

NUTLEY BOARD OF EDUCATION

REGULAR MEETING FEBRUARY 24, 2003

The Nutley Board of Education held a Regular Meeting on Monday, February 24, 2003 at the Radcliffe School Multi-Purpose Room, 379 Bloomfield Avenue, Nutley, NJ 07110.

President Cafone opened the meeting at 8:10 PM

**CALL TO
ORDER**

MEETING NOTICE

**MEETING
NOTICE**

President Cafone stated that in compliance with Chapter 231, Public Law 1975 entitled Open Public Meetings Act, adequate notice of this meeting had been provided as specified in the Act. Proper notice of this Regular Meeting was provided in the annual notice dated April 29, 2002. Said notice was posted at the entrance of the Board of Education offices, mailed to The Nutley Sun, The Star Ledger, The North Jersey Herald & News and The Nutley Journal and mailed to the Nutley Township Clerk.

This is an official meeting.

FLAG SALUTE

**FLAG
SALUTE**

President Cafone led the assembly in the flag salute.

ROLL CALL

**ROLL
CALL**

Present: Mrs. Maria Alamo
Dr. Philip T. Casale
Mr. Gerard Del Tufo
Mr. Alan Genitempo
Mr. Sal Olivo
Dr. Gerard M. Parisi
Mr. Joseph C. Pelaia
Mr. Alfred R. Restaino, Jr.
Mr. John Cafone

Also Present: Dr. Kathleen C. Serafino, Superintendent of Schools
Mr. James Mallen, Business Administrator/Board Secretary
Dr. James Vivinetto, Assistant Superintendent
Mr. Jonathan Orr, Student Representative, NHS

APPROVAL OF MINUTES

**APPROVE
MINUTES**

BE IT RESOLVED that the Board of Education approves the minutes of the Special Meeting of January 22, 2003, the Regular, Conference and Closed Executive Session meetings of January 27, 2003, the Conference meeting of February 10, 2003 and the Special meeting of February 12, 2003.

Trustee Restaino moved, Trustee Parisi seconded and the Board approved by roll call vote the motion to approve the meeting minutes.

CORRESPONDENCE

CORRESPONDENCE

Mr. Mallen presented and read the following correspondence:

A thank-you note from Betsy Foote for the Board's expression of sympathy on the passing of her mother.

A thank-you note from the family of Jack Sperry for the Board's expression of sympathy on his passing.

A thank-you note from the Nicolette family for the Board's expression of sympathy for the loss of their mother.

SPECIAL ORDER OF BUSINESS

**SPECIAL ORDER
OF BUSINESS**

Superintendent Serafino welcomed everyone in attendance and announced that special awards will be presented tonight to students for both academic and athletic achievements. Dr. Serafino then introduced Nutley High School Principal Mr. Joseph Zarra who introduced Guidance Director Mrs. Anne Starace and several coaches who announced the recipients of the academic and athletic awards stated on Schedule A as appended to these minutes.

RECESS MEETING

RECESS

At 8:35 p.m. upon the suggestion of President Cafone, Trustee Casale moved, Trustee Genitempo seconded, and the Board unanimously approved by voice vote a motion to recess.

RECONVENE MEETING

RECONVENE

At 8:50 p.m. Trustee Genitempo moved, Trustee Parisi seconded and the Board unanimously approved by voice vote a motion to reconvene the open public meeting.

SUPERINTENDENT'S REPORT

SUPT'S REPORT A

Dr. Serafino presented the Superintendent's Report dated February 24, 2003, Schedule A, which is appended to the minutes of this meeting.

BOARD SECRETARY'S REPORT

**BOARD
SECRETARY'S
REPORT**

Board Secretary Mallen presented the Board Secretary's Report dated February 24, 2003 as listed on the agenda.

HEARING OF CITIZENS (Resolutions Only)

**HEARING OF
CITIZENS**

Resident Joseph Beckmeyer asked about identification cards and asked questions regarding several checks on the bill list.

President Cafone responded where appropriate.

SUPERINTENDENT'S RESOLUTIONS

**SUPT'S
RESOLUTIONS**

Trustee Restaino moved and Trustee Casale seconded a motion that the Board approve the Superintendent's Resolutions numbers 1 through 17 as listed below.

The resolutions were unanimously approved by roll call vote as follows: Ayes 8, Noes 0 with Trustee Olivo abstaining on Resolution 12 – Extra Compensation.

1. **RETIREMENTS – Professional Staff**

**RETIREMENTS
PROF STAFF**

BE IT RESOLVED that the Board of Education approves the acceptance of the retirement of the following personnel, effective July 1, 2003:

Richard S. Dalli	Elementary Teacher
Thomasina Hyland	High School Teacher
Brian J. McGinley	High School Teacher
Linda S. Pote	High School Teacher
Rosanna J. Tangorra	Elementary Teacher

2. **RESIGNATION – Instructional Aide**

**RESIGN
INSTR AIDE**

BE IT RESOLVED that the Board of Education approves the acceptance of the resignation of Mrs. Patricia Bankuti, instructional aide, effective February 19, 2003.

3. **AMENDING APPOINTMENT - Change-in-Training Level**

**AMEND
CHANGE
TRAINING
LEVELS**

BE IT RESOLVED that the Board of Education approves the amending of the resolution, approved at the January 27, 2003 Board Meeting, of Donna Hutcheson to reflect a change in step and salary to Max. 3, \$77,943, prorated.

**AMEND
LEAVE
INSTRUCT
AIDE**

**4. AMENDING RESOLUTION - LEAVE OF ABSENCE
Instructional Aid**

BE IT RESOLVED that the Board of Education approves the amending of the resolution, approved at the January 27, 2003 Board Meeting, of Melissa Rosamilia to reflect a change in return date to February 24, 2003.

**RESCIND
AMEND
CHANGE
TRAINING
LEVEL**

5. RESCIND APPOINTMENT - Change-in-Training Level

BE IT RESOLVED that the Board of Education approves the rescinding of the change-in-training level originally approved at the January 27, 2003 Board Meeting for the following personnel:

Michele Cristantiello
Susan Neri

**APPOINT
ATHLETIC**

6. APPOINTMENT – Athletic

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Patrick Gabriele as assistant baseball coach for the 2002-03 school year, at the salary of \$4,062 Step 1, in accordance with the 2002-03 Athletic Salary Guide.

**APPOINT
VOLUNTEER
COACH**

7. APPOINTMENT – Volunteer Coach

BE IT RESOLVED that the Board of Education approves the appointment of Miss Sarah Clarke for the position of Volunteer Softball Coach for the 2002-03 school year.

**APPOINT
EXTENDED
DAY**

8. APPOINTMENT - BOE Extended Day Program

BE IT RESOLVED that the Board of Education approves the appointment of the School Age Extended Day Program employee listed below for the 2002-03 school year at the salary indicated:

<u>P/T Child Care Teacher</u>	<u>Hourly Rate</u>
Jaimee Giglio	\$20.00

**LEAVE
TEACHER**

9. LEAVE OF ABSENCE - Teacher

BE IT RESOLVED that the Board of Education approves a childrearing leave of absence for Mrs. Linda Batson, elementary teacher, effective May 6, 2003 for the 2002-03 school year with the provision that she notify the Superintendent of Schools of further teaching intentions no later than April 1, 2003.

**APPOINT
TEACHER
SUBS**

10. **APPOINTMENTS – Teacher Substitutes**

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B dated February 24, 2003 for the 2002-03 school year.

**APPOINT
SUB**

11. **APPOINTMENT– Substitute**

BE IT RESOLVED that the Board of Education approves the following substitutes for the 2002-03 school year:

Secretary/School Aide

Maria Melillo
Donna Maria Pezzino

Secretary/School Aide/Bus Aide/Cafeteria

Rose Ann D'Amato

School Aide

Lillian Bennett
Christine Pearce

**EXTRA
COMP**

12. **EXTRA COMPENSATION**

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

**ART CURRICULUM REVIEW K-8
February 1, 2003**

Robyn Burns	\$138.56
Hillary Hill Trovato	138.56
Anne Laudadio	138.56
Lisa Maniscalco	138.56
Mary Pagana	180.16

**BASIC SKILLS CURRICULUM DEVELOPMENT
Grades 7-12 – January 15, 2003**

Nicole Groninger	\$ 69.28
Jolinda Griwert	69.28
Walter King	69.28
Marilyn Testa	90.08
Patricia Trainor	69.28

FINE/INDUSTRIAL ARTS CURRICULUM -
October 10, 24 and November 5, 14, 2002

George Ackerman	\$373.04
Carl Ohlson	277.12
Andrew Retz	277.12
Sharon Romaglia	277.12
Louis SanGiovanni	277.12

HSPA MATH SCORE REVIEW COMMITTEE
January 15 and 16, 2003

Raymond Chapman	\$103.92
Toby D'Ambola	139.89
Susan Gesumaria	103.92
Leann Martin	103.92
David Sorensen	103.92

LANGUAGE ARTS LITERACY READING COACHES
Grades 1 and 2 – February 1, 2003

Rita Alfaro	\$138.56
Kerry Bowes	138.56
Dana Capaccio	138.56
Andrea Carnevale	138.56
Amelia Cerisano	138.56
Kellie Cerniglia	138.56
Dolores Contreras	138.56
Michelle Cristantiello	138.56
Antoinette Frannicola	138.56
Patricia Griffin	138.56
Cynthia Healy	186.52
Kathryn Koribanick	138.56
Susan LaReau	138.56
Paula Lee	138.56
Joan Lightfoot	138.56
Heather Monterosa	138.56
Linda Moscaritola	138.56
Lynn Mosior	138.56
Eileen O'Mara	138.56
Mary Pontrella	138.56
Kristin Puzio	138.56
Gail Reilly	138.56
Lorraine Rubinstein	138.56
Lynn Sorrentino	138.56
Carol Von Achen	138.56

HEALTH DYNAMICS CLASSES –
Month of January, 2003

Rose Cioffi	\$250.00
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P.A.T. COMMITTEE MEETING
January 23, 2003

Suzanne Hagert	\$51.96
Rebecca Olivo	51.96
Niki Vlasakakis	51.96

PAYMENT FOR ZERO PERIOD BASIC SKILLS
CLASSES – December, 2002 and January 2003

Leann Martin	\$440.00
David Sorensen	360.00

PAYMENT FOR CONDUCTING FAMILY SCIENCE/
MATH WORKSHOPS – Month of January, 2003

Jeannette Andreula	\$540.48
Danielle Ferraro	540.48
Michelle Ferraro	540.48
Lisa Fitzgerald	540.48
Jill Freedman	540.48
Jainine Gambaro	540.48
Carol Gurney	540.48
Beverly Masullo	540.48
Ellen Napoli	540.48
Kevin Smyth	540.48

PAYMENT FOR TV BROADCAST OF BOARD MEETINGS

James Kelly	\$294.44
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CENTRAL DETENTION COVERAGE –
January, 2003

High School

Robin DeLorenzo	\$150.16
Dana D'Ambola	93.85
AnneMarie Kowalski	150.16

Franklin School

Joseph Cappello	225.24
Louis Manganiello	56.31
LuAnn Zullo	75.08

SATURDAY MORNING SUSPENSIONS –
January, 2003

High School

Anne Marie Kowalski	\$156.90
Lisa Vallo	78.45

INTRAMURALS - 12/9/02 - 1/30/03

Jennifer Citarella	\$161.10
Donald Sellari	335.63

**SPECIAL
CLASS
PLACEMENT**

13. SPECIAL CLASS PLACEMENT - Educationally Disabled Students

BE IT RESOLVED that the Board of Education approves the authorization of the attendance of students in out-of-district Special Education classes for the 2002-03 school year as follows:

<u>School</u>	<u>No. of Students</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Tuition</u>
Bonnie Brae Liberty Corner, NJ	1	ED	1/29/03	*\$300.00 per diem

*Note: Educational component only

Redwood Learning Center, Chatham,NJ	1	Preschool	1/2/03	*\$35.00 per hour
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*Note: Home based program

**APPROVE C
CALENDARS D**

14. APPROVAL OF CALENDARS – 2003-04 School Year

BE IT RESOLVED that the Board of Education approves the adoption of the following attached calendars for the 2003-04 school year:

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

**BOARD POLICY E
2nd READING F**

15. BOARD POLICY- Second Reading

BE IT RESOLVED that the Board approves the following new Board Policies at this second reading:

Policy #5512.01	Harassment, Intimidation and Bullying	Schedule E
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Policy #5517	Pupil Identification Cards	Schedule F
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**AGREEMENT
NUTLEY
ADMIN**

**16. AGREEMENT WITH THE NUTLEY ADMINISTRATORS
ASSOCIATION - 2002 - 2005**

BE IT RESOLVED that the Board of Education approves the Agreement Between Nutley Board of Education and Nutley Administrators' Association July 1, 2002 through June 30, 2005 encompassing the terms and conditions of employment and salary guides for principals and supervisors.

**EXTENDED
LEAVE
CUSTODIAN**

17. EXTENDED LEAVE OF ABSENCE - CUSTODIAN

BE IT RESOLVED that the Board of Education approves an additional leave of absence without pay for David Staub, effective March 3, 2003 until April 16, 2003.

**BOARD
SECRETARY'S
RESOLUTIONS**

BOARD SECRETARY'S RESOLUTIONS

Trustee Del Tufo moved and Trustee Parisi seconded a motion that the Board approve the Board Secretary's resolutions numbers 1 through 10 as listed below.

The resolutions were unanimously approved by roll call vote as follows: Ayes 8, Noes 0 with Trustee Genitempo abstaining on Resolution 3 – Bills and Mandatory Payments and Resolution 7 - Renewal of Risk Management Consultant Agreement.

**SECY. & TREAS. A
REPORTS B**

1. SECRETARY & TREASURER'S REPORT

BE IT RESOLVED that the Board of Education acknowledges and accepts the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period ending January 31, 2003.

**CERTIFICATION
MAJOR ACCOUNT
FUND STATUS**

2. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS

BE IT RESOLVED that pursuant to NJAC 6:20-2.13 (e), the Nutley Board of Education certifies that as of December 31, 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 over-expended 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.)

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|---|--|-----------------|
| <p>3. <u>BILLS AND MANDATORY PAYMENTS</u></p> <p>BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated February 24, 2003 in the total amount of \$3,903,296.63 (Appendix C).</p> | <p>BILLS &
MANDATORY
PAYMENTS</p> | <p>C</p> |
| <p>4. <u>REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS</u></p> <p>BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix D), that conform to the rules and regulations set by the Board of Education.</p> | <p>USE OF BUILDINGS
AND GROUNDS</p> | <p>D</p> |
| <p>5. <u>TRANSFER SCHEDULE</u></p> <p>BE IT RESOLVED that the Board of Education approves, in compliance with N.J.A.C. 9:20-2, the transfers in the 2002-03 budget per Transfer Schedule #7 dated February 24, 2003 in the amount of \$53,886 as appended (Appendix E).</p> | <p>TRANSFER
SCHEDULE</p> | <p>E</p> |
| <p>6. <u>ACCEPTANCE OF NOTICE OF ADDITIONAL FUNDING
192/193 - FY 2002-03</u></p> <p>BE IT RESOLVED that the Board of Education accepts notice of additional funding for Chapter 192 in the amount of \$888 and Chapter 193 in the amount of \$471 for the 2002-03 school year.</p> | <p>ACCEPT
NOTICE
FUNDING
CHAP 192/193</p> | |
| <p>7. <u>RENEWAL OF RISK MANAGEMENT CONSULTANT
AGREEMENT</u></p> <p>WHEREAS, the Board of Education of the Township of Nutley is a member of the Suburban Essex Joint Insurance Fund, and</p> <p>WHEREAS, the Bylaws of said Fund requires that each Member appoints a Risk Management Consultant to perform various professional services as detailed in the Bylaws, and</p> <p>WHEREAS, the Bylaws indicate a minimum fee equal to six percent (6%) of the Assessment which expenditure represents reasonable compensation for the services required and which was included in the cost assessed the Nutley Board of Education</p> <p>NOW, THEREFORE, be it resolved that the Board of Education of the Township of Nutley does hereby reappoint C. Walter Searle Agency of Nutley, NJ as its Risk Management Consultant in accordance with the Fund's Bylaws, for the period January 1, 2003 - December 31, 2003.</p> | <p>RENEWAL
RISK MANAG
CONSULTANT</p> | |

**8. ESSEX COUNTY EDUCATIONAL SERVICES COMMISSION
- Chapter 192/193 and Approval of Contract for
Homebound Instruction - 2003-04**

**ESSEX
SVCS COMM
CHAP 192/193 &
HOME INST**

WHEREAS, Chapter 192, P.L. 1977 requires the provision of certain auxiliary services to children in nonpublic schools, and Chapter 193 requires the provision of certain services to handicapped children in nonpublic schools,

THEREFORE, BE IT RESOLVED that a contract be entered into with the Essex County Educational Services Commission to provide these services during the 2003-04 school year to students who attend non- public schools in Nutley, and

BE IT FURTHER RESOLVED that the price to be paid to the Essex County Educational Services Commission for these services shall not exceed the amount paid to the Nutley Board of Education by the state to implement this program, and

BE IT FURTHER RESOLVED that the Nutley Board of Education enters into a contract with the Essex County Educational Services Commission to provide homebound instruction for public school students in hospital/rehabilitation facilities outside of Nutley for the 2003-04 school year.

**9. AGREEMENT WITH ESSEX COUNTY EDUCATIONAL
SERVICES COMMISSION - Nonpublic School Technology
Initiative Program - 2003-04 School Year**

**ESSEX
SVCS COMM
TECH
INITIATIVE PROG**

BE IT RESOLVED that the Nutley Board of Education enter into an Agreement with the Essex County Educational Services Commission hereby the Commission will administer the Nonpublic School Technology Initiative Program for nonpublic schools located within the Township of Nutley for the 2003-04 school year, and

BE IT FURTHER RESOLVED that the Nutley Board of Education pay 5% of the allocation for the Nonpublic School Technology Initiative Program to the Commission to cover the Commission's cost for administering said Program.

10. TRANSPORTATION AGREEMENTS

**TRANS
AGREEMENTS**

BE IT RESOLVED that the Secretary be authorized to enter into transportation agreements with contractors, other school districts or the Essex County Educational Services Commission for the transportation of Special Education students for the 2003-04 school year, and

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

COMMITTEE REPORTS

**COMMITTEE
REPORTS**

Trustee Pelaia - Budget Committee
Trustee Cafone - Facilities Committee

HEARING OF CITIZENS

**HEARING OF
CITIZENS**

Resident Joseph Beckmeyer questioned the auto shop equipment again.

Resident Chrys Carlo asked what the requirements were to run for the Board.

President Cafone responded where appropriate. Hearing no further comments, President Cafone closed this portion of the meeting.

OLD BUSINESS

OLD BUSINESS

NONE

NEW BUSINESS

NEW BUSINESS

Trustee Parisi asked to look into contacting Bruno Associates to help us write grants.

ADJOURNMENT

ADJOURN

There being no further business, the meeting was adjourned at 9:10 PM on a motion by Trustee Restaino, seconded by Trustee Casale and unanimously approved by voice vote.

Respectfully submitted,

JAMES MALLEEN
Board Secretary