

**NUTLEY BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 27, 2004**

The Nutley Board of Education held a Regular Meeting on Monday, September 27, 2004 at the Radcliffe School Multi-Purpose Room, 379 Bloomfield Avenue, Nutley, NJ 07110.

Vice President Parisi opened the meeting at 8:20 PM.

**CALL TO
ORDER**

MEETING NOTICE

**MEETING
NOTICE**

Vice President Parisi 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 May 3, 2004 and legally advertised in the Nutley Sun on May 13, 2004. 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 Viola led the assembly in the flag salute.

ROLL CALL

**ROLL
CALL**

Present: Mr. John Cafone
Dr. Philip T. Casale
Mr. Gerard Del Tufo
Mr. Sal Olivo
Dr. Gerard M. Parisi
Mr. Kenneth J. Reilly
Mr. James Viola

Absent: Mrs. Maria Alamo
Mr. Alfred R. Restaino, Jr. (arrived 8:22 PM)

Also Present: Dr. Kathleen C. Serafino, Superintendent of Schools
Dr. James Vivinetto, Assistant Superintendent
Mr. Dennis M. Oblack, Business Administrator/Board Secretary
Miss Shannon Arroyo, Student Representative

APPROVAL OF MINUTES

**APPROVE
MINUTES**

Trustee Cafone moved, Trustee Viola seconded, and the Board unanimously approved by roll call vote the following motion:

BE IT RESOLVED that the Board of Education approves the following minutes:

- September 13, 2004 - Conference/Special Meeting
- September 13, 2004 - Closed Executive Meeting
- August 30, 2004 - Regular Meeting
- August 30 2004 - Conference Meeting
- August 30, 2004 - Closed Executive Session

Trustee Retaino arrived.

CORRESPONDENCE

CORRESPONDENCE

Board Secretary Oblack read, and the trustees acknowledged, the following items of correspondence:

A variance notice regarding property at 7 and 15 Margaret Avenue being within 200 feet within school property.

A variance notice regarding property at 153 Mountainview Avenue being within 200 feet within school property.

A variance notice regarding property at 299 Franklin Avenue being within 200 feet within school property.

BOARD SECRETARY'S REPORT

**BOARD
SECRETARY'S
REPORT**

Board Secretary Oblack discussed the addendum resolution under the Board Secretary's Resolutions titled Approval of Change Order for High School Science Lab Rehabilitation & Improvement.

SUPERINTENDENT'S REPORT

SUPT'S REPORT A

Dr. Serafino presented the Superintendent's Report dated September 27, 2004, Schedule A, which is appended to the minutes of this meeting.

COMMITTEE REPORTS

**COMMITTEE
REPORTS**

Trustee Viola – Community Relations

HEARING OF CITIZENS (Resolutions Only)

**HEARING OF
CITIZENS**

NONE

SUPERINTENDENT'S RESOLUTIONS

SUPT'S RESOLUTIONS

Trustee Reilly moved, and Trustee Cafone seconded, a motion that the Board approve the Superintendent's Resolutions numbers 1 through 21 as listed below.

The Superintendent's Resolutions 1 through 21 were unanimously approved by roll call vote.

RESIGN TEACHER

1. **RESIGNATION – Teacher**

BE IT RESOLVED that the Board of Education accepts the resignation of Mrs. Paula Roselle, Culinary Arts teacher, effective November 26, 2004.

RESCIND APPOINTMENT PERM. UNASSIG.

2. **RESCIND APPOINTMENT – Permanent Unassigned Substitute**

BE IT RESOLVED that the Board of Education approves the rescinding of the resolution approved at the August 30, 2004 Board meeting, appointing Mr. Paul Marcantuono as Permanent Unassigned Substitute for the 2004-05 school year.

RESCIND APPOINT BUS DRIVER

3. **RESCIND APPOINTMENT – Bus Driver**

BE IT RESOLVED that the Board of Education approves the rescinding of the resolution approved at the August 30, 2004 Board meeting, appointing Charles Azzerello as a bus driver for the 2004-05 school year.

LEAVE TEACHER

4. **LEAVE OF ABSENCE – Teacher**

BE IT RESOLVED that the Board of Education approves a childrearing leave of absence for Mrs. Lisa Venezia from November 11, 2004 through January 31, 2005.

LEAVE TEACHER

5. **LEAVE OF ABSENCE – Teacher**

BE IT RESOLVED that the Board of Education approves a childrearing leave of absence for Mrs. Tracy McCormick from October 18, 2004 through December 31, 2004.

LEAVE P.T. AIDE

6. **LEAVE OF ABSENCE – Teacher**

BE IT RESOLVED that the Board of Education approves a family leave of absence, without pay, for Mrs. Janet Fenwick, effective October 1, 2004 through November 30, 2004.

7. APPOINTMENT – Professional Staff

**APPOINT
PROF STAFF**

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Carol L. LoCurcio as School Social Worker for the 2004-05 school year, effective October 1, 2004 at the annual salary of \$47,424, M.A. Step 9 (prorated), in accordance with the 2004-05 Teachers' Salary Guide.

8. APPOINTMENT – Teacher Sub

**APPOINT
PROF STAFF B**

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B for the 2004-05 school year.

9. APPOINTMENTS – Substitutes

**APPOINT
SUBS**

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2004-05 school year:

School Aide
Dianna Juharden

Cafeteria
Lillian Darby
Debra Rilli

Bus Aide
Dolly Ross

Buildings & Grounds

*Chris De Lorenzo

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

10. APPOINTMENT- BOE Extended Day Program

**APPOINT
EXTENDED DAY**

BE IT RESOLVED that the Board of Education approves the appointment of the School Age Extended Day Program employee listed below for the 2004-05 school year at the salary indicated:

<u>Child Care Aide (p/t)</u>	<u>Hourly Rate</u>
Linda Lampo	\$15.00

11. APPOINTMENT – Head Custodian

**APPOINT
HEAD CUSTODIAN**

BE IT RESOLVED that the Board of Education appoints Daniel Russomano as Elementary Head Custodian, at the annual salary of \$31,500, Group 3 – Step 4 1/2 , effective October 1, 2004 in accordance with the 2004-05 salary guide.

**APPOINT
HEAD CUSTODIAN**

12. APPOINTMENT – Head Custodian

BE IT RESOLVED that the Board of Education appoints Edward Miller as Elementary Head Custodian, at the annual salary of \$31,000, Group 3 – Step 4 , effective October 1, 2004 in accordance with the 2004-05 salary guide.

**APPROVE
CUSTODIAL
CONTRACT**

13. APPROVE AGREEMENT WITH EDUCATION ASSOCIATION OF NUTLEY (Custodial Unit) – 2004-2007

BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement and the revised salary guides for the successor contract agreement, with the Education Association of Nutley (Custodial Unit) encompassing the terms and conditions of employment for the buildings & grounds employees for the period July 1, 2004 through June 30, 2007.

**APPROVE
PT SERVICES**

14. APPROVE CONTRACT PHYSICAL THERAPY SERVICES

BE IT RESOLVED that the Board of Education approves a contract with Karen Chasmar for the purpose of providing physical therapy services for the 2004-05 school year at a rate of \$275.00 per day in a total amount not to exceed \$39,600.

**APPROVE
OT SERVICES**

15. APPROVE CONTRACT OCCUPATIONAL THERAPY SERVICES

BE IT RESOLVED that the Board of Education approves a contract with Cindy Palley for the purpose of providing occupational therapy services for the 2004-05 school year at a rate of \$370.25 per day in a total amount not to exceed \$24,066.25.

**REAPPOINT
B&G PERSONNEL D**

16. REAPPOINTMENTS – Buildings & Grounds Personnel

BE IT RESOLVED that the Board of Education approves the reappointment of the buildings & grounds personnel listed on the attached Schedule D for the 2004-05 school year in accordance with the 2004-05 Buildings and Grounds Salary Guide.

**RETRO PAY
PT SERVICES**

17. RETRO-ACTIVE PAY – PHYSICAL THERAPY SERVICES

BE IT RESOLVED that the Board of Education approves a retro-active pay increase for Florence Nardone for physical therapy services from \$57.00 per hour to \$59.00 per hour for all hours worked during the period July 1, 2003 to June 30, 2004.

18. RETRO-ACTIVE PAY – OCCUPATIONAL THERAPY SERVICES

BE IT RESOLVED that the Board of Education approves a retro-active pay increase for Cindy Palley for occupational therapy services from \$68.46 per hour to \$71.20 per hour for all hours worked during the period July 1, 2003 to June 30, 2004.

19. EXTRA COMPENSATION

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

**PAYMENT FOR SUMMER HOURS – July and August –
Preparation for the New Science Rooms**

Kent Bania	\$727.44
Doris Dean	727.44
Katianne Gratz	727.44
Lawrence Jinks	727.44
Megan Hardie	727.44
Paula Kasner	727.44
Michael Naumoff	727.44
Christine Polk	727.44
Joseph Simko	727.44
Peter Smith	727.44
Sandra Stark-Houck	727.44
Joseph Talgliareni	727.44

**PAYMENT FOR GUIDANCE COUNSELLORS – Additional
Evening Meetings During the 2003-04 school year:**

Kathryn Comune	\$207.84
James Mauro	207.84
Susan Scerbo	207.84
MaryFran Simmons-Fallucca	207.84

**PAYMENT FOR SUMMER HOURS – Guidance –
August 31 and September 1 and 2, 2004**

James Cummings	\$900.92
James Mauro	900.92
Susan Scerbo	900.92
MaryFran Simmons-Falluca	886.92
Joyce Wood	791.26

**PAYMENT FOR ZERO PERIOD BASIC SKILLS
CLASSES – September, 2004**

Leann Martin	\$210.00
David Sorensen	210.00

**PAYMENT FOR SUMMER HOURS – Preparing Rooms –
(Transfers)**

Rachel Daly	\$277.12
Kathryn Koribanick	277.12
Debra Parigi	277.12

**PAYMENT FOR SUMMER BAND CAMP –
August 23 – 27, 2004**

Stephanie Binaghi	\$1,678.13
Aurilla Card	1,678.13
John Maiello	1,678.13

**PAYMENT FOR SUMMER HOURS-Secretary-
Athletics – August 16,17,18,24,25,30,31 (full)
August 19 and 23 (1/2 days)**

Suzanne Peters	\$1,729.76
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**PAYMENT FOR SUMMER HOURS – Webmaster –
Nutley Schools Website – Month of August**

Ann Mary Mullane	\$ 883.32
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PAYMENT FOR SUMMER HOURS – BOE Newsletter

Ronald Bonadonna	\$ 415.48
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**PAYMENT FOR SUMMER HOURS – Residency/
Affidavits**

Natale Ferrara	\$3,256.00
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**PAYMENT FOR SUMMER HOURS – Librarians-
(Two days prior to school opening)**

Erin Barrett	\$ 400.00
Maria Gernitis	772.84
Sheryl Ives	1,932.10 (5 Days)
Janine Peters	400.00
Camille Sains	729.26
Christina Stendardi	456.65
Louise Walk	544.62

**20. SPECIAL CLASS PLACEMENT – Educationally
Disabled Students**

**SPECIAL
CLASS
PLACEMENT C**

BE IT RESOLVED that the Board of Education hereby authorizes the Superintendent of Schools to assign classified handicapped children to education programs according to how they can best achieve success in learning in accordance with

the rules and regulations pursuant to Title 18A, Chapter 46, NJ Statutes, and Title 6, Chapter 28, NJ Administrative Code, and

BE IT FURTHER RESOLVED that the Board of Education authorizes the attendance of Nutley students at the special education classes for the 2004-05 school year as per the attached Schedule C.

21. CHANGE IN TRAINING LEVEL

**CHANGE
IN TRAINING
LEVEL**

BE IT RESOLVED that the Board of Education approves the following personnel be advanced to the proper level of the salary guide in accordance with Board of Education Regulations, said teacher having completed the necessary college courses to qualify for such advancement, to be effective September 1, 2004:

<u>To B.A.+30</u>	<u>Step</u>	<u>Salary</u>
David Sorensen	11	\$49,519

BOARD SECRETARY'S RESOLUTIONS

**BOARD
SECRETARY'S
RESOLUTIONS**

Trustee Viola moved, and Trustee Cafone seconded, a motion that the Board approve the Board Secretary's Resolutions numbers 1 through 11 as listed below.

The Board Secretary's Resolutions 1 through 11 were unanimously approved by roll call vote.

1. BILLS AND MANDATORY PAYMENTS

**BILLS &
MANDATORY
PAYMENTS** **A**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated September 27, 2004 in the total amount of \$3,363,669.38 (Appendix A).

2. REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS

**USE OF
BUILDINGS
AND GROUNDS** **B**

BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix B), that conform to the rules and regulations set by the Board of Education.

3. TRANSFER SCHEDULE

**TRANSFER
SCHEDULE** **C**

BE IT RESOLVED that the Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8-1, the transfers in the 2004-05 budget dated August 31, 2004 in the amount of \$51,732 as appended (Appendix C).

**4. JOINT TRANSPORTATION AGREEMENT – Belleville
Board of Education**

**JOINT
TRANS
AGREEMENT**

BE IT RESOLVED that the Board of Education approve the following Joint Transportation Agreement with the Belleville Board of Education to Provide transportation for one special education student from Belleville to Felician School, Lodi, NJ on Nutley Bus route #7 effective September 1, 2004 through June 30, 2005 at a cost per diem of \$45*. (Subject to approval of the County Superintendent of Schools.)

*An additional charge of \$10 per diem will be added for each additional student on an established route.

5. PETTY CASH FUNDS

**PETTY
CASH
FUNDS**

WHEREAS, pursuant to NJAC 6:20-2.8 and Policy #615 (6620), a Board of Education may establish petty cash funds,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education approves the following petty cash funds for schools to be established in the amounts listed:

High School	(Joseph Zarra, Custodian)	\$500
Franklin School	(John Calicchio, Custodian)	400
Lincoln School	(Cynthia Healy, Custodian)	300
Radcliffe School	(Mariana Francioso, Custodian)	300
Spring Garden School	(Rosemary Clerico, Custodian)	300
Washington School	(Douglas Jones, Custodian)	300
Yantacaw School	(MaryLou Dowse, Custodian)	300

BE IT FURTHER RESOLVED that the Board of Education approves the additional district-wide petty cash accounts to be established as follows:

Board of Education	(Dennis M. Oblack, Custodian)	\$500
Director of Extended Day	(Maria Cervasio, Custodian)	500
Pupil Transportation	(Peggy Hollywood, Custodian)	400
Special Services	(Barbara Hirsch, Custodian)	300
Technology Coordinator	(Robert Presuto, Custodian)	300

and

BE IT YET FURTHER RESOLVED that the Board of Education approves the maximum expenditure for petty cash funds to be set at \$40 and that the individual petty cash funds are replenished by submitting a properly completed voucher to the Board of Education as necessary.

6. APPROVAL OF PARTIAL PAYMENT TO NIRAM, INC.

**APPROVE
PARTIAL PAY
NIRAM, INC.**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$627,657.42 to Niram, Inc. for the Nutley High School Science Lab Refurbishment as per the recommendation of the Board's architect and construction manager.

7. ACCEPTANCE OF PRELIMINARY ELIGIBLE COSTS AND ELECTION TO RECEIVE STATE FUNDING AS A GRANT Radcliffe Elementary School Barrier Free Lift

**ACCEPT
GRANT
VERTICLE
LIFT**

WHEREAS the Nutley Board of Education ("Board") has submitted an application for the Radcliffe Elementary School Barrier Free Lift pursuant to Section 5 of the Educational Facilities Construction and Financing Act, P.L. 2000, c.72 ("EFCFA" or "Act") and the New Jersey Department of Education ("Department") implementing regulations at N.J.A.C. 6A:26-1 et seq.

WHEREAS the district has received from the Department a letter approving said application and determining preliminary eligible costs ("PEC") for the project.

NOW, THEREFORE, BE IT RESOLVED, That the Board acknowledges the Department's determination that the project does not include any spaces inconsistent with the facilities efficiency standards or the applicable programmatic model in the district's approved Long Range Facilities Plan.

BE IT FURTHER RESOLVED, That the district elects to construct the project itself.

BE IT FURTHER RESOLVED, That the district elects to receive its State funding support in the form of a grant under Section 15 of the Act.

BE IT FURTHER RESOLVED, That the Board hereby accepts the PEC determined by the Department as final eligible costs and will not appeal this determination.

BE IT FURTHER RESOLVED, That the Superintendent is authorized to notify the Department of these elections.

**8. APPROVAL OF AFFILIATION AGREEMENT WITH
CLARA MAASS MEDICAL CENTER FOR COOPERATIVE
EDUCATION PROGRAM**

**APPROVE
AGREEMENT
CLARA MAASS**

WHEREAS the Nutley Board of Education desires to continue the Cooperative Education Program between Nutley High School and Clara Maass Medical Center, an affiliate of the Saint Barnabas Health Care System;

NOW THEREFORE BE IT RESOLVED that the Board President and Secretary shall be and hereby are authorized to execute the Affiliate Agreement between Clara Maass Medical Center and Nutley High School for the Cooperative Education Program.

**9. APPROVAL OF SUBMISSION OF GRANT APPLICATION –
No Child Left Behind Act (NCLB) – FY 2005**

**APPROVE
GRANT SUB.
NCLB**

BE IT RESOLVED that the Board of Education approves the submission of the application for a FY 2005 Grant under the No Child Left Behind Act (NCLB) in the following amounts:

Title I Part A	\$201,529	(Public-	\$193,693	Nonpublic -	\$7,836)
Title II Part A	65,644	(Public-	62,309	Nonpublic -	3,335)
Title II Part D	5,149	(Public-	4,527	Nonpublic -	622)
Title III	16,065	(Public-	15,649	Nonpublic -	416)
Title IV	13,963	(Public-	12,279	Nonpublic -	1,684)
Title V	<u>51,294</u>	(Public-	49,438	Nonpublic -	1,856)

\$353,644

**10. APPROVAL OF SUBMISSION OF APPLICATION – I.D.E.A.
PART B-Basic and I.D.E.A. B-Preschool – FY 2005**

**APPROVE
I.D.E.A.
APPLICATION**

BE IT RESOLVED that the Board of Education approves the submission of application for I.D.E.A. for FY 2005 as follows:

I.D.E.A. B-Basic	\$723,478
I.D.E.A. B-Preschool	29,830

**11. APPROVAL OF RENEWAL OF MEMBERSHIP IN THE
SUBURBAN ESSEX MUNICIPAL JOINT INSURANCE
FUND**

**APPROVE
INSURANCE
FUND D**

WHEREAS, the Nutley Board of Education is a member of the Suburban Essex Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2004 unless earlier renewed by agreement between the Board and the Fund; and

WHEREAS, the Board desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Nutley Board of Education agrees to renew its membership in the Suburban Essex Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Board President and Secretary shall be and hereby are authorized to execute the agreement to renew membership annexed hereto as Appendix D and made a part hereof and to deliver same to the Suburban Essex Municipal Joint Insurance Fund evidencing the Board's intention to renew its membership.

12. APPROVAL OF CHANGE ORDER FOR HIGH SCHOOL SCIENCE LAB REHABILITATION & IMPROVEMENTS

**APPROVE
CHANGE
ORDER E**

Trustee Cafone moved, and Trustee Del Tufo seconded, the following resolution. Upon being put to a roll call vote the resolution was unanimously approved.

BE IT RESOLVED that the Board of Education approves the recommendations from DCM Architecture, Inc., our Architect, and Tri-Tech Engineering, our Construction Manager, for Change Order #16 through Change Order #20 (Appendix E) for our high school science lab rehabilitation and improvements project. The contract with Niram, Inc. will reflect an increase or (decrease) in the amounts as follows:

	<u>Date</u>	<u>Amount</u>
Change Order #16	9/7/04	\$ (3,150.00)
Change Order #17	9/7/04	\$ 548.15
Change Order #18	9/7/04	\$ 1,607.45
Change Order #19	9/7/04	\$ 2,711.28
Change Order #20	9/7/04	\$ 460.36

HEARING OF CITIZENS

**HEARING OF
CITIZENS**

None

OLD BUSINESS

OLD BUSINESS

Board Secretary Oblack summarized the status of the trailer for Yantacaw School.

NEW BUSINESS

NEW BUSINESS

None

Nutley High School Principal Joseph Zarra gave an update on the tuberculosis situation in the high school.

ADJOURNMENT

ADJOURN

There being no further business, the meeting was adjourned at 8:43 PM on a motion by Trustee Casale, seconded by Trustee Viola, and unanimously approved by voice vote.

Respectfully submitted,

Dennis M. Oblack
Board Secretary