

NUTLEY BOARD OF EDUCATION

**REGULAR MEETING
December 15, 2003**

The Nutley Board of Education held a Regular Meeting on Monday, December 15, 2003 at the Radcliffe Multi-Purpose Room, 379 Bloomfield Avenue, Nutley, NJ 07110.

President Alamo opened the meeting at 8:25 PM.

**CALL TO
ORDER**

MEETING NOTICE

**MEETING
NOTICE**

President Alamo stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting had been provided as specified in the Act. Proper notice of this Regular Meeting was provided in the annual notice dated April 28, 2003 and legally advertised in the Nutley Sun on May 8, 2003. Said notice was posted at the entrance of the Board of Education offices, mailed to The Nutley Sun, The Star Ledger, The North Jersey Herald & News and The Nutley Journal and mailed to the Nutley Township Clerk.

This is an official meeting.

FLAG SALUTE

**FLAG
SALUTE**

Trustee Del Tufo led the assembly in the flag salute.

ROLL CALL

**ROLL
CALL**

Present:

Dr. Philip T. Casale
Mr. Gerard Del Tufo
Mr. Alan Genitempo
Mr. Sal Olivo
Dr. Gerard M. Parisi
Mr. Alfred R. Restaino, Jr.
Mr. James Viola
Mrs. Maria Alamo

Absent:

Mr. John Cafone

Also Present:

Dr. Kathleen C. Serafino, Superintendent of Schools
Mr. James Mallen, Business Administrator/Board Secretary
Dr. James Vivinetto, Assistant Superintendent

Also Absent:

Miss Meghan Ashley, Student Representative

APPROVAL OF MINUTES

**APPROVE
MINUTES**

BE IT RESOLVED that the Board of Education approves the minutes of the Regular, Conference and Closed Executive Meetings of November 20, 2003.

Trustee Genitempo moved, Trustee Parisi seconded, and the Board unanimously approved by voice vote a motion to approve the minutes.

CORRESPONDENCE

CORRESPONDENCE

A variance notice regarding property at 18 Wilson Street being 200 feet within school property.

A note of appreciation from Mr. and Mrs. Guider for the Board's support of their daughter Danielle Guider.

A thank you note from Richard Spector for the Board's support of The Nutley Children's Book Fair.

SUPERINTENDENT'S REPORT

SUPT'S REPORT A

Dr. Serafino presented the Superintendent's Report dated December 15, 2003, Schedule A, which is appended to the minutes of this meeting, and briefly summarized its contents.

HEARING OF CITIZENS (Resolutions Only)

**HEARING OF
CITIZENS**

None

SUPERINTENDENT'S RESOLUTIONS

**SUPT'S
RESOLUTIONS**

Trustee Casale moved, and Trustee Genitempo seconded a motion, that the Board approves the Superintendent's Resolutions numbers 1 through 18 as listed below.

The Superintendent's Resolutions 1 through 18 were unanimously approved by roll call vote with the following exceptions:

1. Trustee Restaino voted "No" on Resolution 7 - Appointment - Teacher Substitutes.
2. Trustee Olivo abstained on Resolution 14 - Extra Compensation.

**RETIRE
TEACHER**

1. RETIREMENT – Teacher

BE IT RESOLVED that the Board of Education approves the retirement of Miss Beverly J. Apple, library teacher, effective February 1, 2004.

**AMEND
APPOINT
PROF
STAFF**

2. AMENDING APPOINTMENT – Professional Staff

BE IT RESOLVED that the Board of Education approves the amending of the resolution, approved at the October 20, 2003 Board Meeting, to reflect a change in the part-time status and salary of Mrs. Valerie Piacenza to full-time, \$38,721, B.A.+15, Step 6, effective January 5, 2004. Upon conclusion of salary negotiations, the salary will be adjusted in accordance with the 2003-04 Teachers' Salary Guide.

**APPOINT
PROF
STAFF**

3. APPOINTMENT – Professional Staff

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Mary Carment as substitute nurse at the rate of \$100.00 per day, effective December 16, 2003.

**APPOINT
PERM
UNASSIGNED
SUB**

4. APPOINTMENT – Permanent Unassigned Substitute

BE IT RESOLVED that the Board of Education approves the appointment of Miss Susan Bartol as permanent unassigned substitute, effective January 5, 2004, for the 2003-04 school year, at the rate of \$78 per day and fringe benefits which include State Health Benefits and dental plans.

BE IT FURTHER RESOLVED that this candidate met the district's requirements for the permanent unassigned substitute position which is the possession of a County Substitute certificate.

**APPOINT
ATHLETIC**

5. APPOINTMENT – Athletic

BE IT RESOLVED THAT THE Board of Education approves the appointment of Mr. Frank Francia as assistant boys basketball coach for the 2003-04 school year, at the salary of \$4,505 Step 3, in accordance with the 2002-03 Athletic Salary Guide. Upon conclusion of negotiations the salary will be adjusted in accordance with the 2003-04 Coaches Salary Guide.

**APPOINT
VOLUNTEER
COACH**

6. APPOINTMENT – Volunteer Coach

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Carter Carter for the position of Volunteer Boys' Basketball Coach for the 2003-04 school year.

**APPOINT
TEACHER
SUB**

7. APPOINTMENTS – Teacher Substitutes

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B dated December 15, 2003 for the 2003-04 school year.

**APPOINT
SUBS**

8. APPOINTMENTS – Substitutes

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2003-04 school year:

School Aide

Virginia Brown
Kathleen Dovoric
Carol Salvatoriello

Bus Aide

Theresa Massa

Bus Driver

Norma Gaguancela

Custodian

Edward Miller
Maria Souza
Albert Marchione*
Nicholas Moccio*
Daniel Russomano*

*BE IT FURTHER RESOLVED that the Board of Education approves the application for emergent hiring as per the state criminal review procedure.

9. APPOINTMENT – Cultivating Academic Talent Program

BE IT RESOLVED that the Board of Education approves the appointment of Ms. Katianne Gratz to the Saturday Cultivating Academic Talent Program (CAT) for the spring semester 2004.

**APPOINT
CAT
PROGRAM**

10. APPOINTMENT – BOE Extended Day Program

BE IT RESOLVED that the Board of Education approves the appointment of the School Age Extended Day Program employee listed below for the 2003-04 school year at the salary indicated:

<u>Substitute Child Care Instructor (p/t)</u>	<u>Hourly Rate</u>
Laola Nicholas	\$21.00

**APPOINT
BOE
EXTENDED
DAY**

11. APPOINTMENT BUS DRIVER

**APPOINT
BUS
DRIVER**

BE IT RESOLVED that the Board of Education approves the appointment of probationary bus driver Joseph Pugliese as a bus driver for the period from December 1, 2003 to June 30, 2004 at the hourly rate of \$13.15-van and \$14.10-bus, which are in accordance with the 2003-04 Transportation Agreement.

12. APPOINTMENT BUS DRIVER

**APPOINT
BUS
DRIVER**

BE IT RESOLVED that the Board of Education approves the appointment of probationary bus driver Maria Spina as a bus driver for the period from December 1, 2003 to June 30, 2004 at the hourly rate of \$13.15-van and \$14.10-bus, which are in accordance with the 2003-04 Transportation Agreement.

13. APPOINTMENT - Buildings & Grounds Employee

**APPOINT
B&G
EMPLOYEE**

BE IT RESOLVED that the Board of Education approves the appointment of probationary employee Ron Ruggiero as a buildings and grounds employee Group 2, Step 3 effective January 1, 2004 thru June 30, 2004 at the annual salary of \$27,049 (prorated) that is in accordance with the 2003-04 Buildings & Grounds Employees Salary Guide.

14. EXTRA COMPENSATION

**EXTRA
COMP**

BE IT RESOLVED that the Board of Education approves the following personnel be paid extra compensation in the amounts indicated for services rendered:

**BUSINESS EDUCATION CURRICULUM –
Grades 9-12 – November 15, 2003**

Michael Christador	\$ 103.92
Gloria Dorfman	103.92
Michael Kearney	103.92
Nancy Kehayes	151.20
Linda McDonnell	103.92
Ann Mary Mullane	103.92
Arlene Orenstein	103.92
Sharon Romaglia	103.92

**FAMILY LIFE EDUCATION CURRICULUM
November 15, 2003**

Rose Cioffi	\$135.12
Maria Considine	103.92
Jill Freedman	103.92
Patricia Isabella	103.92
Kristen Puzio	103.92

LANGUAGE ARTS LITERACY GUIDED READING
PROGRAM K-3 – November 15, 2003

Patricia Adubato	\$103.92
Kerry Bowes	103.92
Dana Capaccio	103.92
Annemarie Carollo	103.92
Kelli Cerniglia	103.92
Dolores Contreras	103.92
Kathleen Cullity	103.92
Lenore DeLorenzo	103.92
Dana DiGiacomo	103.92
Donna Ellis	103.92
Jennifer Farro	103.92
Emanuela Fierro	103.92
Patricia Fischer	103.92
Antoinette Frannicola	103.92
Jaimee Giglio	103.92
Patricia Griffin	103.92
Cynthia Healy	151.20
Jessica Jernick	103.92
Barbara Kirk	103.92
Vicki Latka	103.92
Joan Lightfoot	103.92
Cynthia Lynch	103.92
Pamela Maggiano	103.92
Jacqueline McAloon	103.92
Tracy McCormick	103.92
Heather Monterosa	103.92
Linda Moscaritola	103.92
Eileen O'Mara	103.92
Sharon Reed	103.92
Gail Reilly	103.92
Lorraine Rubenstein	103.92
Rosa Santoriello	103.92
Deborah Schop	103.92
Lynn Sorrentino	103.92
Kristine Torjussen	103.92
Carol Von Achen	103.92
Stephanie Zaros	103.92

MUSIC CURRICULUM – GRADES 7-12 –
November 15, 2003

Carol Bender	\$103.92
Michael Cundari	103.92
Peter D'Angelo	103.92
Dennis McPartland	103.92
Baron Raymonde	103.92
John Vitkovsky	151.20

**SOCIAL STUDIES CURRICULUM – K-3 –
November 15, 2003**

Rita Alfaro	\$103.92
Amelia Cerisano	103.92
Michele Cristantiello	103.92
Paula Lee	103.92
Lorraine Milunaitis	103.92
Robert O'Dell	151.20
Mary Pontrella	103.92
Sally Ann Marino Ryder	103.92

**WORLD CULTURES COMMITTEE –
November 4, 2003**

Jeffrey Jacobs	\$ 60.62
Robert O'Dell	88.20
Judy Rasczyk	60.62
Christopher Rosati	60.62
Donna Saitta	60.62
Jennifer Weiss	60.62
Denis Williams	60.62

**HEALTH DYNAMICS CLASSES –
Month of November, 2003**

Rose Cioffi	\$250.00
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**PAYMENT FOR CONDUCTING STARLAB
WORKSHOP – October 9, 22, 29 and
November 10 and 12, 2003**

Rebecca Olivo	\$450.40
Judith Story	450.40

**PAYMENT FOR BOE VIDEO TAPING – May 22,
June 23, September 22, October 13, 20,
November 15 and 24, 2003**

Joseph Carlo	\$253.75
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**PAYMENT FOR JOHNS HOPKINS SAT REVIEW
CLASSES-November 1,15,22 and December 13, 2003**

Jolinda Griwert	\$554.24
Leann Martin	554.24

CAT PROGRAM PAYROLL – Fall 2003

Nicole Crowe	\$1,108.48
Helen Doyle-Marino	1,247.04
Tracy Egan	969.92
Mary Giordano	1,247.04
Suzanne Hagert	1,108.48
Barbara Hirsch	2,268.00
Eleni Koukoularis	1,350.96
Angelica Marra	1,247.04
Denise Mazza	1,489.52
Dennis Pandolfi	1,247.04
Louis SanGiovanni	1,420.24
Janice Schoem	1,177.76
Margit Smith	1,247.04
Jill Sorensen	1,108.48
Maria Strumolo	1,247.04
Nancy Thunell	1,333.64
Joanne Tibaldo	1,195.08
Robert Topolski, Jr.	1,489.52
Robert Topolski, Sr.	1,489.52
Veronica Zoltowski	1,108.48

Substitutes

Karen SanGiovanni	554.24
Nicholas Norcia	138.56

**CENTRAL DETENTION COVERAGE –
November , 2003**

High School

Robin DeLorenzo	\$ 75.08
AnneMarie Kowalski	93.85
Leann Martin	93.85
Lisa Vallo	37.54

Franklin School

Joseph Cappello	112.62
Tracy Egan	18.77
Louis Manganiello	56.31
Luann Zullo	112.62

**SATURDAY MORNING SUSPENSIONS –
September, 2003**

High School

AnneMarie Kowalski	\$ 78.45
Lisa Vallo	235.35

Franklin School

Joseph Cappello	78.45
Becky Pandolfi	78.45

**APPROVE
NEW
COURSE**

15. APPROVAL OF NEW COURSES

BE IT RESOLVED that the Board of Education approves the following courses presented at the December 8, 2003 conference session:

AP Statistics

Information Technology Essentials

College Credit

College Accounting Course/Fairleigh Dickinson

16. TEXTBOOK APPROVAL

**TEXTBOOK
APPROVAL**

BE IT RESOLVED that the Board of Education approves the use of the following textbooks:

AP STATISTICS

The Practice of Statistics

Publisher, W.H. Freeman & Company, 2002
New York, New York

17. Memorial:

Mrs. Gladys Moore

MEMORIALS

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mrs. Gladys Moore on November 22, 2003,

WHEREAS, Mrs. Moore was employed in September, 1964 as an elementary art teacher in the Nutley Public Schools and had a distinguished educational career until her retirement in June, 1989, and

WHEREAS, Mrs. Moore won the admiration and respect of her fellow teachers and the friendship of pupils who came under the influence of her understanding and capable teaching.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Township of Nutley extends deepest sympathy to the members of her family, and

BE IT FURTHER RESOLVED, That this resolution be made a part of the minutes of this meeting and a copy sent to the members of her family.

Memorial:

Mrs. Clara Bloom

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mrs. Clara Bloom on November 16, 2003,

WHEREAS, Mrs. Bloom was employed in September, 1964 as an elementary teacher in the Nutley Public Schools and had a distinguished educational career until her retirement in June, 1979, and

WHEREAS, Mrs. Bloom won the admiration and respect of her fellow teachers and the friendship of pupils who came under the influence of her understanding and capable teaching.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Township of Nutley extends deepest sympathy to the members of her family, and

BE IT FURTHER RESOLVED, That this resolution be made a part of the minutes of this meeting and a copy sent to the members of her family.

**MEDICAL
LEAVE**

18. **MEDICAL LEAVE OF ABSENCE - Instructional Aide**

BE IT RESOLVED that the Board of Education approves a medical leave of absence for Mrs. Joanne Witczak as per the Family and Medical Leave Act of 1993, effective January 1, 2004.

**BOARD
SECRETARY'S
RESOLUTIONS**

BOARD SECRETARY'S RESOLUTIONS

Trustee Restaino moved, and Trustee Parisi seconded, a motion that the Board approves the Board Secretary's Resolutions numbers 1 through 9 as listed below. Upon being put to a roll call vote the resolutions were unanimously approved with following exceptions:

1. Trustees Olivo and Restaino voted "No" on Resolution 3 - Bills and Mandatory payments.
2. Trustees Casale and Olivo voted "No" on Resolution 4 - Use of School Buildings and Grounds.

- | | |
|--|---|
| <p>1. <u>SECRETARY & TREASURER'S REPORT</u></p> <p>BE IT RESOLVED that the Board of Education acknowledges and accepts the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period from July 1, 2003 through November 30, 2003.</p> | <p>SECY. & TREAS.
REPORTS</p> <p>A
B</p> |
| <p>2. <u>CERTIFICATION OF MAJOR ACCOUNT FUND STATUS</u></p> <p>BE IT RESOLVED that pursuant to NJAC 6:20-2.13 (e), the Nutley Board of Education certifies that as of November 30, 2003, after review of the Secretary's monthly financial report (Appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of NJAC 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Major accounts are General Fund and Debt Service.)</p> | |
| <p>3. <u>BILLS AND MANDATORY PAYMENTS</u></p> <p>BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated December 15, 2003 in the total amount of \$ 4,754,116.84 (Appendix C).</p> | <p>BILLS &
MANDATORY
PAYMENTS</p> <p>C</p> |
| <p>4. <u>REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS</u></p> <p>BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix D), that conform to the rules and regulations set by the Board of Education.</p> | <p>USE OF
BUILDINGS
AND GROUNDS</p> <p>D</p> |
| <p>5. <u>TRANSFER SCHEDULE</u></p> <p>BE IT RESOLVED that the Board of Education approves, in compliance with N.J.A.C. 9:20-2, the transfers in the 2003-04 budget per Transfer Schedule #4 dated December 15, 2003 in the amount of \$ 9,640 as appended (Appendix E).</p> | <p>TRANSFER
SCHEDULE</p> <p>E</p> |
| <p>6. <u>APPROVAL OF SUBMISSION OF APPLICATION FOR IDEA-B AND IDEA-B PRESCHOOL FOR CARRY-OVER FUNDS - FY 2003</u></p> <p>BE IT RESOLVED that the Board of Education approves submission of an application to carry-over funds from fiscal year 2003 for IDEA-B Basic in the amount of \$7,988 and for IDEA-B Preschool in the amount of \$607.</p> | <p>APPROVE
IDEA-B &IDEA-B
CARRY-OVER
FUNDS</p> |

**7. APPROVAL OF SUBMISSION OF APPLICATION FOR NCLB
CARRY-OVER FUNDS - FY 2003**

**APPROVE
NCLB
CARRY-OVER
FUNDS**

BE IT RESOLVED that the Board of Education approves submission of an application to carry-over funds from the fiscal year 2003 for NCLB in the amount of \$55,864.

**8. APPROVAL OF PARTIAL PAYMENT TO LEVY
CONSTRUCTION COMPANY**

**APPROVE
PARTIAL PAYMENT
LEVY CONST. CO.**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$159,315.00 to Levy Construction Co., Inc. for the Nutley High School Window Replacement Project as per the recommendation of architect Lee Heckendorn.

**9. AUTHORIZATION FOR THE NUTLEY BOARD OF EDUCATION
OF THE TOWNSHIP OF NUTLEY, NEW JERSEY TO INVEST
FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT
PROGRAM**

**AUTHORIZE
TO INVEST
"ARM"**

BE IT RESOLVED by the Nutley Board of Education of the Township of Nutley as follows:

1. The Nutley Board of Education hereby finds and determines that (a) the Business Administrator/Board Secretary has received and reviewed (i) the Information Statement dated September 30, 2000 describing the New Jersey Asset & Rebate Management Program ("ARM") and (ii) the Trust Agreement creating the New Jersey Asset & Rebate Management Program Trust ("ARM Trust") and (b) the Business Administrator/Board Secretary has been afforded the opportunity to discuss ARM with the Investment Provider and Special Counsel to ARM and the Nutley Board of Education has determined that it is in the best interests of the Nutley Board of Education to participate in ARM.

2. The Trust Agreement is hereby approved and the Business Administrator/Board Secretary is authorized to execute the Trust Agreement on behalf of the Nutley Board of Education.

3. Wachovia Bank, as Custodian for the ARM Trust, is hereby approved to act as a depository of Public Funds for the Nutley Board of Education.

4. The Nutley Board of Education acknowledges that its decision to authorize the participation in ARM is based solely on the information set forth in the Information Statement and in the Trust Agreement.

COMMITTEE REPORTS

**COMMITTEE
REPORTS**

Trustee Parisi - Policy Committee

HEARING OF CITIZENS

**HEARING OF
CITIZENS**

None

OLD BUSINESS

OLD BUSINESS

Trustee Genitempo discussed the Board's intention to honor John Walker and suggested it be put on next month's Regular Meeting Agenda.

NEW BUSINESS

NEW BUSINESS

None

ADJOURNMENT

ADJOURN

There being no further business, the meeting was adjourned at 8:32 PM on a motion by Trustee Casale, seconded by Trustee Parisi, and unanimously approved by voice vote.

Respectfully submitted,

JAMES MALLEN
Board Secretary