

# NUTLEY BOARD OF EDUCATION OPEN PUBLIC MEETING AGENDA OCTOBER 26, 2020

**Announcement of Meeting - 6:30 PM – virtual meeting**

Mr. Kucinski

## **MEETING NOTICE**

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 28, 2020. Said notice was posted at the entrance of the Board of Education offices, mailed to the Nutley Township Clerk, sent to Tap Into Nutley, advertised in the Nutley Sun on February 6, 2020 and posted on the district website. A revised meeting notice was sent out on July 23, 2020 advising that this meeting was a Virtual Online Meeting.

## **Flag Salute**

## **Call of Roll**

Mrs. Cucuzza

## **Correspondence - None**

## **Approval of Minutes**

Special Meeting – September 16, 2020  
Open Public Meeting – September 21, 2020  
Special Meeting – October 6, 2020

## **Reports as follows:**

- |                                    |            |
|------------------------------------|------------|
| 1. Superintendent's Report         | Dr. Glazer |
| 2. Board Secretary's Report        | Mr. DiPisa |
| 3. Director of Buildings & Grounds | Mr. Parigi |

## **Committee Reports**

## **Hearing of Citizens (Resolutions Only)**

We now come to the portion of our meeting where we allow members of the public to address the board. In this section we allow questions or comments on Resolutions Only.

Our Board regulations (#0167) allot 20 minutes for these communications. Each person shall be limited to three minutes and we ask you to try to stay within this requirement. Speakers may speak more than once only after all others wishing to speak on a topic have been heard.

All statements will be directed to me as the chairperson and no one may address board members individually.

Please be reminded that if your statement is: Too lengthy, abusive, obscene, irrelevant or redundant, your participation may be terminated.

Please remember to state your name and address each and every time you address the board. Does anyone have any questions?

### ***ACADEMIC - Resolutions 1-3***

#### **1. APPROVAL OF FIELD TRIPS**

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

<b>SCHOOL</b>	<b>TEACHER/PROGRAM</b>	<b>DATE</b>	<b>LOCATION</b>
Walker Middle School	Ms. Miller	2/5/21	Virtual

#### **2. APPROVAL OF PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT**

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

<b>EMPLOYEE/BOARD MEMBER</b>	<b>PROGRAM NAME</b>	<b>DATE</b>	<b>LOCATION</b>	<b>COST</b>
Stine, Jennifer	Teach Europe	10/30/20	Zoom	\$0
Cullity, Kathleen Hellriegel, Angelique Irene, Angela Mitschow, Julie	K-12 ESL WIDA Online Screening Training	11/2/20	Virtual	\$0
Pena-Gomez, Nathalie	K-12 ESL WIDA Online Screening Training	11/9/202	Virtual	\$0

#### **3. APPROVAL OF CHANGE TO THE 2020-2021 ACADEMIC CALENDAR**

BE IT RESOLVED that the Board of Education approves the change to the 2020-2021 Academic Calendar.

### ***ADMINISTRATION - Resolutions 1-3***

#### **1. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (First Reading)**

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

2020-09-25 HIB Report to the Board

**2. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (Second Reading)**

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

2020-09-18 HIB Report to the Board

**3. APPROVAL OF MEMORANDUM OF AGREEMENT**

BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement with Hackensack Medical Center.

***FINANCE - Resolutions 1-21***

**1. SECRETARY & TREASURER'S REPORT**

BE IT RESOLVED that the Board of Education approve the acknowledgement and acceptance of the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period ending September 30, 2020.

**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 September 30, 2020 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 October 26, 2020 in the total amount of \$7,912,222.08 (Appendix C).

**4. 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
Mariaelena Alameda NHS Project Graduation Committee	NHS Project Graduation Clothing Drive	NHS Outside Front of Building	11/14/20	8:00 am-3:00 pm	Facilities: None Custodian: None	1
Mariaelena Alameda NHS Project Graduation Committee	NHS Project Graduation Krispy Kreme Donuts Fundraiser Pick-Up	NHS - Outside of Building on New St. side	11/14/20	8:00 am-3:00 pm	Facilities: None Custodian: None	1

Total Use of Property Represented By The Above					2
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**5. APPROVAL OF UPDATED SERVICE PROVIDER**

BE IT RESOLVED that the Board of Education approve the following updated service providers for the 2020-21 school year for OT/PT, Music Therapy, ABA Therapy, Behavioral Consultation, Therapeutic Recreation, RDI, LDTC, Bedside Instruction, Augmentative Communication Assessment, Nursing, Evaluations and Substance Abuse Centers:

LearnWell

**6. AMEND EXTENDED SCHOOL YEAR PROGRAM - SUMMER 2020**

BE IT RESOLVED that the Board of Education amends the resolution Special Class Placement Summer 2020 approved at the July 27, 2020 Board Meeting to reflect the following addition:

SCHOOL	DATES	CLASSIFICATION	NUMBER OF STUDENTS	AMOUNT
Academy 360 Lower School, Verona, NJ	July 1 – July 31, 2020	PSD	1	\$8,710 + Aide
		PSD	1	
ECLC of New Jersey, Chatham, NJ	July 6-July 31, 2020	AUT	1	\$6,202
		ID-M	1	\$6,202
		ID-M	1	\$6,202
		ID-M	1	\$6,202

**7. AMEND SPECIAL CLASS PLACEMENT – Educationally Disabled Students**

BE IT RESOLVED that the Board of Education amend the resolution Educationally Disabled Students approved at the August 31, 2020 Board Meeting to reflect the following change:

Additions that stated the month of September:

SCHOOL	NUMBER OF STUDENTS	AMOUNT
Academy 360 (Lower School) Verona, NJ	1	\$104,480 + Aide
	1	\$104,480 + Aide
	1	\$104,480 + Aide
	1	\$102,196+ Aide
Academy 360 (Upper School) Verona, NJ	1	\$103,197 + Aide
	1	\$103,197 + Aide

ECLC of North Jersey	1	\$55,820
	1	\$55,820
	1	\$55,820
	1	\$55,820
Sage Day II	1	\$64,620

Additions that started after September:

SCHOOL	DATE	CLASSIFICATION	NUMBER OF STUDENTS	AMOUNT
ECLC of New Jersey Chatham, NJ	October 19, 2020	AUT	1	\$82,097 + Aide
		AUT	1	\$82,097+Aide
New Beginnings Fairfield, NJ	October 19, 2020	PSD	1	\$96,590+Aide

Delete:

SCHOOL	DATE	CLASSIFICATION	NUMBER OF STUDENTS
Sage Day Mahwah, NJ	October 6, 2020	OHI	1

## 8. TRANSPORTATION CONTRACT

BE IT RESOLVED, that the Nutley Board of Education approve a transportation contract PARENT #1 with a parent to provide transportation for one Special Education student from Nutley to Spectrum 360 Lower School, Verona NJ effective September 1, 2020 through June 30, 2021 at a cost of \$58.36 per day.

Subject to approval of the County Superintendent of Schools.

## 9. ACCEPTANCE OF DONATION

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

AMOUNT	FROM
\$ 311.00	Donation to Washington School from the Washington School PTO to pay for two teacher-sponsored clubs.

10. **SCHOOL BUS EMERGENCY EVACUATION DRILLS**

BE IT RESOLVED that the Board of Education approves the emergency school bus evacuation drills in accordance to the New Jersey Administrative code NJAC 6A:27-11.2 on file in the Business Office.

11. **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 2020-2021 school year, and

BE IT FURTHER RESOLVED that the following officers of the below account be authorized to sign checks drawn on the accounts effective October 27, 2020:

**Board of Education General Account -XXX...5045, Referendum Account – Account # XXX...5574 and Capital Reserve Account – Account # XXX...9222**

Primary Signatory                      Alternate Signatory

Board President            or            Board Vice President

and

Business Administrator/Board Secretary or Assistant Business Administrator

**Board of Education Cafeteria Account – Account # XXX...0360**

Business Administrator/Board Secretary or Assistant Business Administrator

**Board of Education Salary Account – Account # XXX...7852**

Business Administrator/Board Secretary or Assistant Business Administrator and Treasurer of School Monies

**Board of Education Payroll Agency Account – Account # XXX...5130**

Business Administrator/Board Secretary and Assistant Business Administrator

**Extended Day Account – Account # XXX...0387**

Business Administrator/Board Secretary and Assistant Business Administrator

**Board of Education, N.J. Unemployment Insurance Trust Fund Account – Account # XXX...4018**

Business Administrator/Board Secretary and Assistant Business Administrator

**Board of Education NJ Family Leave Insurance Trust Fund – Account # XXX...6259**

Business Administrator/Board Secretary and Assistant Business Administrator

**12. AUTHORIZATION OF LEASE PURCHASE AGREEMENT – TD BANK**

BE IT RESOLVED that the Board of Education authorizes the execution and delivery of a lease purchase agreement with respect to the acquisition, purchase, financing and leasing of certain equipment with TD Bank. The Lease Purchase Agreement is on file in the Business Office.

**13. APPROVAL OF PURCHASING MANUAL**

BE IT RESOLVED that the Board of Education approves the Purchasing Manual for the 2020-2021 school year.

**14. APPROVAL OF PAYMENT – LERCH, VINCI & HIGGINS, LLP**

BE IT RESOLVED that the Board of Education approves the payment of \$7,345 to Lerch, Vinci & Higgins, LLP for services rendered.

**15. APPROVAL OF DESTRUCTION OF RECORDS**

BE IT RESOLVED that the Board of Education approve the destruction of old records at the John H. Walker Middle School.

**16. APPROVAL TO SUBMIT A REQUEST FOR PROPOSAL – K-12 SOCIAL STUDIES CURRICULUM WRITING**

BE IT RESOLVED that the Board of Education approve to submit a Request for Proposal for K-12 Social Studies Curriculum Writing.

**17. APPROVAL OF TRANSPORTATION CONTRACT ADDENDUM – ESSEX REGIONAL SERVICES COMMISSION**

BE IT RESOLVED that the Board of Education approve the addendum to the transportation contract with Essex Regional Educational Services Commission.

**18. APPROVAL OF PARTIAL PAYMENT TO DAKOTA EXCAVATING CONTRACTOR, INC.**

BE IT RESOLVED that the Board of Education approve partial payment #3 to Dakota Excavating Contractor, Inc. in the amount of \$177,968.00 as per the recommendation of the Board's Architect as follows:

Original Contract Sum	\$538,000.00
Payment Application 1 – For the Nutley Park Oval	\$165,620.00
Payment Application 2 – For the Nutley Park Oval	\$ 87,024.00
Payment Application 3 – For the Nutley Park Oval	<u>\$177,968.00</u>
Balance to Finish + Retainage	\$107,388.00

**19. AUTHORIZATION TO WITHDRAW FUNDS FROM CAPITAL RESERVE**

BE IT RESOLVED that the Board of Education authorize the Business Administrator to withdraw funds in the amount of \$1,000,000 from Capital Reserve earmarked in previous budgets for the Nutley Oval Project.

**20. APPROVAL OF GIFT CARD PURCHASE – PERFECT ATTENDANCE**

BE IT RESOLVED that the Board of Education approves the purchase of 53 gift cards at \$100/ea. for the employees listed on the personnel agenda for their perfect attendance during the 2019-2020 school year as per contractual agreement.

**21. AUTHORIZATION TO SUBMIT 2020/2021 COMPREHENSIVE MAINTENANCE PLAN & M-1**

WHEREAS the Department of Education requires New Jersey school districts to submit a three-year maintenance plan documenting “required” maintenance activities for each of its public-school facilities, and

WHEREAS the required maintenance activities as listed in the document for the various school facilities of the Nutley Board of Education are consistent with these requirements, and

WHEREAS all past and planned activities are reasonable to keep school facilities open and safe for use in their original condition and to keep their system warranties valid,

NOW, THEREFORE IT BE RESOLVED that the Nutley Board of Education hereby authorizes the School Business Administrator to submit the 2020-2021 Comprehensive Maintenance Plan and M-1 for the Nutley School District in compliance with Department of Education requirements.

***PERSONNEL – Resolutions 1-4***

**1. PERSONNEL AGENDA REPORT**

BE IT RESOLVED that the Board of Education approve the Personnel Agenda Report dated October 26, 2020.

**2. TERMINATION OF EMPLOYEE**

BE IT RESOLVED that the Board of Education terminates employee ID #4193 effective September 21, 2020.

**3. TESTIMONIAL**

WHEREAS, Mrs. Joanne Torres has tendered her resignation for the purpose of retirement as the district’s Payroll Manager, effective October 1, 2020 and has signified her intention of retiring from active service, and

WHEREAS, Mrs. Torres has worked in the Nutley Public Schools for a period of seven (7) years, and

WHEREAS, through the years Mrs. Torres has exemplified the finest qualities of the position at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mrs. Torres its deep appreciation for her long and faithful service and extends to her 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**

WHEREAS, Mrs. Madeline Cucuzza Zilinski has tendered her resignation for the purpose of retirement as Administrative Assistant to the Business Administrator, effective November 1, 2020 and has signified her intention of retiring from active service, and

WHEREAS, Mrs. Zilinski has worked in the Nutley Public Schools for a period of twenty-nine (29) years, and

WHEREAS, through the years Mrs. Zilinski has exemplified the finest qualities of the secretarial position at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mrs. Zilinski its deep appreciation for her long and faithful service and extends to her 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.

***POLICY – Resolution 1***

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

BE IT RESOLVED that the Board of Education adopt the following bylaws, policies and regulations.

8451	Control of Communicable Disease
7480	Motor Vehicles on School Property

**Hearing of Citizens**

In this section we allow questions or comments on all school-related matters. Our regulations allot 30 minutes for these communications. Again, each person shall be limited to three minutes and we ask you to try to stay within this requirement. Speakers may speak more than once only after all others wishing to speak on a topic have been heard.

As I stated earlier, all statements will be directed to me as the chairperson and no one may address board members individually.

Please be reminded that if your statement is: Too lengthy, abusive, obscene, irrelevant or redundant, your participation may be terminated.

Please remember to state your name and address each and every time you address the board. Does anyone have any questions?

**Old Business**

**New Business**

**Executive Session**

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 legal 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.

## **Adjournment**

***This document is subject to additions, withdrawals and modifications without notice.***