 11, 2018 *Sale of refreshments during intermission at each performance.</p>	account and used to offset the cost of the school play.
C1.4	Elisabeth Mackanin	Once a week, every week	Robotics Club	Bake sale in front of auditorium after school.	Proceeds will be deposited into the student activity account and used to purchase T-shirts, supplies for robot, and to create adverting flyers.
C1.5	Bill Carr	11/16/2017-12/15/2017	Debate	The Debate Team will be soliciting donations of gift cards/gift certificates to be raffled off. Raffle tickets will be sold during lunch for \$1-\$5 per ticket. A drawing will take place on December 15th after school.	Proceeds will be deposited into the student activity account to offset the cost of Yale and Penn Model Congress.
C1.6	Jessica O'Driscoll	1/02-22/2018 2/05-28/2018 3/28/2018 3/26/2018-4/11/2018 3/22/2018 3/08/2018	Junior Class	<p>Junior class will collect an assortment of items such as clothing, bedding, toys, books and shoes to donated to the needy through the organization Fashion Republic. Items are weighed and funds are donated to the school.</p> <p>Sale of Gertrude Hawk Chocolate</p> <p>3 on 3 Basketball Tournament.</p> <p>Sale of kitchen utensil items from a Mixed Bag Designs catalog.</p> <p>Junior class will host their Annual Talent Show.</p> <p>Ultimate Frisbee Tournament.</p>	<p>Tournament ticket prices are \$5.00 for participants, \$2.00 for student spectators and \$3.00 for adult spectators.</p> <p>Proceeds for all fundraisers will be deposited into the student activity account to offset the cost of prom bids.</p>
C1.7	Consuelo Ruiz	11/28/2017, 12/08/2017, 12/20/2017, 1/03/2018, 1/16/2018, 1/26/2018	Multicultural Club	The sale of hot chocolate in front of the James Williams Performing Arts Center after school.	Proceeds will be deposited into the student activity account and donated to needy families in our community.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**FINANCE RESOLUTIONS: (Mr. Bongiovanni)**

The Superintendent recommends that the Board approve the following:

**Motion to moved F1 through F5:**

Moved: Mr. Bongiovanni

Second: Ms. Fukushima

Approved: As per roll call vote.

**F1. On-Tech Consulting, Inc.**

Be it resolved, that the Board renew the agreement with **On-Tech of Red Bank, NJ** to complete the **Universal Service Fund** application for the 2018 - 2019 school year. The Board will pay On-Tech 20% of any funding received, either in the form of discounts from vendors or reimbursements from the **USAC**, through the Universal Service Fund program. The district will pay the first \$500 as a commitment fee at the commencement of this agreement. The commitment fee will be deducted from the first invoice after funding is received.

**F2. Approve the following contracts pursuant to N.J.S.A. 18A-18A-5:**

The Carlstadt-East Rutherford Regional Board of Education has awarded the following contracts, without competitive bidding for professional services pursuant to N.J.S.A. 18:18A-5. These contracts and the resolution authorizing the awarding of the contracts are available for public inspection in the office of the Business Administrator/Board Secretary, 120 Paterson Ave., East Rutherford, NJ 07073:

AWARDED TO: Insight Workforce Solutions, LLC  
 SERVICES: **Provider of Substitute Teachers**  
 TIME PERIOD: September 1, 2017 through June 30, 2018  
 COST: \$122.40 PER SUBSTITUTE/PER DIEM

AWARDED TO: Starlight Home Care Agency, Inc.  
 SERVICES: **Provider of Nursing care for Special Needs Student**  
 TIME PERIOD: September 1, 2017 through June 30, 2018  
 COST: RN - \$57.00 PER HOUR  
 LPN - \$47.00 PER HOUR



**F3. Approve Joint Transportation Agreement:**

Be it resolved, that the Board approve the Joint Transportation Agreement with the **Englewood Board of Education** to provide student transportation for the 2017-2018 school year on scheduled school days to and from the Dwight Morrow High School, Englewood, NJ (Choice School) for eight (8) students at a cost not to exceed \$9,000.00.

**F4. Accept grant:**

**Be it resolved**, that the Board accept the grant in the amount of \$1,000.00 from the Bergen County Utility Authority's 2017 Environmental Awareness Challenge Grant program, and

**Be it further resolved**, that the Board congratulate Ms. Annitti and her Environmental Club for their diligence in securing this grant. This grant money will be used to assist the Horticulture Club with plants and supplies for the green house.

**F5. Concur with the actions of the Superintendent in making the following transfers dated September 30, 2017 totaling \$288,788.19. Attachment #2**

**ROLL CALL VOTE: Motion F1 through F5:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**F6.** Pursuant to N.J.A.C. 6A:23A-2.11(c) certifies and accepts that as of September 30, 2017 after review of the appropriate sections of the monthly financial reports of Nicholas Annitti, School Business Administrator/Board Secretary, and the Treasurer of School Monies Report, to the best of our knowledge 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.

Moved: Mr. Bongiovanni                      Second: Mr. Anderson                      Approved: As per roll call vote.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**F7.** Approve the Treasurer of School Monies Report and the Secretary's Report for the month ending September 30, 2017 which are in agreement and on file in the Board of Education Office.

Moved: Mr. Bongiovanni                      Second: Mr. Anderson                      Approved: As per roll call vote.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**F8. Approve the following Bills Lists:**

Moved: Mr. Bongiovanni                      Second: Mr. Anderson                      Approved: As per roll call vote.

- Mr. Anderson questioned the check for CDW-Government in the amount of \$146,421.71.

**F8.1 Manual Bills List for November 1, 2017**

**General current Expense Fund 10      \$10,975.00**

**F8.2 Bills List as of November 15, 2017 totaling \$1,629,580.43.**

**General Current Expense                      \$1,576,480.61**

**Cafeteria Account Fund 60                      \$ 53,099.82**

**Total    \$1,629,580.43**

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

**COMMITTEE REPORTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**MOTION: USE OF FACILITIES:**

Moved: Mr. Monks

Second: Ms. Fukushima

Approved: As per roll call vote.

**Be it resolved,** that the Board approve the use of the facilities by the East Rutherford Police Department for the purpose of conducting active shooter exercises. The exercises will be held when school is not in session. The dates and times will be discussed and decided upon between the department and the administration. There is no cost to the Board of Education.

**ROLL CALL VOTE:**

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

- Mr. Muszynski informed the Board that a check in the amount of \$1,000 will be received from the PSEG Foundation where he is employed. This contribution is part of a volunteer program, Award of Excellence in 2017. He has been recognized for his volunteer services to the Board of Education. Mr. Muszynski complimented the Board on their dedication and hard work to help accomplish his being able to apply for this award for the district.
- President Bongiovanni congratulated Mr. Muszynski and thanked him for his service.

**HEARING OF CITIZENS:**

**To Open: Moved: Mr. Monks**

**Second: Mr. Felten**

**Approved: Unanimous**

In accordance with the Bylaws 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard should raise his/her hand to be recognized, state name and address.

The Board wishes to remind all attendees at its meetings that while it subscribes without reservation to the principle of keeping the community completely informed, by policy it cannot respond to public discussion of personnel matters. If a matter concerning a district staff member is of interest or concern to a resident, it is recommended that the matter should be referred to the Principal, Superintendent, or the Board of Education by letter.

Each statement made by a participant shall be limited to five (5) minutes. The hearing of citizens shall be limited to sixty minutes.

Irena Romanello  
46 River St.  
East Rutherford



**P2. Appointment of Athletic Coach:**

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P2.1	Christina Sammarone & Annette Giancaspro	Approve	Basketball-Girls-1 <sup>st</sup> Assistant Co-Coach	\$2,843.50 each (\$5,687) Total	2017-2018 school year	

**P3. Appointment of Volunteer Athletic Assistant 2017-2018:**

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P3.1	Kaitlyn O'Shea	Approve	Volunteer Softball Coach	N/A	2017-2018 school year	Pending fingerprint approval
P3.2	Samantha Stallone	Approve	Volunteer Softball Coach	N/A	2017-2018 school year	Pending fingerprint approval

**P4. Conferences:**

Motion No.	Conference Title	Staff	Date	Location/ Sponsored By	Cost/Discussion
P4.1	Marijuana: The Road to?	Michele Klamerus	11/16/2017	Bergen Community College	There is no cost to the Board.
P4.2	2017-2018 ProStart Professional Development Summit	Elisabeth Marut	11/8/2017 (concur)	Hudson County Community College Culinary Conference Center Jersey City, NJ	There is no registration fee. One substitute will be needed at the cost of \$122.40.
P4.3	Adult and Pediatric First Aid/CPR/AED	Dario Sforza Ed.D	12/07/2017	American Red Cross	A registration fee of \$113.00 is requested of the Board.
P4.4	Transforming Learning in the Multilingual Content Classroom	Angela Gonzo	12/01/2017	William Paterson University Wayne, NJ	A registration fee of \$135.00 is requested of the Board. One substitute will be needed at the cost of \$122.40.
P4.5	TECHSPO'18	Richard Gbaguidi	1/25-26, 2018	Harrah's Resort Atlantic City	Registration fee (full 2 day), hotel and travel expenses not to exceed \$680.34 each.

**ADJOURNMENT:**

Moved: Mr. Monks

Second: Mr. Felten

Approved: Unanimous Time: 8:22 p.m.

Respectively submitted,

Renee Engelhardt  
Secretary Pro Tem  
Date: November 21, 2017