

Board of Education  
Nutley, NJ

March 25, 2002

The Special Meeting of the Board of Education of the Township of Nutley, New Jersey was held in the Radcliffe School Multi-Purpose Room, 379 Bloomfield Avenue, on Monday, March 25, 2002 at 7:05 p.m. with Dr. Philip T. Casale, President, presiding.

ANNOUNCEMENT OF MEETING:

Dr. Casale read the following:

"According to the provisions of the 'Open Public Meetings Act' (Chapter 231, P.L. 1975), and NJSA 18A:22-11 and 22-12, proper notice of this Special Meeting was made on March 21, 2002. Said Notice was:

1. Published in The Nutley Sun on March 21, 2002.
2. Posted at the entrance of the Board Office.
3. Mailed or delivered, and/or telephoned to The Nutley Sun, the Star Ledger, the North Jersey Herald & News, and the Nutley Journal.
4. Mailed or delivered, and/or telephoned to the Nutley Township Clerk.

"The purpose of this meeting is:

1. Conduct the Public Hearing on the 2002-2003 school budget.
2. Adopt the 2002-2003 school budget.
3. Conduct the regular monthly business that would normally come before the Board of Education.

"Formal action will be taken."

FLAG SALUTE:

The meeting was opened with Mrs. Roncaglio leading the Board members and citizens in the Pledge of Allegiance to the American flag.

CALL OF ROLL:

The other members present at roll call were: Mrs. Maria Alamo, Mr. John Cafone, Mr. Alan Genitempo, , Dr. Gerard M. Parisi, Mr. Joseph C. Pelaia, Mr. Alfred R. Restaino, Jr. and Mrs. Agnes Roncaglio. Late: Mr. Vincent A. Moscaritola (7:55 p.m.).

Dr. Serafino explained that our state aid was frozen by Governor McGreevey and our district has increasing enrollment, increasing health benefit costs, additional tuition and transportation costs for special education students and fixed costs regarding salaries. She noted the need for additional staff positions in the middle school and high school due to the increased enrollment in both schools. She said the budget that has been prepared is very, very fiscally responsible. She commended Mr. Sincaglia, Mr. Restaino, and the Budget Committee for all their efforts.

Mr. Restaino, Chairman of the Budget Committee, thanked Administration and everyone involved with the budget process for all their cooperation in helping to develop a quality budget.

#### PRESENTATION OF 2002/2003 BUDGET:

Mr. Sincaglia explained the following budget development process:

Staff Requests  
Principals Review and Recommendations  
Central Office Review  
Budget Review Committee  
Board of Education

Mr. Sincaglia said that the small increase in state aid is not tied to enrollment as in past years. He noted that the cash amount is the same as we received in 2001-2002.

Mr. Sincaglia stated that enrollment is expected to increase by 40-50 pupils next year and within that, a small decline at Kindergarten is expected.

Mr. Sincaglia explained that in addition to budgeted items this year, it was necessary to add a number of positions to the staff, particularly aides for special education purposes. He then stated that next year we expect to add the following positions:

Part-time Music HS  
Part-time Special Ed-1 pre school and 1 at HS  
Full-time English FMS - net zero due to a cut at elementary  
Part-time math to be linked with a current basic skills position at HS  
Full-time elementary Student Assistance Counselor  
Full-time Business Ed/Cisco Academy at HS  
New health texts grades 5 & 6 to begin new series  
New HS math texts for grade 9 and calculus and chemistry  
Paying for (now) remainder of HS English texts ordered last year with deferred billing  
Expansion of Lacrosse and Hockey program (added this year)

Mr. Sincaglia explained that the budget was impacted severely by large increases in tuition for special education pupils. He said that the average cost next year is almost \$36,000 per child excluding the cost of transportation which is about 4 1/2 times the cost of a non-classified pupil.

Mr. Sincaglia said that we are anticipating 18 pupils with tuition costs in excess of \$40,000; a year ago we had 7. He remarked that the State is providing some help in this area, but it is limited to less than 50% of the cost in excess of \$40,000. He said we expect to receive some funds for this year, but we are not told to budget for it in the subsequent year. He noted that there is no guarantee that we will get this extra aid by June of 2003, because it is subject to an annual appropriation of the Legislature. He added that over 16% of the increase in the General fund is due to tuition.

Mr. Sincaglia stated that other factors affecting the budget are: energy-natural gas accounts for about 4% of the increase; property/liability insurance costs are on the rise, particularly in light of September 11 and are a cause of 3% of the increase; personnel costs and fringe benefits are the cause of 40% of the increase with salary increases, including new positions, responsible for about 57%.

Mr. Sincaglia said that adds up to more than 100% and what it means is that all of the rest of the budget is going down by about 20%. He added that it includes the costs of books, supplies of all kinds, maintenance and service contracts, legal costs, postage, etc., which makes you realize that there is not a great deal of flexibility.

Mr. Sincaglia indicated that the overall budget is increasing by 3.77%, and this coupled with the small state aid increase equates to an increase in the local school tax rate. He said that in 2001 the tax rate for schools was \$6.13, and in 2002, the tax rate for schools will be \$6.30. He stated that this is an increase of \$.17 per \$100 of 2.77%, adding that on a \$50,000 assessed house the tax increase would be \$85 more per year.

Mr. Sincaglia said that this is the 5<sup>th</sup> straight year that the increase in the school tax rate has been kept at less than 3%, adding that since 1997 the overall tax rate increase was 7.3% which is about 1.5% per year. He added that, by contrast, in the previous 5 years (1992-1997) the tax rate went up by 29.9% or an average of 6% per year. He said the Board and the administration have tried to be sensitive to the demands placed on homeowners while at the same time responding to staffing and program needs caused by growing enrollment and state core curriculum content standards.

Mr. Sincaglia indicated that adding teaching staff members is not inexpensive. He said one new teacher including benefits is from \$42,000-45,000, and considerably more if you need someone with experience. He added that is more than the cost of a new school bus, or redoing the floors of at least a

dozen classrooms, or replacing 9 or 10 pairs of fire doors, or new windows in six classrooms, or purchasing more than 50 computers for elementary classrooms or paying for the cost of every sport except football and crew; but people (teachers) are the essence of the teaching-learning process and you must devote your resources to them.

Mr. Sincaglia said we have to collect about \$33,000,000 to fund this budget and less than 6 million, about 14 1/2%, comes from the state. He stated that we will receive \$1,363 per child, whereby, Bloomfield gets over \$2,400, Belleville, \$3,858 (about 3 times our aid) and the 4 Abbott districts all receive more than \$10,000 per child. He added that is much more than we spend from all sources. He also added that Abbott districts will have their facilities renovated, rebuilt and added to at a 100% cost to the state (in other words "us"). He said Nutley sees 14 1/2% and a maximum of 40% on any facility project in our five year plan.

Mr. Sincaglia stated that our costs are below the state K-12 average on an overall basis, and in the components of instruction, support services, operations and maintenance and administration, and also, not surprisingly, in the way we staff our schools both in terms of teachers and administration. He said that if we conformed to the state averages for example, we should have employed 3 more administrators and spent \$5,000,000 more last year.

Mr. Sincaglia noted that Nutley's pupil performance indicators remain high with consistent performance well above the state average, adding that scores tend to rank with districts more affluent than we are. He added that last month we recognized 22 Edward J. Bloustein scholars. That is about 1 out of every 12 seniors. We also recognized 13 students with National Merit status. He said there are a lot of good things going on in our schools - academically and in extracurricular activities.

Mr. Sincaglia indicated that our facilities issues must be addressed and the time to begin will be this Fall when there will be a new referendum to consider. He added that schools built in the teens and 20's without renovation and additions where needed are not an option. He said we don't need to build palaces, but we do need improvements and to account for our enrollment growth. He stated that this budget is not part of that, but make no mistake - the problem will not go away.

Mr. Sincaglia thanked the people on his staff who helped put the budget together, Mrs. Cucuzza, Mrs. Mleziva, Mrs. Unglaub, Mrs. Layden, Mrs. Calicchio, Mr. Nicolette and Mr. Oblack who was invaluable in helping to compile and organize data that was needed both in the development phase and in getting ready for presentation. He also thanked the Technology Department, Mr. Presuto and Ian Viemeister.

Mr. Sincaglia said that this is the 16<sup>th</sup> and last time he will be presenting a budget to the people of Nutley Township, and thirteen of the previous fifteen were approved by the voters, including the last dozen. He added that he hopes this year will continue that pattern, but as in every other year, it is up to the citizens.

Mr. Sincaglia reminded everyone that the school election day was April 16 and he hopes everyone will study the issues and vote. He stated that anyone with questions should feel free to call his office.

Dr. Casale thanked Mr. Sincaglia for putting the budget together and for making a very complex and difficult issue very clear to understand.

Dr. Casale thanked Mr. Restaino, Chairman of the Budget Committee, and the Budget Committee for doing a stellar job on the budget.

#### HEARING OF CITIZENS (Agenda Items Only):

Chrys Carlo, 57 Spruce Street, asked if any of the items that were taken out of the budget last year and put into the referendum put back into the budget this year.

Mr. Sincaglia said that there were no facility related items put into the budget this year.

#### ADOPTING BUDGET FOR THE 2002/2003 SCHOOL YEAR:

Mr. Cafone presented and moved the adoption of the following resolution, seconded by Dr. Parisi:

WHEREAS, the Board of Education of the Township of Nutley adopted a tentative budget for the 2002/2003 school year on March 13, 2002, and

WHEREAS, said tentative budget was properly advertised on March 21, 2002, and

WHEREAS, the Public Hearing on the budget was conducted on March 25, 2002,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education hereby adopts the official budget for the 2002/2003 school year in the following amounts:

General Fund	\$39,587,022
Special Revenue Fund	1,218,172
Debt Service	<u>153,341</u>
Total Budget	\$40,958,535 of which

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196.

the following amount shall be raised by local tax levy:

General Fund	\$32,800,135
Debt Service	<u>138,463</u>
Total	\$32,938,598

and,

BE IT FURTHER RESOLVED, That the Board also requests approval of the statutory spending Growth Limitation Adjustments as follows:

Enrollment	\$ 373,644
Non-Remote Transportation	228,259
Specialized Costs in Excess	
Excess of \$40,000	80,971
Use of Banked SGLA	<u>123,378</u>
Total	\$ 806,252

and,

BE IT FURTHER RESOLVED, That the Secretary be authorized to place on the ballot at the Annual School Election to be held on April 16, 2002 the proposal to approve the General Fund tax levy portion of the 2002/2003 school budget. (The complete budget for 2002/2003 is attached as APPENDIX I.)

The resolution was unanimously adopted.

#### APPROVAL OF MINUTES:

Copies of the minutes of the Regular Meeting held on February 25, 2002 at 8:05 p.m., the Special Meeting held on February 20, 2002 at 7:00 p.m. and the Special Meeting held on February 11, 2002 at 7:22 p.m., being in the hands of each member, reading of same was dispensed. Mr. Restaino moved that the minutes be approved, seconded by Mrs. Alamo and unanimously approved by the Board.

Mr. Moscaritola entered at 7:55 p.m.

#### COMMUNICATIONS:

Mr. Sincaglia presented and read the following communications:

1. A thank-you note from the family of John Nebesni, husband of Marie Nebesni and father of Peggy Hollywood, for the Board's expression of sympathy.
2. A thank-you note from Jack Suffren for the Board's kind expression of sympathy for the passing of his mother.

#### SECRETARY'S REPORT:

Mr. Sincaglia presented the Report of the Secretary as of February 28, 2002. (See attached report.)

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Mr. Genitempo moved that the Board accept the Report of the Secretary, seconded by Mr. Restaino. On a roll call vote the resolution was unanimously adopted.

#### TREASURER'S REPORT:

Mr. Sincaglia presented the Report of the Treasurer of School Moneys as of February 28, 2002. (See attached report.)

Mr. Pelaia moved that the Board accept the Report of the Treasurer of School Moneys, seconded by Mr. Restaino. On a roll call vote the resolution was unanimously adopted:

#### SUPERINTENDENT'S REPORT:

Dr. Serafino introduced Miss Barbara Hirsch, Director of Special Services, who gave the following report on our special education on-site monitoring:

"On-site special education monitoring was conducted in the Nutley Public School District on January 22, 23, and 24, 2002. The purpose of the monitoring visit was to verify the district's report of findings resulting from their self-assessment and to review the district's improvement plan. The district is commended for the thorough and comprehensive review conducted during the self-assessment process. As a result of this review the district was able to identify nearly all areas of need and develop and improvement plan that with some revision, will be sufficient to bring about systemic change. The district is further commended for the many areas that were determined by the district and verified by the Office of Special Education Programs as compliant with federal and state statutes and regulations.

"At a focus group meeting held prior to the monitoring visit and during parent interviews, parents expressed their satisfaction with many of the district's programs and services. However, some parents indicated they believed that at times there is insufficient communication between parents and school personnel. Interviews with adult students during on the on-site visit reiterated satisfaction with Nutley Public School District programs and services.

"Areas identified as consistently compliant by the district during self-assessment and verified during the on-site monitoring visit included the areas of policies and procedures, dissemination of IDEA information, related services, length of day/year, certifications, native language, direct referrals (parent/staff), summer referrals, bilingual evaluations, participants at planning meetings, turning age five, implementation dates, 90-day timelines, nonacademic/extracurricular participation,

continuum for Kindergarten through twelve, age of majority, age fourteen transition service needs, preference/interests, age participation in statewide assessment, approved accommodations/modifications, alternate assessment, choice of diploma, graduation participation, class size/waiver, age range/waivers, group sizes/speech therapy, access sheets, maintenance, destruction and documentation of other locations of records.

"During the self-assessment process, the district identified areas of need regarding professional/parent development, extended school year, transfer students, facilities, surrogate parents, consent, notice of meetings, written notices, meetings, independent evaluations, Child Find, referral process, health summary, timelines and participants for identification meetings, multi-disciplinary evaluations for ESERS, functional assessment, written reports, acceptance/rejection of reports, reevaluation timelines, reevaluation planning and eligibility meetings, criteria, statement of eligibility, copy of evaluation reports to parents, IEP participants, considerations/required statements, goals & objectives related to the CCCS, annual review timelines, teacher access/responsibility, individualized decision making, Oberti factors, consideration for regular education statements, regular education access, courses, agency involvement, student/agency invitation, discipline, IEP documentation, home instruction and access/request for student records.

"The on-site visit identified additional areas of need within the various standards regarding documentation of vision and hearing screenings, standardized assessments for preschool disabled, multidisciplinary assessments for ESLS and preschool disabled, participants at ESLS and preschool disabled eligibility meetings, continuum for preschool disabled, preschool transition planning conference and written notice of graduation.

"Within forty-five days of receipt of the monitoring report, the district will revise and resubmit the improvement plan to the Office of Special Education Programs to address the areas of need identified during the on-site visit and those areas that require revisions to the improvement plan."

Dr. Serafino commended Miss Hirsch and her staff for their efforts. She stated that special education has always been very dear to Nutley since they were one of the first districts in the state to have a special education program.

Dr. Serafino said that another evaluation that took place in the high school during this year was the middle states evaluation and at the exit conference the head of the committee, Mrs. Foley, read the following statement:

"This comprehensive evaluation report reflects the findings of the school's self-study and those of the committee's evaluation team.



If used properly, these findings along with the school improvement goals and action plans established in the school's Phase I plan, can provide a blueprint for the administration and faculty to improve the quality of programs and services for the students in Nutley High School.

"A school's continued accreditation is based on 4 assessments made by the Commission on Secondary Schools. The first of these assessments will take place approximately 2-1/2 years following this evaluation visit. At this point, Nutley High School must demonstrate that it is making satisfactory progress implementing the recommendations of this evaluative team. Additionally, you must also demonstrate that you have made successful strides in implementing your Phase I school improvement goals.

"The second assessment will take place approximately 5 years after the evaluation visit at which we must present further evidence of successful implementation of both recommendations and school improvement goals. At this point this school must also present its next set of school improvements, or Phase II, goals to be implemented in the next 5-year period.

"The third assessment will take place at or about the 7-1/2 year period following this evaluation visit. This assessment requires your school to demonstrate continued evidence of satisfactory completion of the visiting team's initial recommendations, as well as the progress being made on your new set of school improvement goals. Finally, the fourth assessment takes place at the 10-year mark when Nutley High School must present evidence of successful completion of all recommendations and Phase II goals. At any point in the assessment process, the Commission may request a special report on one or more of the standards or any of the school improvement goals that may not have been met.

"Both I and the entire committee believe that Nutley High School will have no difficulties in meeting any of the assessment requirements. We found our self-study to be comprehensive, thorough, honest and realistic. It was obvious very early on that our task would be made easier because your handling of the self-study was done so efficiently and completely. The faculty at Nutley High School is not only hardworking but it is dedicated, caring and goes beyond the ordinary in its efforts to do a commendable job. Our committee found everyone to whom we spoke to be cooperative, sincere and honest in their appraisals of their immediate discipline, the school's standards and the administrative efforts. The goals and action plans chosen are realistic for the community and its situation.

"The Nutley community is indeed fortunate to have such loyal supporters of the school system and the community itself. It is very obvious that a real sense of family exists not only within the confines of this building but

also extends throughout the town and its organizations. The Board of Education has endeavored to provide its people with a traditional, solid educational program, and while the staff and administration move this education forward, they also recognize its need for improvement and renewal on a regular basis. We saw ample evidence of this fact in the various reports submitted and in the forthcoming attitude of all involved in this worthwhile process.

"Our committee found the practice of the "open school" to be exemplary. Our conversations with the students revealed their sense of responsibility for their own actions and we believe that the faculty and administration have provided an atmosphere of learning these life skills by example. The students' behavior and attitude toward one another and their teachers is one of respect and admiration. We spoke with a good cross-section of the student body and without exception, they all indicated how comfortable they felt in dealing with each of you; you provide them with a sense of security and safety, as well as a feeling that they can always turn to someone here when in need.

"The visiting team commends the Superintendent, the Nutley Board of Education, Mr. Zarra and this two assistant principals, the entire faculty and support staff and the students for the appearance of its facility. In spite of its age, Nutley High School is a place that is well-kept, is in good repair, and provides a pleasant atmosphere for those who spend most of their waking hours here. The stability of the teaching staff is a positive factor in the learning process and Mr. Zarra's positive tone, personality and visibility contribute to the feeling of warmth and security so obvious in the students. Their contentment reveals itself in their willingness to participate in so many extra-curricular activities, many of which take place within the school itself.

"In closing, the entire evaluation team and I would like to extend our thanks to all of you for your hospitality, generosity and overall thoughtfulness. You have made our last three days more than bearable; it has been a most pleasant, albeit hard working, experience and we are grateful to have been chosen to visit your high school. In particular, I would like to thank Ann and Nancy, your two Steering Committee Co-Chairs for their efforts and organization, let alone for their almost endless attention to any of our requests or needs. We will all go home perhaps a few pounds heavier because of their graciousness and attentive actions. We feel our visit was a very productive one and all of your efforts helped to make it so. While it is not within our domain to grant accreditation, we can recommend that the Middle States Commission on Secondary Schools does so and we will certainly make that recommendation without reservation or hesitation.

"Once again, our thanks and best wishes for continued success in your educational endeavors. Nutley High School is a place of which you can all be proud."

Dr. Serafino commended Mr. Zarra and the entire staff of the school for this outstanding evaluation.

Mr. Pelaia asked to have the Middle States Evaluation Report put on the web site.

On behalf of the Board, Dr. Casale thanked Mr. Zarra for being responsible for the positive attitude that is found throughout the high school.

Dr. Serafino presented and read the following report:

#### "Informational Items"

"The District-Wide Elementary Music Program will be conducted in the high school auditorium on Tuesday, March 26, at 7:30 p.m.

Schools Closed - March 29 - Good Friday

"World Language Honor Society Induction, Nutley High School, April 3 at 7:30 p.m.

#### "Testing Dates:

Terra Nova	- Gr. K-7	- April 8-12
BSIP	- Gr. 8	- April 8-12

"Presentations of the 2002/2003 Budget will be made on:

Tuesday,	April 2	Spring Garden School
Thursday,	April 4	Yantacaw School
Tuesday,	April 9	Lincoln School

"Third quarter report cards will be distributed on Friday, April 12, 2002.

"CAT Open House - April 13, 2002

"Attached is the student enrollment chart as of February 28, 2002

"School Board Election - April 16

"We hope to include in our revenues for the upcoming year additional funds from our Coca-Cola contract. She thanked Mr. Moscaritola for his efforts."

Dr. Casale also commended Mr. Moscaritola for all his efforts regarding the corporate sponsorship of Coca-Cola. He also thanked Dr. Serafino, Mr. Sincaglia and Mr. Zarra for their help and support of this partnership.

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FIRE DRILL REPORT:

Fire drills held during the month of February were as follows:

Feb.	4	Franklin School	2:15 p.m.	2 min. 15 secs.
Feb.	4	Lincoln School	1:46 p.m.	1 min. 38 secs.
Feb.	7	Franklin School	1:24 p.m.	1 min. 59 secs.
Feb.	8	Radcliffe School	2:18 p.m.	1 min. 22 secs.
Feb.	8	Spring Garden School	2:21 p.m.	1 min. 25 secs.
Feb.	8	Washington School	2:50 p.m.	1 min. 35 secs.
Feb.	13	Spring Garden School	9:09 a.m.	1 min. 30 secs.
Feb.	13	Nutley High School	2:00 p.m.	1 min. 50 secs.
Feb.	14	Yantacaw School	8:46 a.m.	1 min. 40 secs.
Feb.	15	Radcliffe School	10:31 a.m.	1 min. 19 secs.
Feb.	15	Washington School	2:20 p.m.	1 min. 34 secs.
Feb.	15	Lincoln School	11:06 a.m.	1 min. 28 secs.
Feb.	15	Yantacaw	12:41 p.m.	1 min. 45 secs.
Feb.	26	Nutley High School	2:01 p.m.	2 min. 05 secs.
Feb.	27	Nutley High School	8:23 a.m.	2 min.

CAFETERIA REPORT:

Mr. Cafone presented the cafeteria report as of February 28, 2002, showing a 2001/2002 budget of \$743,918.00 contractual orders to date of \$469,745.52, leaving funds available of \$274,172.48.

COMMITTEE REPORTS:

Mr. Pelaia, Chairman of the Ad Hoc Substance Awareness Committee read the following statement:

"As Chairman of Board's Ad Hoc Substance Awareness Committee, I wish to report that the Committee has been meeting regularly over the Board term to review our policy on substance abuse and awareness. Our mission was simple: to draft an enhanced substance abuse/awareness policy for Nutley's schools and its students. While the goal was clear and important, the process was not simple and required a great deal of time and effort due to the many legal issues inherent in this policy.

"The Committee attempted to develop a draft policy that keeps in mind the principal components of its mission:

1. To assist with addictions and other problems with alcohol and other drugs;
2. To make the school setting as drug-free as possible.

3. To address the scourge of tobacco usage by students.

"The Committee believes that it has achieved these goals through the help of its members - each of whom made invaluable contributions of their time and knowledge to every part of the draft policy. In that regard, I would first like to thank Board Member, Vincent Moscaritola, a person with many years of experience as a law enforcement officer and with a specific expertise in the areas of drug enforcement policy, who acted as my Vice Chair of the Committee. Further, I would like to individually thank every member of the Committee who made significant contributions to this important work:

Board members, Agnes Roncaglio and Board President Dr. Philip Casale; Dr. Kathleen Serafino; Dr. James Vivenetto; Joseph Zarra, High School Principal; John Callichio, Middle School Principal; Greg Catrambone, High School Vice Principal; and Lisa Santasusso and Joseph Capello, District Substance Awareness Counselors.

"Each of them made the revision of this policy a priority and attended the many meetings of the Committee without remuneration.

"The draft policy that you will be receiving in your next Board package reflects the work product of a long process. However, it is meant to be a work-in-progress and is not intended to be the final product. It will soon be time for the entire Board to provide their insights, ideas, suggestions and to craft the final policy. I'm sure that we all agree that the goal must be to have the best substance awareness policy we can, taking into account the ever-changing legal landscape. So we ask that each Board member take time during the upcoming few weeks to analyze the draft policy, so that we can fully discuss it in the near future. Hopefully, we can have the new policy implemented in time for the start of school in September 2002. I will speak to that process in a few moments.

"The Committee revamped the current policy, with an eye towards giving both administrators and teachers more tools to combat substance addiction while ensuring that each student receives the help he or she may need. Further, we drafted this policy to provide our students, staff, and families the resources necessary to strive to ensure that our children are learning in a drug, alcohol and tobacco free environment.

"I will ask that the commencement of the new Board term, that the President of the Board schedule conference meetings at which both the Board and the public will have ample opportunity to lend their voices to this policy. I will also ask the Superintendent to obtain the input of our fine

staff. I look forward to an open dialogue that will further the work already done and will ensure the greatest possible support by the entire Nutley community. The students deserve no less."

Dr. Serafino commended Mr. Pelaia for an excellent job in heading this Committee.

Mr. Genitempo stated that as a member of the Public Information Committee, he wanted to bring to the attention of the Board members a copy of a letter that was sent to every organization in town with regard to Board representation to discuss the referendum at their meetings.

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

None

#### CERTIFICATION OF MAJOR ACCOUNT FUND STATUS:

Mr. Cafone presented and moved the adoption of the following resolution, seconded by Mr. Moscaritola. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That, pursuant to NJAC 6:20-2.13 (e), the Nutley Board of Education certifies that as of February 28, 2002, 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 overexpended in violation of NJAC 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Major accounts are General Fund and Debt Service.)

#### BILLS AND MANDATORY PAYMENTS:

Mrs. Alamo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education authorizes the payment of bills and mandatory payments in the total amount of \$3,836,045.35 as per the attached Schedule A which have been audited by the Business Office.

#### REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS:

Mrs. Alamo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education approves the requests

for the use of school buildings and grounds (Schedule B), provided they conform to the rules and regulations set by the Board of Education.

RESIGNATION - Professional Staff:

Mrs. Alamo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education accepts the resignation of the following personnel, effective July 1, 2002:

Lori A. Golden, School Psychologist  
Julie T. Schirra, Elementary Spanish Teacher

RESIGNATION - Instructional Aide:

Donna Ferraro

Mrs. Alamo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education accepts the resignation of Donna Ferraro, instructional aide, effective March 22, 2002.

RETIREMENT - Secretary/Business Administrator:

John C. Sincaglia

Mr. Genitempo presented and moved the adoption of the following resolution, seconded unanimously by the Board. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education hereby accepts, with regret, the notice of retirement from the Secretary/Business Administrator, John C. Sincaglia, said retirement to occur as of July 1, 2002.

Each Board member expressed their gratitude for his professionalism, integrity and knowledge throughout the years of his employment in the Nutley School System. They all agreed that his impeccable reputation is well-known throughout the state and his absence will be felt throughout the district.

Dr. Vivinetto said that Mr. Sincaglia's middle initial "C" stands for "Central Office" Sincaglia. He stated that Mr. Sincaglia's help throughout his years as Assistant Superintendent and Principal have been invaluable and it will be very hard to replace him.

Dr. Serafino stated that she relied on him tremendously as Superintendent of Schools during the last four years and thanked Mr. Sincaglia for all his help and assistance. She said that he is called upon by other Business Administrators throughout the state for advice and is known as a Business Administrator's Business Administrator. She said he will be sorely missed.

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Mr. Sincaglia spoke about his position as Business Administrator for the past sixteen years for the Nutley Board of Education and said it has been a pleasure to serve the children and the people of this town.

Mr. Restaino left at 8:35 p.m.

RETIREMENT - Teacher:

Daniel Kimberley

Mr. Genitempo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education accepts the retirement of Daniel Kimberley, high school teacher, effective July 1, 2002.

LEAVE OF ABSENCE - Physical Education  
Department Chairperson:

Anna Melnyk

Mr. Genitempo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education approves a leave of absence, without pay, for Anna Melnyk, for the 2002/2003 school year.

APPOINTMENT - Teacher Substitute:

Cosmo Braico, Jr.

Mr. Genitempo presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education appoints Cosmo Braico, Jr. as teacher substitute for the 2001/2002 school year, at the per diem rate of \$70.00, in accordance with the per diem rate established by the Board of Education.

BE IT FURTHER RESOLVED, That the Board approves the application for emergent hiring of Cosmo Braico, as per the state criminal review procedure.

APPOINTMENT - Head Custodian:

Christopher Weinstein

Mr. Moscaritola presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education appoints Christopher Weinstein as high school head custodian for the 2001/2002 school year, effective April 1, 2002, at the annual salary of \$47,740 (prorated), 5-Max 3, in accordance with the 2001/2002 Buildings and Grounds Salary Guide.

March 25, 2002



APPOINTMENTS - Teacher Substitutes:

Mr. Moscaritola presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the teacher substitutes listed on the attached Schedule C be approved for the 2001/2002 school year.

APPOINTMENT - Substitutes:

Mr. Moscaritola presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the following substitutes be approved for the 2001/2002 school year:

School Aide

Mary Lamia  
Anna Marzullo

School Bus Aide

Angela Gil

School Bus Driver

\*Edward Miller

\*BE IT FURTHER RESOLVED, That the Board approves the applications for emergent hiring as per the state criminal review procedure.

ABOLISH POSITION:

Team Leader - Special  
Education High School

Mr. Moscaritola presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education abolish the position of Team Leader - Special Education High School for the 2002/2003 school year.

Mr. Restaino returned at 8:41 p.m.

March 25, 2002

APPROVAL - School-Age Extended Day Child Care Program - Kindergarten Tuition - 2002/2003 School Year:

Dr. Parisi presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education approves the Kindergarten Tuition for the School-Age Extended Day Child Care Program for the 2002/2003 school year:

	<u>Hours</u>	<u>2002/2003</u>
Five Day Program	11:30 a.m. - 3:20 p.m.	\$182.00 per month
	11:30 a.m. - 6:00 p.m.	\$320.00 per month
Three Day Program	11:30 a.m. - 3:20 p.m.	\$117.00 per month
	11:30 a.m. - 6:00 p.m.	\$214.00 per month

APPROVAL OF GUIDANCE K-8 REVIEW:

Dr. Parisi presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education approves the Guidance K-8 Review presented at the March 11, 2002 Conference Session.

APPROVAL OF CALENDARS - 2002/2003 School Year:

Dr. Parisi presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education adopts the following attached calendars for the 2002/2003 school year:

School Calendar	- Schedule D
Calendar for Twelve-Month Employees	- Schedule E

Dr. Serafino said that since we did not have snow days this year, she recommended to the Board, and it was approved, that the Friday before Memorial Day weekend the schools be closed. She also stated that the last day of school will be June 21, 2002.

**MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT  
OFFICIALS:**

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Dr. Parisi presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That in accordance with the N.J.A.C. 6:29-10.1 et seq., the Board approves the Memorandum of Agreement and Addenda between Education and Local and County Law Enforcement Officials, and

BE IT FURTHER RESOLVED, That this Agreement and Addenda be forwarded to the County Superintendent of Schools for approval.

**ADDENDUM TO AGREEMENT BETWEEN THE NUTLEY BOARD OF  
EDUCATION AND THE EDUCATION ASSOCIATION OF NUTLEY -  
2000/2003:**

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Mr. Pelaia presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was adopted with Mrs. Alamo, Mr. Cafone, Mr. Genitempo, Dr. Parisi, Mr. Pelaia, Mr. Restaino, Mrs. Roncaglio and Dr. Casale voting aye, and Mr. Moscaritola abstaining.

BE IT RESOLVED, That the Board of Education approves the addendum to the Agreement with the Education Association of Nutley for 2000/2003 regarding payment of stipend for the High School Peer Leadership Club (Schedule C).

**EXTRA COMPENSATION:**

Mr. Pelaia presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the following personnel be paid extra compensation in the amounts indicated for services rendered:

**Health Dynamics Classes – March, 2002**

Rose Cioffi	Total	\$ 250.00
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**Compositional Writing – NLAT Review –  
Grades 1-8 – March 2, 2002**

Rita Alfaro	\$ 133.60
Dianne DeRosa	186.52
Linda Gilroy	133.60
Patricia Griffin	133.60

March 25, 2002

Compositional Writing – NLAT Review –  
Grades 1-8 – March 2, 2002 (contd.)

Lesslie Licameli	133.60
Joan Lightfoot	133.60
Beverly Masullo	133.60
Gail Reilly	<u>133.60</u>

Total	\$1,121.72
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"Appleworks/Internet in the Classroom" Workshop on  
October 16, 18, November 27, 29 and December 4, 2001

Christina Osieja	Total	\$ 434.30
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Spring Sports Physical Examinations -  
February 6 and 27, 2002

Rose Cioffi	\$ 100.20
Nicole Errante	66.80
Katherine Flannery	66.80
Marcellino Marra	66.80
Denise Norton	33.40
Eric Puzio	66.80
Lawrence Tuorto	<u>58.45</u>

Total	\$ 459.25
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Mathcounts Competition - February 9, 2002

Nancy Foglio	\$ 233.80
Bethany Anne Raiser	<u>233.80</u>

Total	\$ 467.60
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Payment for Teachers for Special Instruction

Toby D'Ambola	\$ 455.00
Leann Martin	280.00
Jack Suffren	140.00
David Sorensen	<u>280.00</u>

Total	\$1,155.00
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Language Arts/Mathematics Basic Skills Curriculum  
Review Grades 1-8 - February 28, 2002:

Lottie Alama	\$ 33.40
Deborah Caputo	33.40
Kelli Cerniglia	33.40
Mariana Francioso	\$ 46.63
Cheryl Kozyra	33.40
Cynthia Lynch	33.40
Lynn Mosior	33.40
Heather Peluso	33.40
Lorraine Rubenstein	33.40
Joanne Tibaldo	33.40
Jenifer Wilson	<u>33.40</u>

Total \$ 380.63

Saturday Workshops on ESPA Mathematics -  
March 2 and 9, 2002

Kimberly Algieri	\$ 133.60
Deborah Caputo	267.20
Arlene Nardiello	133.60
Kelli Cerniglia	267.20
Dolores Contreras	267.20
Joyce Cunningham	267.20
Patricia Fischer	133.60
Marilyn Hannon	267.20
Doreen Holland	267.20
Sheryl Lynn Holly	267.20
Elaine Karsnak	133.60
Kathleen Koribanick	133.60
Maureen Lazur	267.20
Laura-anne MacMillan	267.20
Valerie Martin	267.20
Florence Meyers	133.60
Lynn Mosior	267.20
Rebecca Olivo	83.50
Carol Perrone	267.20
Mary Pontrella	267.20
Laura Reid	267.20
Lorraine Rubenstein	267.20
Deborah Schop	267.20
Joanne Tibaldo	<u>267.20</u>

Total \$5,427.50

March 25, 2002

Central Detention Coverage – February, 2002High School

AnneMarie Kowalski	\$ 235.30
Lawrence Tuorto	54.30

Franklin School

Joseph Cappello	126.70
Christopher Chern	18.10
Thomas Grant	<u>18.10</u>

Total	\$ 452.50
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Saturday Morning Suspensions – February, 2002High School

AnneMarie Kowalski	\$ 151.32
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Franklin School

Joseph Cappello	75.66
Becky Pandolfi	<u>75.66</u>

Total	\$ 302.64
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Intramurals - January 2 - February 15, 2002

Jennifer Citarella	\$ 336.57
Lawrence Mitschow	<u>440.13</u>

Total	\$ 776.70
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TUITION REIMBURSEMENT:

Mr. Pelaia presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That, in accordance with existing employment agreements, the following personnel receive reimbursement for tuition expenses:

Name

Darren Groh	Total	\$ 450.00
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LONGEVITY PAY:

Mr. Pelaia presented and moved the adoption of the following resolution, seconded by Mrs. Roncaglio. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the following longevity payments be authorized:

<u>Name</u>	<u>Amount</u>		
Donald DiGiovine	\$1,290.00	Eff. April 1, 2002	(25 yrs.)
Monica Rhein	\$ 420.00	Eff. April 2, 2002	(15 yrs.)
Ellen Wolf	\$ 210.00	Eff. April 2, 2002	(15 yrs.)

DESIGNATION OF ACCOUNT SIGNATORIES - Franklin School:

Mr. Restaino presented and moved the adoption of the following resolution, seconded by Mr. Genitempo. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the official signatories for the Franklin School Account at Valley National Bank be designated as follows:

John Calicchio, Principal  
or  
Margaret Murray, Vice Principal

and

Catherine Isabella

SPECIAL CLASS PLACEMENT - Educationally Disabled Students:

Mr. Restaino presented and moved the adoption of the following resolution, seconded by Mr. Genitempo. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education authorizes the attendance of students in out-of-district special education classes for the 2001/2002 school year as follows:

<u>School</u>	<u>No. of Students</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Tuition</u>
Essex Valley H.S. West Caldwell, NJ	1	MD	2/27/02	\$12,387.24

March 25, 2002

<u>School</u>	<u>No. of Students</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Tuition</u>
High Point School Lodi, NJ	*1	SLD	3/11/02	\$10,760.64
*Note: This is a change in placement for this student.				
Sage Day School Boonton, NJ	*1	ED	3/12/02	\$11,885.13
*Note: This is a change of placement for this student.				

#### TRANSFER OF FUNDS:

Mr. Restaino presented and moved the adoption of the following resolution, seconded by Mr. Genitempo. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That transfers in the 2001/2002 General Fund Budget be confirmed as follows:

<u>From</u>		<u>To</u>	
Account 11-402-100-100	\$12,300	Account 11-204-100-610	\$ 300
Account 11-999-291-260	<u>12,800</u>	Account 11-215-100-101	300
		Account 11-240-100-610	50
		Account 11-401-100-600	3,700
	\$25,100	Account 11-401-100-800	6,700
		Account 11-999-100-562	10,000
		Account 11-999-213-300	2,000
		Account 11-999-218-800	350
		Account 11-999-230-600	500
		Account 11-999-240-500	<u>1,200</u>
			\$25,100

#### ACCEPTANCE OF NOTICE OF ADDITIONAL FUNDING - Chapter 193 - 2001/2002 School Year:

Mrs. Roncaglio presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education accepts notice of additional funding for Chapter 193 in the amount of \$1,186 for the 2001/2002 school year.

#### ACCEPTANCE NOTICE OF APPROVAL OF CARRY-OVER APPLICATION - Improving America's Schools Act (IASA) - FY 2001:

Mrs. Roncaglio presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:



BE IT RESOLVED, That the Board of Education approves acceptance of the notice of approval of carry-over application for Improving America's Schools Act (IASA) for FY 2001 in the following amounts:

Title I	\$ 2,148
Title II	1,029
Title IV	402
Title VI	<u>374</u>
	\$ 3,953

AMENDMENT APPLICATION FOR CLASS SIZE REDUCTION -  
FY 2001:

Mrs. Roncaglio presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education approves the amendment application for Class Size Reduction - FY 2001.

ESTABLISH DATE FOR REORGANIZATION MEETING OF THE BOARD  
OF EDUCATION:

Mrs. Roncaglio presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the reorganization meeting of the Board of Education be held on Monday, April 29, 2002 at 7:30 p.m. in the Radcliffe School Multi-Purpose Room.

MEMORIAL:

Mrs. Paula Brill

Mr. Cafone presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mrs. Paula Brill on February 25, 2002, and

WHEREAS, Mrs. Brill was employed in September, 1984 as a Basic Skills teacher in the Nutley Public Schools and had a distinguished educational career until her retirement in June, 1998, and

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

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

March 25, 2002

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

Dr. Serafino said that Mrs. Brill was wonderful to work with and a very dedicated employee. She extended her sympathy to Mrs. Brill's family.

SPECIAL CLASS PLACEMENT - Educationally Disabled Students:

Mrs. Alamo presented and moved the adoption of the following resolution, seconded by Mr. Restaino. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education authorizes the attendance of students in out-of-district special education classes for the 2001/2002 school year as follows:

<u>School</u>	<u>No. of Students</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Tuition</u>
Lakeview Learning Ctr. Wayne, NJ	1	ED	3/19/02	\$10,171.46
Therapeutic School Belleville, NJ	*1	ED	3/25/02	\$12,016.80
*Note: This is a transfer student.				
Bergen Center for Child Development Haworth, NJ	*1	MIC	3/25/02	\$ 9,378.60
*Note: This is a transfer student.				

AGREEMENT FOR EDUCATIONAL SERVICES WITH LOVAAS INSTITUTE FOR EARLY INTERVENTION:

Mr. Cafone presented and moved the adoption of the following resolution, seconded by Mr. Moscaritola. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Nutley Board of Education confirms approval of the agreement for educational services with the Lovaas Institute for Early Intervention for the 2001/2002 school year effective January 14, 2002.

ACCEPTANCE OF NOTICE OF ADDITIONAL FUNDING - Chapter 193 - 2001/2002 School Year:

Mr. Genitempo presented and moved the adoption of the following resolution, seconded by Dr. Parisi. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Board of Education accepts notice of additional funding for Chapter 193 in the amount of \$3,557 for the 2001/2002 school year.

#### TRANSPORTATION SERVICES AGREEMENT:

Dr. Parisi presented and moved the adoption of the following resolution, seconded by Mr. Pelaia. On a roll call vote the resolution was unanimously adopted:

BE IT RESOLVED, That the Secretary be authorized to enter into transportation agreements with the Hopatcong Borough Board of Education (Sussex County Regional Cooperative) for transportation of Special Education students for the 2002/2003 school year. The agreement will provide coordinated transportation services between the Hopatcong Borough Board of Education and any joining districts.

BE IT FURTHER RESOLVED, That any agreements be presented for ratification at the next succeeding meeting of the Board of Education.

#### HEARING OF CITIZENS:

Chrys Carlo, 57 Spruce Street, asked if concrete could be put in place of the grass that is between the curb and sidewalk in front of Spring Garden School. She said when the children get out of the cars during rain or snow it is very muddy.

Mr. Sincaglia said that he would look into the cost of replacing the grass with concrete or asphalt.

Mr. Moscaritola, Mr. Restaino and Dr. Parisi continued discussing the problem in front of Spring Garden School and it was decided that the Principal of Spring Garden should be consulted regarding the concrete or asphalt replacement, if any.

Ken Reilly, 33 Raymond Avenue, asked if there is ever going to be closure on moving the school busses from Radcliffe School.

Dr. Casale said that there were several sites that the Board looked at but they were not financially adequate. He said he is meeting with Commissioner Tucci to see if there are any public properties that could be used. He added that the Board knows its not the best situation and they are working very hard to get the busses out of Radcliffe.

Mr. Reilly said that in looking at the budget he noticed that the greatest spike is the health insurance and asked if there was something driving that increase.

Mr. Sincaglia said that there was a dramatic increase in the state health benefits program this year and that is what is responsible for the increase.

#### OLD BUSINESS:

None

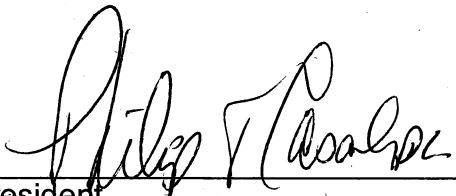
March 25, 2002

NEW BUSINESS:

Mrs. Alamo spoke about a concept of having a student Board member. She said it would be a Nutley High School student that would act as a liaison between the student body and the Board of Education. She added that the person is not a voting member of the Board and would not be present at closed sessions. She said she would provide information that the Board could review before they come to a decision.

ADJOURNMENT:

There being no further business to come before the Board, on a motion made by Mr. Pelaia, seconded by Mr. Moscaritola, the meeting adjourned at 9:05 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

4-15-02  
\_\_\_\_\_  
Date