

**NUTLEY BOARD OF EDUCATION
OPEN PUBLIC MEETING
JUNE 24, 2013**

The Nutley Board of Education held a Public Meeting on Monday, June 24, 2013, in the JHWMS Choir Room located at 325 Franklin Avenue, Nutley, NJ.

President Kucinski opened the meeting at 6:30 PM.

FLAG SALUTE

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

MEETING NOTICE

President Kucinski 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 Open Public Meeting was provided in the notice of January 7, 2013. Said notice was posted at the entrance of the Board of Education offices, mailed to The Star Ledger, The North Jersey Herald News, The Nutley Journal, The Nutley Sun, Township Clerk advertised in The Nutley Sun on January 17, 2013 and posted on the district website.

This is an official meeting.

ROLL CALL

Present: Mrs. Lisa Danchak-Martin
Ms. Victoria Flynn
Mr. Ryan Kline
Mrs. Deborah J. Russo
Mr. Fredrick Scalera
Mr. Thomas J. Sposato
Mr. Charles W. Kucinski

Absent: Mr. James A. Kuchta
Dr. Robert Reid

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

APPROVAL OF MINUTES

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

Open Public Meeting – May 20, 2013
Closed Executive Session – May 20, 2013

Trustee Sposato moved, Trustee Flynn seconded, and the Board minutes were unanimously approved.

CORRESPONDENCE - None

PRESENTATIONS

Ms. Villani gave a report on the Language Arts – Model Classroom Training and introduced Ms. DeBonis and several teachers who shared their experiences while going through the training.

Mr. Bania gave a power-point presentation on the science pilot program.

Dr. Schiftenhaus gave a presentation on the Integrated Preschool Program that will start in September.

SUPERINTENDENT'S REPORT

Mr. Lazovick introduced Mary Beaufort from the Nutley Music Boosters who presented the Board with a 5 piece timpani set to be used by the Nutley Music Department.

Mr. Lazovick spoke about professional and academic development, important dates and activities going on around the district, board retreat and the updated school calendar. He thanked Mr. Cundari for his years of service to the Nutley School District and wished him well.

BOARD SECRETARY'S REPORT

Mrs. Yeamans reviewed the finance agenda items.

COMMITTEE REPORTS

Long Range Facility Plan – Trustee Danchak-Martin stated they met with the architect to discuss the different options for the district.

Election Realignment – Trustee Scalera spoke about several options for election polling places.

Finance Committee – Trustee Flynn said the Strategic Planning Communication and Community Committees provided the Finance Committee with an update on their goals. The Finance Committee reviewed the finance agenda, the audit of financial projections for 2012-2013 and the 2007 Referendum funds, capital projects, fiber network, five-year financial projection, state aid calculations, 2014 staffing update, integrated preschool and utilities update.

HEARING OF CITIZENS (Resolutions Only)

None

RESOLUTIONS:

ACADEMICS - Resolutions 1-10

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

Upon a roll call vote Academic Resolutions 1-10 were unanimously approved with the following exception:

1. Trustee Russo voted “No” on Resolution 10 – Approval of Revised Calendar – 2013-2014 school year.

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
Nutley High School	Extended Day Summer	7/1/13, 7/15/13, 7/22/13, 8/2/13, 8/9/13	AMC Theatre, Clifton, NJ
Nutley High School	Extended Day Summer	7/2/13, 7/9/13, 7/16/13, 7/23/13, 7/30/13, 8/6/13	Brunswick Zone, Belleville, NJ
Nutley High School	Extended Day Summer	7/3, 7/10, 7/17, 7/24, 7/31, 8/7	A. C. Moore, Clifton, NJ
Nutley High School	Extended Day Summer	7/8/13	Funtime Time Junction, Fairfield, NJ
Nutley High School	Extended Day Summer	7/11/13	Morris Museum, Morristown, NJ
Nutley High School	Extended Day Summer	7/18/13	Funplex, East Hanover, NJ
Nutley High School	Extended Day Summer	7/25/13	Chuck-E-Cheese, Wayne, NJ
Lincoln School	Extended School Year	7/25/13	Nutley High School, Nutley, NJ
Nutley High School	Extended Day Summer	8/1/13	Monster Golf, Fairfield, NJ
Nutley High School	Extended Day Summer	8/5/13	Jenkinson’s Aquarium, Point Pleasant, NJ

2. APPROVAL OF Professional Development Days/Travel Reimbursement

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

EMPLOYEE/BOARD MEMBER	PROGRAM NAME	DATE	LOCATION	COST
Kerry Ferrara-Paul	“Performance Matters-Users Group Meeting”	6/20/13	New Brunswick, NJ	\$0 + travel
Michele Calicchio Kathryn Koribanick Flavia Groeling	Tier 2 Language Arts Training Group	7/1/13, 7/2/13	WMS, Nutley, NJ	\$0 + travel

Kristine Torjussen Maria Strumolo Holly Jasnowitz Laura Pontrella Stephanie Lennon Tracy McCormick Theresa Strus Allyson Ciancimino Jamie DePinto Pamela Batchelder- Mitchell Marie Pied Alyssa Zuzzio Jolinda Griwert Jenifer Wilson Lesslie Licameli Dana DiGiacomo Carol VonAchen Margaret Scarpelli Christina Alamo Joanne Tibaldo Debbie Vessichelli				
Aubrey Stoyanov	Orff Schulwerk Teacher Ed Program Level II	7/8/13-7/19/13	Hofstra University, Long Island, NY	\$100.00 + travel
Lauren Okaly Lynn Mosior	Transitioning to Common Core	7/15/13	Saddle Brook, Marriott, Saddle Brook, NJ	\$39.00/each + travel
TBD	Confratute	7/14/13-7/19/13	Unversity of Connecticut, Connecticut	\$1,400.00 (including lodging and meals) + travel
Joseph Materia	Sheltered Instruction Observation Protocol: The SIOP Model	7/16/13, 7/17/13	Middlesex County College, New Brunswick, NJ	\$250.00 + travel
Denia Garcia	AP Summer Institute in Spanish Language and Culture	8/12/13-8/15/13	Rutgers University, New Brunswick, NJ	\$1,025.00 + travel

3. CURRICULUM APPROVAL

BE IT RESOLVED that the curriculum as described in the district selected course guides, courses of study, curriculum guides and program materials listed on the attached Schedule A, be adopted for use in Grades K-12 of the Public Schools of Nutley for the 2013-2014 school year.

4. APPROVAL OF PROGRAM OF STUDIES – HIGH SCHOOL

BE IT RESOLVED that the Board of Education approves the Program of Studies – High School for the 2013-2014 school year.

5. APPROVAL OF PROGRAM OF STUDIES – MIDDLE SCHOOL

BE IT RESOLVED that the Board of Education approves the Program of Studies – Middle School for the 2013-2014 school year.

6. APPROVAL OF DISTRICT BILINGUAL WAIVER REQUEST

BE IT RESOLVED that the Board of Education approves the District Bilingual Waiver Request for the school year 2013-2014.

7. LANGUAGE ARTS MATERIALS, K-8, APPROVAL

BE IT RESOLVED that the Board of Education approves the purchase and use of the following language arts materials, K-8 in the amount of \$151,319.55:

Scholastic Classroom Libraries (200 titles per room)	\$111,500.00
Scholastic Text Types Guided Reading Libraries (1 per building)	\$ 39,883.55

Scholastic, Inc.
Jefferson City, MO

8. MATHEMATICS SERIES, 9-12, APPROVAL

BE IT RESOLVED that the Board of Education approves the purchase and use of the following mathematics series, 9-12 in the amount of \$51,028.74:

Burger AGA 2012 Common Core
and
Larson Algebra 2 Common Core 2012

Publisher, Houghton Mifflin Harcourt
New York, New York

9. SCIENCE KITS, K-5, APPROVAL

BE IT RESOLVED that the Board of Education approves the purchase and use of the following science kits, K-5 in the amount of \$98,002.94:

Carolina Biological Supply, Co.

Burlington, North Carolina

The total cost of the materials is \$128,002.94. This amount will be off-set by the \$30,000 donation from Hoffman-LaRoche making the total amount to be paid by the district \$98,002.94.

10. APPROVAL OF REVISED CALENDAR – 2013-2014 School Year

BE IT RESOLVED that the Board of Education approves the adoption of the revised School Calendar for the 2013-2014 school year.

ADMINISTRATION - Resolutions 1-4

Trustee Sposato moved and Trustee Flynn seconded a motion that the Board approves Administration Resolutions 1-4 as follows:

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

1. ANNUAL APPROVAL OF POLICIES

BE IT RESOLVED that the Board of Education approves the adoption for the 2013-2014 School Year all Bylaws and Policies, Rules and Regulations currently in force.

2. ANNUAL APPROVAL OF JOB DESCRIPTIONS

BE IT RESOLVED that it is recommended that approval be given to adopt all Board-approved job descriptions now existing, subject to review, revision, or addition during the 2013-2014 school year.

3. HARASSMENT, INTIMIDATION & BULLYING

BE IT RESOLVED that the Board of Education affirms the Superintendent of School's recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Bill of Rights for the following reports:

- 2013-05-24 HIB Report to the Board
- 2013-05-31 HIB Report to the Board
- 2013-06-07 HIB Report to the Board
- 2013-06-14 HIB Report to the Board
- 2013-06-21 HIB Report to the Board

4. APPROVAL OF SIDEBAR AGREEMENT NO. 4 BETWEEN THE NUTLEY BOARD OF EDUCATION AND THE NUTLEY ADMINISTRATORS' ASSOCIATION

BE IT RESOLVED that the Nutley Board of Education approves Sidebar Agreement No. 4 with the Nutley Administrators' Association.

FINANCE - Resolutions 1-38

Trustee Flynn moved and Trustee Sposato seconded a motion that the Board approves Finance Resolutions 1-38 as follows:

Upon a roll call vote Finance Resolutions 1-38 were approved with the following exceptions:

- 1) Trustee Danchak-Martin voted “No” on Resolution 25 – Approval of Health & Prescription Contract and Resolution 26 – Approval of Dental Contract.
- 2) Trustee Flynn voted “No” on Resolution 22 – Approval of Change Orders Between Board Meetings.
- 3) Trustee Scalera abstained on Resolution 25 – Approval of Health & Prescription Contract.

1. SECRETARY & TREASURER'S REPORT

BE IT RESOLVED that the Board of Education approves the acknowledgement and acceptance of the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period ending May 31, 2013.

2. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS

BE IT RESOLVED that pursuant to NJAC 6A:23-2.11(c) 4, the Nutley Board of Education certifies that as of May 31, 2013 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 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. (Major funds are General Fund, Capital Projects and Debt Service.)

3. BILLS AND MANDATORY PAYMENTS

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated June 24, 2013 in the total amount of \$5,877,197.93 (Appendix C).

4. TRANSFER SCHEDULE

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 May transfers in the 2012-13 budget as follows:

TRANSFER #	ACCOUNT TO	DEPARTMENT	ACCOUNT FROM	DATE	AMOUNT TO	AMOUNT FROM
10034	11-000-270-890-00-000	TRANS MISC. EXPENSES		5/2/2013	1000.00	
		CONTRACTED JOINT AGRMNT SP ED	11-000-270-515-00-000			-1000.00
10038	11-190-100-640-01-644	TEXTBOOKS ENGLISH-HS		5/7/2013	318.00	
		SUPPLIES ENGLISH-HS	11-190-100-610-01-644			-318.00
10043	11-000-221-600-10-616	SP SERV OFFICE SUPPLIES		5/24/2013	519.50	
		SP SRV PURCH PRO-ED SERVICE	11-000-221-320-10-000			-169.50
		SP SERV MISC EXPENSES	11-000-221-800-10-891			-350.00

10045	11-402-100-800-86-895	AA-GAME EXPENSE-G SOCCER			1389.30	
	11-402-100-800-70-891	AA-MISC EXPENSE-ALL SPORTS			201.00	
		AA-ACCIDENT INSURANCE-ALL SPRT	11-402-100-500-70-522			-717.00
		AA-MISC RECODITIONING-SOFTBALL	11-402-100-500-87-597			-379.30
		AA-SUPPLIES-SOFTBALL	11-402-100-600-87-610			-120.00
		AA-SUPPLIES-ICE HOCKEY	11-402-100-600-92-610			-374.00
10047	11-000-261-420-01-423	MAINT. C/S HIGH SCHOOL		5/30/2013	16000.00	
	11-000-261-420-04-423	MAINT. C/S RADCLIFFE			6000.00	
	11-000-261-420-05-423	MAINT. C/S SPRING GARDEN			5000.00	
	11-000-261-420-06-423	MAINT. C/S WASHINGTON			8000.00	
	11-000-261-420-07-423	MAINT. C/S YANTACAW			5000.00	
		MAINT. REP/SUPP-FRANKLIN	11-000-261-610-02-000			-6000.00
		MAINT. REP/SUPP-LINCOLN	11-000-261-610-03-000			-6000.00
		MAINT. REP/SUPP-RADCLIFFE	11-000-261-610-04-000			-5000.00
		MAINT. REP/SUPP-SPRING GARDEN	11-000-261-610-05-000			-6000.00
		MAINT. REP/SUPP-YANTACAW	11-000-261-610-07-000			-7000.00
		OP/PL PURCH. PRO/TEC SERVICES	11-000-262-300-00-000			-10000.00
10048	11-000-222-600-01-613	A/V SUPPLIES-HS		5/31/2013	1197.00	
		LIBRARY BOOKS-HS	11-000-222-600-01-611			-1197.00
				TOTAL	\$ 44,624.80	\$ (44,624.80)

5. 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
Cindi Novotny JC Promotions Inc..	Display Flea Market Banner	Washington School Fence	7/11/13 - 7/13/13		Facilities: None Custodian: None	1
Linda von Nessi Essex County Board of Elections	Primary and General Elections	High School & Elementary School	8/13/13 10/16/13	6:00 am-8:00 pm	Facilities: \$1,342.81 Custodian: None	2
Total Use of Property Represented By The Above						3

6. APPOINTMENT OF ACTING BOARD SECRETARY

BE IT RESOLVED that the Board of Education hereby approves the appointment of the Superintendent as Acting Board Secretary for emergency purposes.

7. DESIGNATION OF OFFICIAL NEWSPAPERS

BE IT RESOLVED that the Board of Education designates The Nutley Sun and the North Jersey Herald News as the official newspapers for meeting notices and hereby directs the Board Secretary to also send meeting notices to the Nutley Journal and the Star Ledger.

8. ADOPTION OF PURCHASE MANUAL

BE IT RESOLVED that the Board of Education adopts the 2013-2014 Purchasing Manual on file in the Business Office.

9. APPROVAL OF TAX SHELTER ANNUITY & DISABILITY INSURANCE PLANS

BE IT RESOLVED that the Board of Education, in accordance with Board Policy, hereby approved the following companies to participate in the District's optional Tax Shelter Annuity and Disability Insurance salary reduction plans:

AXA Equitable, First Investors Corp, Lincoln Investment Planning Inc., MetLife, PenServ Plan Services on behalf of American Funds, VALIC, Oppenheimer Funds, Great American Financial Resources, AFLAC, Prudential, Colonial Life.

10. APPOINTMENTS – SCHOOL POOL FOR EXCESS LIABILITY LIMITS JOINT INSURANCE FUND (SPELL JIF)

BE IT RESOLVED that the Board of Education appoints Karen Yeamans as the Delegate for the School Pool or Excess Liability Limits Joint Insurance Fund (SPELL JIF) and Jesenia Gomez as alternate.

11. APPOINTMENTS – SUBURBAN ESSEX JOINT INSURANCE FUND

BE IT RESOLVED that the Board of Education appoints the Karen Yeamans as the Fund Commissioner for the Suburban Essex Joint Insurance Fund (SEJIF) and Jesenia Gomez as alternate.

12. INVESTMENT OF FUNDS

BE IT RESOLVED that the Secretary/Business Administrator, with the approval of the Superintendent of Schools, be authorized to invest surplus funds of the Board of Education and funds which will be available for a determinate period of time in U.S. Government and Agency Securities, Business Savings Accounts and Certificates of Deposit and in any other securities designated by law at TD Bank, NJ Cash Management and Beneficial Bank.

13. DEPOSITORY OF SCHOOL FUNDS – Student Savings - TD Bank

BE IT RESOLVED that TD Bank be designated as the official depository for the 2013-2014 school year for individual student savings accounts to which deposits are made through the elementary schools.

14. DEPOSITORY OF SCHOOL FUNDS – TD Bank

BE IT RESOLVED that the TD Bank be designated as the official depository for the following accounts of the Nutley Board of Education for the 2013-2014 school year, and

BE IT FURTHER RESOLVED that the following officers of the various accounts be authorized to sign checks drawn on the accounts effective July 1, 2013:

Board of Education General Account, Referendum Account and Capital Reserve Account – Account # 345-0340344

Primary Signatory

Alternate Signatory

Charles Kucinski, President or Victoria Flynn, Vice President

and

Karen Yeamans, Board Secretary or Jesenia Gomez, Staff Accountant and Treasurer of School Monies

Board of Education Cafeteria Account – Account # 345-0340360

Karen Yeamans, Board Secretary or Jesenia Gomez, Staff Accountant

Board of Education Salary Account – Account # 427-0287852

Karen Yeamans, Board Secretary or Jesenia Gomez, Staff Accountant and Treasurer of School Monies

Extended Day Account – Account # 345-0340387

Karen Yeamans, Board Secretary and Jesenia Gomez, Staff Accountant

Extended Day Care Funds – Account # 3450273140

Maria Cervasio, Extended Day Care Director or Rosemary Griesbach and

Karen Yeamans, Board Secretary or Jesenia Gomez, Staff Accountant

Board of Education, N.J. Unemployment Insurance Trust Fund Account – Account # 345-1144018

Karen Yeamans, Board Secretary and Jesenia Gomez, Staff Accountant

Board of Education NJ Family Leave Insurance Trust Fund – Account # 345-3886259

Karen Yeamans, Board Secretary and Jesenia Gomez, Staff Accountant

Nutley High School Athletic Account – Acct. #3450340379

Two of the following signatures required:

Joseph Piro
Denis Williams
Linda Orr

Nutley High School Account - Acct. #: 110001880

Denis Williams and Gina Russell

JHWMS Account – Acct.# 07-3400602

Keith Cortright and Catherine Felici

Elementary School Accounts:

Lincoln School – Acct.# 345-1144476

Lorraine Restel and Donna Bolcato

Radcliffe School- Acct# 3451144484

Michael Kearney and Beverly Cullari

Spring Garden School- Acct# 345-1144492
Caprio

Laurie LaGuardia and Sophie

Washington School- Acct# 345-1144506
Dwyer

Douglas T. Jones and Geralynn

Yantacaw School- Acct# 345-1144514
Gariano

Annemarie Carollo and Angela

BE IT FURTHER RESOLVED that TD Bank be authorized to accept facsimile signatures of the check signing machine.

15. 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 2013-2014 school year to be established in the amounts listed:

High School	(Denis Williams, Custodian)	\$500
Walker Middle School	(Keith Cortright, Custodian)	400
Lincoln School	(Lorraine Restel, Custodian)	300
Radcliffe School	(Michael Kearney, Custodian)	300
Spring Garden School	(Laurie LaGuardia, Custodian)	300
Washington School	(Douglas Jones, Custodian)	300
Yantacaw School	(Annemarie Carollo, 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	(Karen Yeamans, Custodian)	\$300
Director of Extended Day	(Maria Cervasio, Custodian)	500
Pupil Transportation	(Peggy Hollywood, Custodian)	400
Special Services	(Theresa Schiffenhaus, Custodian)	300

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.

16. DEPOSITORIES OF SCHOOL FUNDS – Unemployment Fund

BE IT RESOLVED that the Board of Education authorizes Karen Yeamans to invest idle funds of the Unemployment Fund at any of the following institutions: TD Bank; Spencer Savings Bank and Capital One.

BANK	ACCOUNT #
TD	1178004034
Capital One	16-0628050
Spencer Savings	801169798
	15-900685
	801214479
	801289075

17. APPROVAL OF BILLS BETWEEN BOARD MEETINGS

BE IT RESOLVED that the Board of Education authorizes the Business Administrator and/or Superintendent of Schools to pay claims against the Board in between scheduled Board meetings and have those claims subsequently ratified at the next regular Board Meeting.

18. DESIGNATE NJDOE CHART OF ACCOUNTS

BE IT RESOLVED that the Board of Education designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district, to authorize the addition of sub-account designations as the Business Administrator may deem necessary, and to authorize the Superintendent of Schools to make any necessary transfers below the level of the NJDOE Chart of Accounts.

19. PROFESSIONAL APPOINTMENTS – 2013-2014

BE IT RESOLVED that the Board of Education hereby approves the following professional appointments:

<u>Position</u>	<u>Name</u>	<u>Rate</u>
Auditor	Lerch, Vinci & Higgins, LLP	\$31,800.00/yr.
Architect of Record	DiCara/Rubino	\$195.00/hr.
Athletic Physician	William VonRoth	\$11,451/yr.
Bond Counsel	McManimon & Scotland	\$195.00/hr.
Board Counsel	Gaccione Pomaco, P.C.	\$165.00/hr.(pending RFP completion)
Construction Litigation Attorney	Connell Foley	\$200.00/hr.
Special Counsel	Schenck Price Smith & King, LLP	\$165.00/hr. (pending RFP completion)

20. APPROVAL OF RENEWAL APPLICATION – TEMPORARY INSTRUCTIONAL SPACE

BE IT RESOLVED that the Board of Education approves the renewal application for temporary instructional space for the 2013-2014 school year at Yantacaw School for Instructional, Art and Vocal Music.

21. AUTHORIZATION TO ISSUE WARRANTS AND TRANSFERS BETWEEN BOARD MEETINGS

BE IT RESOLVED that the Board of Education does hereby authorize the Business Administrator/Board Secretary to issue warrants and transfers between the June and July regular meetings to facilitate payments relative to the close of the 2012-2013 fiscal year.

22. APPROVAL OF CHANGE ORDERS BETWEEN BOARD MEETINGS

BE IT RESOLVED that the Board of Education authorizes the Business Administrator to approve change orders in the amount not to exceed \$20,000 in between scheduled Board meetings and have the change orders subsequently ratified at the next regular Board Meeting.

23. TRANSFER OF CURRENT YEAR SURPLUS TO CAPITAL RESERVE

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain serve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Nutley Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Nutley Board of Education has determined that not to exceed \$1,000,000.00 amount is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Nutley Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

24. APPROVAL OF EXPENDITURE 2012-13 Budget

BE IT RESOLVED that the Board of Education approves the purchase of the following through the New Jersey State WSCA Contract #B27158 and MSREC 13/14-41:

Apple Computer, Inc. (WSCA):
(430) – iPad 2, (290) – MacBook Pro 13", (21) – iMac 27", (95) iMac 21.5", (2) Bretford PowerSync D20, (4) Mac Mini; with associated cabling and AppleCare Protection Plans for each in the amount of \$648,479.90.

CDWG (MSREC): (150) NComputing L300 thin clients with associated monitors, keyboards and mice in the amount of \$49,986.00.

Dell (WSCA): (8) PowerEdge R720 Servers, (2) PowerConnect 8132F 10GbE switches with associated transceivers and cables in the amount of \$97,609.36.

25. APPROVAL OF HEALTH & PRESCRIPTION CONTRACT

BE IT RESOLVED that the Nutley Board of Education accepts the recommendation of its insurance broker, IMAC Insurance Agency, and approves the award of a contract to Horizon Blue Cross Blue Shield of New Jersey (Horizon BCBSNJ) to provide health and prescription drug insurance benefits to district employees at the monthly rates shown below for the period of July 1, 2013 to June 30, 2014.

<u>Direct Access</u>		<u>Advantage EPO</u>
Single	\$ 729.45	\$ 620.03
2 Adults	1,623.45	1,379.93
Family	1,888.92	1,605.58
P&C	1,077.09	915.53

26. APPROVAL OF DENTAL CONTRACT

BE IT RESOLVED that the Nutley Board of Education approves an agreement with Horizon Healthcare Dental Services, Inc. to provide dental insurance coverage for Nutley Board of Education employees, effective July 1, 2013 through June 30, 2014 at the following rates:

Single Coverage	\$ 35.65 per month
Family Coverage	\$ 88.36 per month

27. APPROVAL OF COBRA and FSA 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 and FSA administration for the Nutley Board of Education effective July 1, 2013 through June 30, 2014.

28. APPROVAL OF FOODSERVICE BIOSECURITY MANAGEMENT PLAN

BE IT RESOLVED that the Board of Education approves the Foodservice Biosecurity Management Plan for the 2013-2014 School Year on file in the Business Office.

29. APPROVAL OF RENEWAL CONTRACT - INDEX BLUE, INC.

BE IT RESOLVED that the Board of Education approves the contract between the Nutley Board of Education and Index Blue, Inc. for School Pointe Subscription and Web Hosting for the 2013-2014 school year at an annual fee of \$6,500.00.

30. 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 2013-14 school year at a rate of \$449.97 per day in a total amount not to exceed \$29,248.00.

31. APPROVAL OF FOOD SERVICE MANAGEMENT COMPANY

BE IT RESOLVED that The Nutley Board of Education (herein referred to as the Local Education Agency or LEA) approves Chartwells School Dining Services (herein referred to as the Food Service Management Company or FSMC) as its Food Service Management Company for the 2013/2014 school year.

BE IT FURTHER RESOLVED that the Food Service Management Company shall receive, in addition to the costs of operation, an administrative fee of \$50,640/year and a management fee of \$.0527 per reimbursable meal and meal equivalent to compensate the Food Service Management company management costs. This fee shall be billed monthly as a cost of operation. These fees shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

BE IT FURTHER RESOLVED that total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

BE IT FURTHER RESOLVED that the per meal management fee of \$.0527 will be multiplied by total meals.

BE IT FURTHER RESOLVED that the Food Service Management Company guarantees to the LEA from the Food Service Program for the school year will be \$15,000.00. If the annual operating statement shows a return less than \$15,000.00, Chartwells will reduce its management fee by the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed the amount of Chartwells' management fee, as set forth above. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

GUARANTEE CONDITIONS:

(a) Reimbursement rates for the Child Nutrition Program meals will not be less than the rates in effect for any prior school year.

(b) The value of government-donated commodities will not be less than the value of government-donated commodities received during the prior school year.

(c) The number of days meals are served during the school year will not be less than:

<u>School Category</u>	<u>Lunch</u>
Elementary Schools	174 days
Middle Schools	174 days
High Schools	170 days

(d) The number of serving periods, locations, serving times and types of service will not change materially.

(e) The student enrollment for the Term of Agreement will not be less than 3,946 students.

(f) The level of wages, salaries and fringe benefits will not exceed those included in Chartwells' proposed operating budget submitted to the LEA.

(g) The selling prices of Menu Pattern meals and a la carte selections will not be less than those included in Chartwells' proposed operating budget submitted to the LEA.

(h) Service will not be interrupted as a result of fire, work stoppage, strike or school closing.

(i) The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.

(j) The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.

(k) The number of students eligible for free and reduced price meals will be no less than that during the prior school year.

(l) The following variable District Expenses charged to the Food Service budget by the District must be identified and capped so as not to exceed the following amounts:

- a. Annual Point-Of-Sale System service and system maintenance fees of \$3,000.00

(m) Labor costs are higher than that budgeted by Chartwells as a result of the LEA not providing the collective bargaining agreement in connection with the Request for Proposal.

(n) The cost of provision of alternate and standard humanitarian meals at no cost to students shall be excluded from the calculation of financial results for purposes of determining achievement of the financial guarantee. Humanitarian meals shall mean alternate meals provided at no cost to students who are unable to pay the full or reduced price for a standard meal, provided such student informs FSMC staff of this prior to sale. Such alternate meals may consist of items such as cold sandwiches or other comparable substitutes, the cost of which shall be billed to and paid for by the LEA.

Should the student not inform FSMC staff of his or her inability to pay beforehand and presents a standard meal for purchase, the FSMC shall allow the student to retain such meal (per LEA policy), and the standard meal price will be charged to and paid for by the LEA.

(o) If meals are to be provided to charter schools or any other outside entity, (Child Development School and Therapeutic School) the number of such meals ordered shall not fall below 59,580.

In the event the foregoing conditions are not met during the school year. Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

32. CAFETERIA PRICES - 2013-2014 School Year

BE IT RESOLVED that the Board of Education approves the cafeteria prices for the 2013-2014 school year.

<u>Item</u>	<u>Price</u>	<u>Premium Price</u>
Type "A" Lunch (Students)		
Elementary Schools	\$3.00	
John Walker Middle School	\$3.25	\$3.50
High School	\$3.50	\$3.75
Reduced Lunch Price	.40	.40
Adult	\$4.25	

Al La Carte:	
Milk	\$0.65
Small 8 oz water	\$0.65
Tropicana Juice	\$1.00
Vitamin Water	\$2.25
Snapple	\$1.25
Water 16.9	\$1.00
Water 20.0	\$1.25
Yoo-Hoo	\$1.30
Coffee	\$1.25
Bagel w/ butter	\$1.00
Bagel w/ cream cheese	\$1.50
Cookies	\$0.50
100 calorie snacks	\$0.90
Chips large	\$0.85
Chips small	\$0.65
Granola Bars	\$0.55
Muffins small	\$0.75
Muffins large	\$1.25
Rice Krispy treats	\$1.00
Snack wells cookies	\$1.00
Nutri Grain Bars	\$0.85

33. APPROVAL OF SERVICE PROVIDER

BE IT RESOLVED that the Board of Education approves the following service provider for the 2013-14 school year for OT/PT, Music Therapy, ABA Therapy, Behavioral Consultation, Therapeutic Recreation, RDI, Bedside Instruction, Augmentative Communication Assessment, Evaluations and Substance Abuse Centers:

AJL Therapy for Kids
Arms Acres, Inc. – to provide hospital instruction for inpatient students
Atlantic Healthcare/Morristown Memorial Hospital
Bergen County Special Services
Bergen County Special Services School District, Education Enterprises Division
Caldwell Pediatric Therapy Center
1st Cerebral Palsy of New Jersey
Children’s Therapy Center
Concordia Learning Center @ St. Joseph’s School for the Blind
Core Physical Therapy & Sports Performance
Education Services LLC
Essex Regional Educational Services
Essex Pediatric Rehabilitation, LLC
Hugh Bases, MD, Developmental & Behavioral Pediatrics
Jessica Tereskiewicz
Kei Otaka
Kid Clan Services, Inc.
Mark P. Faber, MD – Child Study Team Evaluations
New Jersey Outreach
Neuropsychological Evaluation Consultation

Nutley Family Services Bureau
Occupational Therapy Consultants, Inc.
Professional Education Services, Inc.
Rickard Rehabilitation Services, Inc.
School Based Therapy Services
South Bergen Jointure Commission Services
Spectrum Consultants, Inc.
Spectrum Health Associates, LLC – behavioral and speech consultations
Supreme Consultants – to provide evaluation in student’s native language
The Dyslexia Center of Princeton
Therapeutic Behavior Services
Therapy Associates LLC
White Deer Run, Inc.
Youth Consultation Service (YCS)

34. EXTENDED SCHOOL YEAR PROGRAM – SUMMER 2013

BE IT RESOLVED that the Board of Education approves the Extended School Year Program, listed below, for the Summer of 2013:

SCHOOL	DATES	CLASSIFICATION	STUDENT ID NUMBERS	AMOUNT
Arc of Essex County, Camp Hope, Livingston, NJ	July 1 - August 16, 2013	AUT	26752	\$ 6,154.00
		AUT	26753	\$ 4,318.00
	July 1 - July 26, 2013	MD	992852	\$ 2,413.00
Camp Lee Mar, Lackawaxen, Pa.	June 22 - August 9, 2013	AUT	992846	\$ 4,900.00
Chancellor Academy, Pompton Plains, NJ	July 1 - July 30, 2013	ED	994057	
Chapel Hill Academy, Lincoln Park, NJ	July 1- August 13, 2013	SLD	990354	\$ 9,030.00
Children's Therapy Center, Midland Park, NJ	July 9 - July 31, 2013	MD	26727	\$6,409.00+aid
Cornerstone Day School, Mountainside, NJ	July 1 - August 29, 2013	SLD	992696	\$ 6,084.00
		ED	993567	\$ 6,084.00
ECLC, Chatham, NJ	July 1 - July 29, 2013	MD	26936	

**Nutley Board of Education
Public Meeting on June 24, 2013**

Forum School, Waldwick, NJ	July 1 - July 26, 2013	AUT	25487	\$ 4,676.58
		OHI	994427	\$ 4,676.58
Glenview, Fairfield, NJ	July 8 - August 16, 2013	AUT	27967	\$9,277.20+aid
		AUT	26723	\$9,277.20+aid
Harbor Haven Day Camp West Orange, NJ	July 1 - August 5, 2013	MD	993836	
	July 1 - August 5, 2013			
Institute for Education Achievement, New Milford, NJ	July 9 - August 17, 2012			
Little Falls Public Schools, Little Falls, NJ	July 1 - August 12, 2013	AUT	26872	
New Beginnings, Fairfield, NJ	July 8 - August 16, 2013	AUT	28518	\$9,483.30+aid
		AUT	26740	\$ 9,483.00
		AUT	26968	\$9,488.30+aid
		OHI	992260	\$ 9,483.00
			26869	\$ 9,483.00
PG Chambers School, Cedar Knolls, NJ	July 8 - August 16, 2013	MD	27271	\$ 9,575.80
Phoenix Center, Nutley, NJ	July 1 - August 26, 2013	MD	26725	\$5,728.00+aid
		AUT	28596	\$5,728.00+aid
Regional School/Essex Campus Newark, NJ	July 1 - August 30, 2013	MD	26730	
Spectrum Consulting Inc./Summer Camp, Westfield, NJ	July 1 - August 30, 2013	AUT	26724	\$ 7,000.00

Stepping Stones, Roseland,NJ	July 1 - August 12, 2013	CI-MILD	28644	\$ 9,120.00
		MD	27919	\$ 9,120.00
		MD	27634	\$ 9,120.00
The Children's Institute, Verona,NJ	July 1 - August 2, 2013	AUT	993249	\$ 6,856.00
The Children's Institute,Livingston,NJ	July 1 - August 2, 2013	AUT	26735	\$6,839.00+aid
		AUT	26747	\$ 6,839.00
Washington Academy, Belleville, NJ	July 1 - August 16, 2013	OHI	26333	\$ 9,076.00
Windsor Learning Center	July 8 - August 16, 2013	OHI	27630	\$ 8,574.00
Pompton Lakes, NJ		MD	27777	\$ 8,574.00

35. ACCEPTANCE OF DONATION

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

\$ AMOUNT	FROM
15,635.00	The Nutley Music Booster Association purchased a timpani set for the Nutley Music Program.

36. APPROVAL OF BID AWARDS - EDUCATONAL DATA SERVICES, INC.

BE IT RESOLVED that the Board of Education approves the bid awards through Educational Data Services, Inc. as follows for 2012-2013:

Athletic Supplies	
Flaghouse, Incorporated	\$ 298.12
Passon's Sports/Sports Supply	322.29
Henry Schein Inc.	3,557.11
Audio Visual Supplies	
Valiant IMC	\$ 143.18
Paper Clips, Inc.	772.20
Copy Duplicator Supplies	
W B Mason Co., Inc.	\$15,619.70

Family/Consumer Science	
Nasco	\$ 1,406.17
S.A.N.E.	1,572.79
Fine Art Supplies	
Cascade School Suplies	\$ 1,191.66
Dick Blick Company	9,242.44
SAX Arts Education/School Spec	6,355.79
Nasco	3,580.09
National Art & School Supplies	479.77
Ceramic Supply Inc.	168.64
Triarco Arts & Crafts LLC	1,357.36
General Classroom Supplies	
School Specialty	\$60,706.76
Health and Trainer Supplies	
Henry Schein Inc.	\$ 926.59
School Health Corporation	824.54
Language Arts	
Teacher's Discovery/American Eagle	\$ 537.06
Library Supplies	
Demco, Inc.	\$ 180.32
The Library Store, Inc.	188.01
Math Supplies	
NASCO	\$ 21.53
EAI Education/Eric Armin Inc.	147.79
Office/Computer Supplies	
Staples Contract & Commercial	\$ 1,177.07
Physical Education Supplies	
Passon's Sports/Sports Supply	\$ 4,394.75
School Speciality, Inc.	7,663.45
Nasco	6,117.96
Winning Teams by Nissel LLC	155.40
Science Supplies	
Nasco	\$ 171.52
Carolina Biological Supply Co.	748.12
Fisher Science Education Inc.	1,243.60
Frey Scientific Co.	1,564.18
Parco Scientific Co.	116.37
Sargent-Welch/VWR	565.86
Science Kit, LLC	668.64
Ward's Natural Science	1,260.14
Special Needs	
School Specialty/Abilitations	\$ 80.61
Teaching Aids	
Cascade School Supplies	\$ 71.83
Kurtz Bros.	7.07
Lakeshore Learning Materials	16.15
School Specialty/Childcraft	144.61

Technology Supplies	
Brohead-Garrett Company	\$ 426.98
Paxton/Patterson LLC	1,539.31
Satco Supply	1,462.83
Midwest Technology Products	4,144.41

37. NEW JERSEY SCHOOL BOARDS ASSOCIATION

BE IT RESOLVED that the Board of Education continues its membership in the New Jersey School Boards Association in the amount of \$25,114.20 for the 2013/2014 school year.

38. APPROVAL OF FINAL PAYMENT TO VESPA ELECTRICAL COMPANY INC.

BE IT RESOLVED that the Board of Education approves final payment to Vespa Electrical Company, Inc. for electrical upgrades at Nutley High School as per the recommendation of the Board's Architect and Construction Manager as follows:

Application 14- High School - Final Payment:

Change Order 7 Balance	\$ 1,151.18	(30-999-405-450-01-330)
Approved 2/25/13		
Retainage	<u>35,848.15</u>	(30-999-405-450-01-000)
Total	\$36,999.33	

PERSONNEL – Resolutions 1-5

1. PERSONNEL AGENDA REPORT

Trustee Scalera moved and Trustee Sposato seconded a motion that the Board approves the following resolution:

Upon a roll call vote the following resolution was approved with the following exception:

- 1) Trustee Russo abstained pursuant to law.

BE IT RESOLVED that the Board of Education approves the Personnel Agenda Report dated June 24, 2013.

2. PERSONNEL AGENDA REPORT – 2013-2014 SCHOOL YEAR REAPPOINTMENTS

Trustee Scalera moved and Trustee Flynn seconded a motion that the Board approves the following resolution:

Upon a roll call vote the following resolution was unanimously approved.

BE IT RESOLVED that the Board of Education approves the Personnel Agenda Report – Reappointments dated June 24, 2013.

3. TESTIMONIAL – Administrator

Trustee Scalera moved and Trustee Russo seconded a motion that the Board approves the following resolution:

Prior to roll call, President Kucinski and Trustees Sposato and Scalera spoke about Mr. Ackerman's accomplishments and years of service.

Upon a roll call vote the following resolution was unanimously approved.

WHEREAS, Mr. George Ackerman has tendered his resignation as Coordinator of Business and Creative Arts. effective July 1, 2013 and has signified his intention of retiring from active service, and

WHEREAS, Mr. Ackerman has served as teacher, Fine and Industrial Arts chairperson and Coordinator of Business and Creative Arts in the Nutley Public Schools for a period of forty-two years, and

WHEREAS, through the years Mr. Ackerman has exemplified the finest qualities of his profession at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mr. Ackerman its deep appreciation of his long and faithful service and extends to him its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED that this resolution be made a part of the minutes of this meeting.

4. TESTIMONIAL – Administrator

Trustee Scalera moved and Trustee Sposato seconded a motion that the Board approves the following resolution:

Prior to roll call, President Kucinski and Trustee Scalera spoke about Mr. Cundari's accomplishments and the growth of the music program during his tenure.

Upon a roll call vote the following resolution was unanimously approved.

WHEREAS, Mr. Michael Cundari has tendered his resignation as Coordinator of Music effective July 1, 2013 and,

WHEREAS, Mr. Cundari has served as teacher and coordinator in the Nutley Public Schools for a period of fourteen years, and

WHEREAS, through the years Mr. Cundari has exemplified the finest qualities of his profession at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mr. Cundari its deep appreciation of his long and faithful service and extends to him its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED that this resolution be made a part of the minutes of this meeting.

5. TESTIMONIAL – Teachers

Trustee Scalera moved and Trustee Sposato seconded a motion that the Board approves the following resolution:

Prior to roll call President Kucinski recognized the retirees and their dedicated efforts.

Upon a roll call vote the following resolution was unanimously approved.

WHEREAS, the following teachers have tendered their resignations and have signified their intention of retiring from active service, and

WHEREAS, through the years they exemplified the finest qualities of their profession at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of education expresses its deep appreciation of their long and faithful service and extends its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED that this resolution be made a part of the minutes of this meeting.

Gesumaria, Susan	18 Years
Hill, Hillary	35 Years
Kocum, Paul	33 Years
Libert, Frank	23 Years
Manfria, Donald	11 Years
Meyers, Florence	33 Years
Pandolfi, Becky	25 Years
Rucinski, Peggy	16 Years
Sloan, Patricia	41 Years
Testa, Marilyn	20 Years
Christadore, Michael	16 Years

HEARING OF CITIZENS

None

OLD BUSINESS

None

NEW BUSINESS

None

MOTION TO ADJOURN TO EXECUTIVE SESSION

At 8:10 PM President Kucinski 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 personnel and student matters.

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 8:20 PM Trustee Sposato moved, Trustee Lisa Danchak-Martin seconded, and the Board approved by voice to reconvene the meeting:

ROLL CALL

Present: Mrs. Lisa Danchak-Martin
Ms. Victoria Flynn
Mr. Ryan Kline
Mrs. Deborah J. Russo
Mr. Fredrick Scalera
Mr. Thomas J. Sposato
Mr. Charles W. Kucinski

Absent: Mr. James A. Kuchta
Dr. Robert Reid

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:21 PM on a motion by Trustee Sposato, seconded by Trustee Russo and unanimously approved by voice vote.

Respectfully submitted,

Karen A. Yeamans
Board Secretary