

**NUTLEY BOARD OF EDUCATION  
OPEN PUBLIC MEETING  
JUNE 11, 2012**

The Nutley Board of Education held a Public Meeting on Monday, June 11, 2012, in the JHWMS Choir Room located at 325 Franklin Avenue, Nutley, NJ.

President Kuchta opened the meeting at 6:32 PM.

**FLAG SALUTE**

President Kuchta led the assembly in the flag salute and a moment of silence.

**ROLL CALL**

Present: Mrs. Danchak-Martin  
Ms. Victoria Flynn  
Mr. Charles W. Kucinski  
Dr. Robert Reid  
Mrs. Deborah J. Russo  
Mr. Fredrick Scalera  
Mr. Thomas J. Sposato  
Mr. James A. Kuchta

Also Present: Mr. Russell M. Lazovick, Superintendent of Schools  
Ms. Gina Villani, Director of Curriculum & Instruction  
Mrs. Karen A. Yeamans, Business Administrator/Board Secretary

**PRESENTATION**

Mrs. Napolitano spoke about the accomplishments of the Academically Speaking Students at the elementary level and presented them with awards. Mrs. Griwert and Mrs. Stendardi spoke about the accomplishments of the Academically Speaking Students at the middle school level and presented them with awards.

**MOTION TO ADJOURN TO EXECUTIVE SESSION**

At 6:40 PM President Kuchta moved and Trustee Sposato seconded the following resolution:

WHEREAS, the Board of Education will be discussing matters exempt from public discussion pursuant to N.J.S.A. 10:4-12,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education recess to closed executive session at this time to discuss the contract for legal services.

BE IT FURTHER RESOLVED, that the results of the discussions will be made public by inclusion on the agenda of a subsequent meeting of the Board of Education or when the reasons for discussing such matters in closed session no longer exist.

## **RECONVENE MEETING**

At 8:00 PM Trustee Sposato moved, Trustee Russo seconded, and the Board unanimously approved by voice vote a motion to reconvene the public meeting.

## **SUPERINTENDENT'S REPORT**

Mr. Lazovick spoke about the process of transferring staff, State Report Cards, Aspiring Administrators Academy, Strategic Planning, last days of school, updated website, Jr. Olympics, Spring Garden Beautification Project, UNICO's generous scholarships to our students, Realtime, Garden State Coalition of Schools and the incoming administrators.

## **BOARD SECRETARY'S REPORT**

Mrs. Yeamans spoke about the closing of the 2011-2012 school year in the Business Office and coordinating building usage for various summer programs. She also spoke about preparing the buildings, ordering books, equipment and supplies for the opening of the 2012-2013 school year.

## **PRESENTATION**

Mr. Lazovick gave an in-depth power point presentation on Common Language.

## **COMMITTEE REPORTS**

Administration – Trustee Kucinski stated that the committee spoke about school uniforms and preparations for a survey, Radcliffe Chimney, job descriptions, policies, athletics, personal days and solar.

Academic – Trustee Reid stated that the committee addressed the field trip policy, tuition students, summer school program for grades 1-8, Title 1 funding, training opportunities, state report card and state test scores.

Finance – President Kuchta stated that the committee would be meeting tomorrow night.

## **HEARING OF CITIZENS (Resolutions Only)**

None

## **ACADEMIC - Resolutions 1-4**

Trustee Reid moved and Trustee Kucinski seconded a motion that the Board approves Academic Resolutions 1-4 as follows:

Upon a roll call vote Academic Resolutions 1-4 were unanimously approved.

**1. APPROVAL OF FIELD TRIPS**

BE IT RESOLVED that the Board of Education approves the field trip list and all expenses as follows:

School	Teacher/Program	Date	Location
Elementary Schools	Grades 4-6	5/24/2012, Rain date 5/25/12 or 5/30/12	Oval and Boys Park
Nutley High School	Karen Vander Have	6/4/2012	Elementary Schools
Lincoln School	Danielle Ferraro	6/15/2012	Brunswick Bowl, Belleville, NJ
Nutley High School	Dorothy Huey - PTO	6/22/2012	Power House Studios, Paramus
Lincoln School - ESY	Steve Parigi	6/29, 7/13, 7/19/2012	Olympic Bowling, Belleville

**2. APPROVAL OF Professional Development Days/Travel Reimbursement**

BE IT RESOLVED that the Board of Education approves the travel list and all expenses as follows:

EMPLOYEE/BOARD MEMBER	PROGRAM NAME	DATE	LOCATION	COST
Rose Cioffi	LGBTQI Health Across the Lifespan	6/8/2012	Newark, NJ	\$35.00 + Travel
James Kelly	NJECC Final Cut Pro Workshop	6/26/2012	Montclair State University	No Cost
Michael Naumoff	College Board Summer Institute for Physics	6/25-6/29/2012	Montgomery County College, Blue Bell, PA	Registration \$850.00 Housing & Travel \$280.00
Lisa Vallo	CPR Instructor Trainer Training	6/28-6/29/12	Summit, NJ	\$500 + Travel
Jesenia LaSalle Gina Villani Karen Yeamans	IDEA 2013 Training on the New Sage Grant System	6/27/2012	Newark, NJ	Travel
Deane Stepansky	Latin: Teaching Caesar	7/9 - 7/13/2012	Taft Educational Center Watertown, CT	Registration \$900.00 Housing & Travel \$270.00
Monica Rhein	French: Teaching of Advanced Placement Program	7/15-7/20/2012	LaSalle University Philadelphia, PA	Registration \$1,575.00 Housing & Travel \$612.00
Kathleen Prinzo	Environmental Science: AP Summer Institutes	8/6 – 8/9/2012	Middlesex County College Edison, NJ	Registration \$850.00 Housing & Travel \$100.00

Lisa Vallo	Driver's Education Instructor Trainer Certification	8/13-8/16/12	Jersey City University, Jersey City, NJ	\$996 + Travel
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**3. APPROVAL OF SUMMER SCHOOL PROGRAM**

BE IT RESOLVED that the Board of Education approves the submission of the Summer Strategies Program at the John H. Walker Middle School and Lincoln School for July 2012 to the Executive County Superintendent.

**4. APPROVAL OF SUBMISSION OF APPLICATION FOR THE PSEG GRANT**

BE IT RESOLVED that the Board of Education approves submission of the application for the PSEG Grant for the 2012-2013 school year in the amount of \$3,000.

**ADMINISTRATION - Resolutions 1-2**

Trustee Kucinski moved and Trustee Scalera seconded a motion that the Board approves Administration Resolutions 1-2 as follows:

Upon a roll call vote Administration Resolutions 1-2 were unanimously approved.

**1. APPROVAL OF ADOPTION OF POLICIES (Second Reading)**

BE IT RESOLVED that the Board of Education adopts the following bylaws, policies and regulations (second reading) on file in the Business Office:

- 2510 Adoption of Textbooks R2
- 3240 Professional Development R2
- 5120 Assignment of Pupils R2

**2. APPROVAL OF ADOPTION OF POLICIES (First Reading)**

BE IT RESOLVED that the Board of Education adopts the following bylaws, policies and regulations (first reading) on file in the Business Office:

- 0142.1 Bylaw-Nepotism R1
- 0146 Bylaw-Board Member Authority R1
- 0171 Bylaw-Duties of Board President and Vice President R1
- 0173 Bylaw-Duties of Public School Accountant R1
- 0174 Bylaw-Legal Services R1
- 0177 Bylaw-Professional Services R1
- 1570 Internal Controls R1
- 1620 Administrative Employment Contracts R1
- 2340 Field Trips R1
- 2340R Field Trips R1
- 2430 Co-Curricular Activities R1
- 2430R Co-Curricular Activities R1
- 2610 Educational Program Evaluation R1

2622 Pupil Assessment R1  
3351 P-Healthy Workplace Environment R1  
5460 High School Graduation R1  
5460.1R High School Transcripts R1

**FINANCE - Resolutions 1-10**

Trustee Sposato moved and Trustee Kucinski seconded a motion that the Board approves Finance Resolutions 1-10 as follows:

Trustee Scalera questioned the COBRA agreement. A discussion ensued among the Board regarding professional services.

Upon a roll call vote Finance Resolutions 1-10 were approved with the following exceptions:

- 1) Trustee Reid voted "No" on Resolution 3.
- 2) Trustee Scalera abstained on Resolutions 3, 6 and 7.

**1. BILLS AND MANDATORY PAYMENTS**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated June 11, 2012 in the total amount of \$2,302,482.46 (Appendix C) and \$773.71 (Appendix C-1).

**2. REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS**

BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds, that conform to the rules and regulations set by the Board of Education as follows:

REQUESTS	PURPOSE OF USE	FACILITIES	DATE	TIME	FEES	NO. OF EVENTS
Dance Techniques	Dance Rehearsal & Recital	High School Auditorium	6/1/12 & 6/2/12	4:00 pm-7:00 pm 2:30 pm-9:00 pm	Facilities: \$900.00 Custodian: \$472.50	2
Michael Kearney	Kean University Computer Applications	High School Room 215	6/6/12, 6/11/12, 6/13/12, 6/18/20, 6/20/12	4:00 pm – 7:00 pm	Facilities: None Custodian: None	5
Chris Osieja High School	Let's Learn Program	High School Classrooms	6/27/12 - 7/20/12	8:30 am – 12:00 pm	Facilities: None Custodian: None	22
Loren McCreesh Township of Nutley Office of the Mayor	Fourth of July Kids Games	Oval & Field House Bathrooms	7/4/12	7:00 am-12:00 pm	Facilities: None Custodian: None	1

Loren McCreesh Township of Nutley Office of the Mayor	Fourth of July Celebration	Oval & JWMS Bathrooms	7/4/12	4:30 pm- 10:30 pm	Facilities: None Custodian: None	1
Capt. Tom Strumolo Nutley Dept. of Public Safety	Active Shooter Training	JWMS Gym	7/23/12 - 7/27/12	6:00 pm – 10:00 pm	Facilities: None Custodian: None	5
<b>Total Use of Property Represented By The Above</b>						36

**3. STUDENT ACCIDENT AND ATHLETIC INSURANCE – School Year 2012-2013**

BE IT RESOLVED that the Board of Education approves Bollinger Co., Short Hills, NJ as the agent for offering voluntary student accident insurance for the 2012-2013 school year, and

BE IT FURTHER RESOLVED that athletic insurance for the 2012-2013 school year be secured from Bollinger Co. on a full excess plan at an annual cost of \$24,405.00 (2% increase).

**4. CAPITAL/FIXED ASSET INVENTORY UPDATE**

BE IT RESOLVED that the Board of Education approves Acclaim Inventory, LLC to conduct a complete updated physical audit of database, tagging and a complete set of reports including depreciation schedules and items added and disposed of since the previous inventory for a fee of \$3,800.

**5. ACCEPTANCE OF DONATIONS**

BE IT RESOLVED that the Board of Education accepts the following donations:

AMOUNT	FROM
\$2,000	Donation from the American Water Works Association to the Nutley High School Media Department to be used to purchase AV equipment.

**6. APPROVAL OF COBRA AGREEMENT WITH BENEFIT ANALYSIS, INC.**

BE IT RESOLVED that the Nutley Board of Education approves an agreement with Benefit Analysis, Inc. (BAI) to provide Cobra administration for the Nutley Board of Education effective July 1, 2012 through June 30, 2013.

**7. Professional Appointment – Accounting Firm**

BE IT RESOLVED that the Board of Education hereby approves the accounting firm of Lerch, Vinci & Higgins, LLP for the 2012/2013 school year commencing July 1, 2012 to and including June 30, 2013 at the rate of \$31,200.

**8. AMEND SPECIAL CLASS PLACEMENT – Educationally Disabled Student**

BE IT RESOLVED that the Board of Education amends the resolution Special Class Placement – Educationally Disabled Students, approved at the July 25, 2011 Board Meeting to reflect a change in the ending date for the following student:

<b>SCHOOL</b>	<b>NO. OF STUDENTS</b>	<b>CLASSIFICATION</b>	<b>ENDING DATE</b>
Chancellor Academy	1	SLD	5/31/12

**9. APPROVAL OF FINAL PAYMENT TO SUNNYFIELD CORP.**

BE IT RESOLVED that the Board of Education approves final payment, Application 14, in the amount of \$31,496.60 to Sunnyfield Corp. for the Spring Garden School Project as per the recommendation of the Board's Architect and Construction Manager.

**10. APPROVAL OF PARTIAL PAYMENT TO ESR MECHANICAL CONTRACTORS, INC.**

BE IT RESOLVED that the Board of Education approves partial payment to ESR Mechanical for HVAC Upgrades at the High School as per the recommendation of the Board's Architect and Construction Manager as follows:

Application 23- High School	\$ 30,038.57	(Acct #30-999-405-450-01-000)
Change Order 5	<u>11,200.00</u>	(Acct #30-999-405-450-01-330)
Approved 2/27/12		
Total	\$41,238.57	

***PERSONNEL – Resolutions 1-4***

Trustee Kucinski moved and Trustee Scalera seconded a motion that the Board approves Personnel Resolution 1-4 as follows:

Upon a roll call vote Personnel Resolutions 1-4 were unanimously approved.

**1. PERSONNEL AGENDA REPORT**

BE IT RESOLVED that the Board of Education approves the Personnel Agenda Report dated June 11, 2012.

**2. PERSONNEL AGENDA REPORT – 2012-2013 SCHOOL YEAR REAPPOINTMENTS**

BE IT RESOLVED that the Board of Education approves the Personnel Agenda Report - Reappointments dated June 11, 2012.

**3. APPROVAL OF SUBSTITUTE RATES 2012-2013 SCHOOL YEAR**

BE IT RESOLVED that the Board of Education approves the substitute rates for the 2012-2013 school year as per attached Schedule A.

**4. APPROVAL OF ATHLETIC GAME WORKER RATES 2012-2013 SCHOOL YEAR**

BE IT RESOLVED that the Board of Education approves the athletic game worker rates for the 2012-2013 school year as per attached Schedule B.

**HEARING OF CITIZENS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

A board discussion ensued regarding the insurance broker.

**MOTION TO ADJOURN TO EXECUTIVE SESSION**

At 9:12 PM President Kuchta moved and Trustee Sposato seconded the following resolution:

WHEREAS, the Board of Education will be discussing matters exempt from public discussion pursuant to N.J.S.A. 10:4-12,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education recess to closed executive session at this time to discuss student matters and negotiations.

BE IT FURTHER RESOLVED, that the results of the discussions will be made public by inclusion on the agenda of a subsequent meeting of the Board of Education or when the reasons for discussing such matters in closed session no longer exist.

**RECONVENE MEETING**

At 10:40 PM Trustee Sposato moved, Trustee Kucinski seconded, and the Board unanimously approved by voice to reconvene the meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:41 PM on a motion by President Kuchta seconded by Trustee Kucinski and unanimously approved by voice vote.

Respectfully submitted,

Karen A. Yeamans  
Board Secretary