

NUTLEY BOARD OF EDUCATION

**REGULAR MEETING
SEPTEMBER 22, 2003**

The Nutley Board of Education held a Regular Meeting on Monday, September 22, 2003 at the Radcliffe Multi-Purpose Room, 379 Bloomfield Avenue, Nutley, NJ 07110.

President Alamo opened the meeting at 8:10 PM

**CALL TO
ORDER**

MEETING NOTICE

**MEETING
NOTICE**

President Alamo 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 28, 2003 and legally advertised in the Nutley Sun on May 8, 2003. 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**

Trustee Casale led the assembly in the flag salute.

ROLL CALL

**ROLL
CALL**

Present: Dr. Philip T. Casale
Mr. Gerard Del Tufo
Mr. Alan Genitempo
Mr. Sal Olivo
Dr. Gerard M. Parisi
Mr. James Viola
Mrs. Maria Alamo

Absent: Mr. John Cafone
Mr. Alfred R. Restaino, Jr.

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

APPROVAL OF MINUTES

**APPROVE
MINUTES**

BE IT RESOLVED that the Board of Education approves the minutes of the Conference Meeting of September 8, 2003, the Regular, Conference and Closed Executive Session Meetings of August 25, 2003 and the Special Meeting of March 10, 2003.

Trustee Genitempo moved, Trustee Parisi seconded, and the Board unanimously approved by voice vote a motion to approve the minutes.

CORRESPONDENCE

CORRESPONDENCE

Board Secretary Mallen read the following correspondence:

A thank-you note from Valerie & Walt Sautter for the Board's expression of sympathy on the passing of her mother.

A thank-you note from Linda Pote for the Board's retirement dinner and gift.

SUPERINTENDENT'S REPORT

SUPT'S REPORT A

Superintendent Serafino welcomed everyone in attendance and announced that the Board would like to recognize the students who represented Nutley High School in the 13th Annual JP Morgan Chase Lincoln-Douglas Debate Team. Dr. Serafino then introduced Nutley High School Principal Mr. Joseph Zarra who introduced Denis Williams, Adviser to the Debate Team. Mr. Williams explained the criteria for winning the debate and introduced each recipient whose name is listed on Schedule A as appended to these minutes.

Dr. Serafino presented the rest of the Superintendent's Report dated September 22, 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 September 22, 2003 as listed on the agenda.

Mr. Mallen informed the Board that the installation of the high school replacement windows will commence in three to four weeks and will take place from 3:00 PM to 11:00 PM when school is not in session. Mr. Mallen also mentioned that the Board's architect Mr. Heckendorn is in the process of preparing plans for the replacement of the high school science labs and the Board expects to go out to bid within the next two months for the replacement of the science labs.

HEARING OF CITIZENS (Resolutions Only)

**HEARING OF
CITIZENS**

None

SPECIAL ORDER OF BUSINESS

Trustee Genitempo moved and Trustee Casale seconded the following memorial. Upon being put to a roll call vote, the memorial was unanimously approved.

MEMORIAL

Mr. John Griwert

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mr. John Griwert on June 14, 2003, and

WHEREAS, Mr. Griwert had served the Nutley Board of Education as an elected member for three years, from 1991 to 1994, and

WHEREAS, Mr. Griwert served on a number of committees had given unselfishly of his time, ability and interest in the pursuit of educational excellence for the schoolchildren of Nutley, and

WHEREAS, Mr. Griwert was held in the highest esteem by all whose lives he touched, and

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Township of Nutley expresses its feeling of loss and extends to his family its deepest sympathy, and

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 his family.

MEMORIAL

Mr. Charles Piro

Trustee Genitempo moved and Trustee Parisi seconded the following memorial. Upon being put to a roll call vote, the memorial was unanimously approved.

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mr. Charles Piro on August 17, 2003, and

WHEREAS, Mr. Piro had served the Nutley Board of Education as an elected member for eleven years, from 1984 to 1995, and

WHEREAS, Mr. Piro served as Vice-President and on a number of committees had given unselfishly of his time, ability and interest in the pursuit of educational excellence for the schoolchildren of Nutley, and

WHEREAS, Mr. Piro was held in the highest esteem by all whose lives he touched, and

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Township of Nutley expresses its feeling of loss and extends to his family its deepest sympathy, and

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 his family.

MEMORIAL

Mr. Charles J. Luddy

Trustee Genitempo moved and Trustee Parisi seconded the following memorial. Upon being put to a roll call vote, the memorial was unanimously approved.

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Mr. Charles J. Luddy on July 8, 2003,

WHEREAS, Mr. Luddy was employed in September, 1948 as a business teacher and in 1970 as a business department head in the Nutley Public Schools and had a distinguished educational career until his retirement in July, 1975 and

WHEREAS, Mr. Luddy won the admiration and respect of his fellow educators and exemplified at all times the finest qualities of his profession.

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

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 his family.

Superintendent Serafino spoke fondly about each person and the contributions they made to the education system as well as the Township of Nutley.

SUPERINTENDENT'S RESOLUTIONS

**SUPT'S
RESOLUTIONS**

Trustee Parisi moved and Trustee Genitempo seconded a motion that the Board approves the Superintendent's Resolutions numbers 1 through 20 as listed below.

The following twenty resolutions recommended by the Superintendent were unanimously approved by roll call vote.

**RETIRE
CUSTODIAN**

1. **RETIREMENT - CUSTODIAN**

BE IT RESOLVED that the Board of Education approves the retirement of Richard Giezey, Custodian, effective September 1, 2003.

**RESIGN
ATHLETICS**

2. RESIGNATIONS - Athletics

BE IT RESOLVED that the Board of Education approves the resignation of the following coaches:

Joseph Musciotto -Head Golf Coach
Kimberly Higgins -Volunteer Assistant Softball Coach

**RESIGN
PT AIDE**

3. RESIGNATION – Part-time School Aide

BE IT RESOLVED that the Board of Education approves the resignation of Mrs. Margaret Konapaka, part-time school aide, effective September 1, 2003.

**AMEND
APPOINT
NON-TENURED
STAFF**

4. AMENDING APPOINTMENT – Non-Tenured Staff

BE IT RESOLVED that the Board of Education approves the amending of the resolution, approved at the June 23, 2003 Board meeting, to reflect a change in the part-time status and salary of Miss Kristen Puzio to full-time, \$39,727 Step 7. Upon conclusion of salary negotiations, the salary will be adjusted in accordance with the 2003-04 Teachers' Salary Guide.

**AMEND
CHANGE-
IN-TRAINING
ADJUSTMENT C**

5. AMENDMENT – CHANGE-IN-TRAINING LEVEL ADJUSTMENT

BE IT RESOLVED that the Board of Education approves the amending of the resolution, approved at the August 25, 2003 Board meeting (Schedule F), to reflect changes in the change-in-training level adjustments for the 2001-02 and 2002-03 school year as per the attached Schedule C.

**CHANGE-
IN-TRAINING
LEVELS**

6. CHANGE-IN-TRAINING LEVELS

BE IT RESOLVED that the Board of Education approves the following employees be advanced to the proper level of the salary guide in accordance with Board of Education regulations, said teacher having completed the necessary college courses to qualify for such advancement, to be effective September 1, 2003:

<u>To B.A.+30</u>	<u>Step</u>	<u>Salary</u>
Sarah Clark	7 ½	\$42,255
<u>To M.A.</u>		
Jeffrey Jacobs	6	40,490
Pamela Maggiano	6	20,245 (p/t .5)
<u>To M.A.+30</u>		
Carol VonAchen	17	68,255

7. APPOINTMENT – Professional Staff

**APPOINT
PROF STAFF**

BE IT RESOLVED that the Board of Education approves the appointment of Miss Emanuela Fierro as teacher for the 2003-04 school year, effective September 4, 2003 at the annual salary of \$18,878, B.A. Step 6 (p/t .5) (prorated) in accordance with the 2002-03 Teachers' Salary Guide. Upon conclusion of salary negotiations, the salary will be adjusted in accordance with the 2003-04 Teachers' Salary Guide.

8. APPOINTMENT – Instructional Aide

**APPOINT
INSTRUCTIONAL
AIDE**

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Lisa Zito as instructional aide for the 2003-04 school year, effective September 1, 2003 at the annual salary of \$15,759 –Step 7 in accordance with the 2002-03 Secretarial Guide. Upon conclusion of negotiations, the salary will be adjusted in accordance with the 2003-04 Secretarial Salary Guide.

9. APPOINTMENT – Volunteer Coach

**APPOINT
VOLUNTEER
COACH**

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Gabe Abouzid for the position of Volunteer Boys Soccer Coach for the 2003-04 school year.

10. APPOINTMENTS – Teacher Substitutes

**APPOINT
TEACHER
SUBS B**

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B dated September 22, 2003 for the 2003-04 school year.

11. APPOINTMENT – Substitutes

**APPOINT
SUBS**

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

School Aide

Valerie Nisivoccia
Christine Pearce

Secretary

Christine Pearce

12. APPOINTMENTS – BOE Extended Day Program

**APPOINT
EXTENDED
DAY**

BE IT RESOLVED that the Board of Education approves the appointment of the School Age Extended Day Program

employees listed below for the 2003-04 school year at the salaries indicated:

<u>Substitute Child Care Teacher (p/t)</u>	<u>Hourly Rate</u>
Tara Castellano	\$21.00
Jessica Lynn Jernick	21.00
Walter Murray	21.00
Gerald Salzarulo	23.00

<u>Substitute Child Care Aide (p/t)</u>	<u>Hourly Rate</u>
Wade Garner*	\$10.50

*BE IT FURTHER RESOLVED that the Board approves the application for emergent hiring as per the state criminal review procedure.

**APPOINT
B&G
EMPLOYEES**

13. APPOINTMENT - Buildings & Grounds Employee

BE IT RESOLVED that the Board of Education approves the appointment of Ron Ruggiero as a buildings and grounds employee Group 2, Step 3 on a 90-day probationary basis effective October 1, 2003 thru December 30, 2003 at the annual salary of \$27,049 (prorated) which is in accordance with the 2003-04 Buildings & Grounds Employees Salary Guide.

**EXTRA
COMP**

14. 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:

**PAYMENT FOR SUMMER HOURS – High School
Guidance Counselors – August 27 & 28, 2003**

Kathryn Comune	\$842.20
James Mauro	860.92
Susan Scerbo	860.92
Mary Fran Simmons	793.44

**PAYMENT FOR SUMMER HOURS – Franklin Middle
School Guidance Counselors – August 26 & 28, 2003**

James Cummings	\$860.92
Sherrie Tolve	566.16

PAYMENT FOR SUMMER HOURS – Librarians

Beverly Apple	\$749.02
Christine Chmeil	404.90
Maria Gernitis	728.22
Sheryl Ives	1,820.55
Susan Rooney	846.92
Camille Sains	672.72
Louis Walk	496.60

**PAYMENT FOR SUMMER HOURS-Secretary-
Athletics – August 18-27, 2003**

Suzanne Peters	\$1,618.24
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**PAYMENT FOR SUMMER HOURS-Secretary-
Library – August 25-29, 2003:**

Linda Orr	\$606.80
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**PAYMENT FOR SUMMER HOURS – Preparing Rooms –
(Transfers)**

Joyce Cunningham	\$207.84
Lisa Palestina	207.84
Joanne Tibaldo	207.84

**PAYMENT FOR SUMMER BAND CAMP –
August 24 – 29, 2003**

Aurilla Emerson	\$1,772.10
Jarett Zellea	1,772.10

15. **SPECIAL CLASS PLACEMENT – Educationally
Disabled Student**

**SPECIAL
CLASS
PLACEMENT**

BE IT RESOLVED that the Board of Education approves the placement and attendance of a student in out-of-district Special Education classes for the 2003/04 school year as follows:

<u>School</u>	<u>No. of Student</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Tuition</u>
UMDNJ University Behavioral Health Care Piscataway, NJ	1*	ED	9/8/03	\$57,600

*Note: This is a mandated placement.

**LEAVE
OF
ABSENCE
TEACHER**

16. LEAVE OF ABSENCE – Teacher

BE IT RESOLVED that the Board of Education approves an extension of a childrearing leave of absence for Mrs. Susan Dingwell for the 2003-04 school year with the provision that she notify the Superintendent of Schools of further teaching intentions no later than April 1, 2004.

**LEAVE
OF
ABSENCE
AIDE**

17. LEAVE OF ABSENCE – Instructional Aide

BE IT RESOLVED that the Board of Education approves a medical leave of absence without pay for Mrs. Joanne Witczak from September 23, 2003 through December 31, 2003.

**LONGEVITY
PAY**

18. LONGEVITY PAY

BE IT RESOLVED that the Board of Education approves the following longevity payment:

Rosemary Clerico-\$3,870 (prorated) Eff. Oct. 1, 2003 (25 yrs.)
Linda Christy -\$2,016 (prorated) Eff. Oct. 1, 2003 (15 yrs.)

**TRANSFER
OF
PERSONNEL**

19. TRANSFER OF PERSONNEL

BE IT RESOLVED that the Board of Education approves, upon the recommendation of the Superintendent of Schools, the following transfers:

<u>Name</u>	<u>From</u>	<u>To</u>
Joyce Cunningham	Radcliffe	Lincoln
Olga Suter	Lincoln	Washington
Joanne Tibaldo	Spring Garden	Washington

**APPOINT
PROF STAFF**

20. APPOINTMENT – Professional Staff

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Valerie Piacenza as teacher for the 2003-04 school year, effective September 23, 2003 at the annual salary of \$18,878, B.A. Step 6 (p/t .5) in accordance with the 2002-03 Teachers' Salary Guide. Upon conclusion of salary negotiations, the salary will be adjusted in accordance with the 2003-04 Teachers' Salary Guide.

BOARD SECRETARY'S RESOLUTIONS

**BOARD
SECRETARY'S
RESOLUTIONS**

Trustee Casale moved and Trustee Genitempo seconded a motion that the Board approves the Board Secretary's Resolutions numbers 1 through 6 as listed below. Upon being put to a roll call vote the resolutions were unanimously approved with the following exception:

1. Trustee Genitempo abstained on the approval of check number 60580.

Mr. Mallen also noted that resolution number 5 is for the sale of a school bus to the Township of Nutley for \$1.00. The Board's use of this vehicle has expired, by state law, and the Township of Nutley expressed an interest in using it for their Hazmat Department.

1. **BILLS AND MANDATORY PAYMENTS**

**BILLS &
MANDATORY
PAYMENTS** **A**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated September 22, 2003 in the total amount of \$2,684,703.29 (Appendix A).

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

**USE OF BUILDINGS
AND GROUNDS** **B**

BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix B), that conform to the rules and regulations set by the Board of Education.

3. **TRANSFER SCHEDULE**

**TRANSFER
SCHEDULE** **C**

BE IT RESOLVED that the Board of Education approves, in compliance with N.J.A.C. 9:20-2, the transfers in the 2003-04 budget per Transfer Schedule #1 dated September 22, 2003 in the amount of \$65,241.00 as appended (Appendix C).

4. **PETTY CASH FUNDS**

**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 schools to be established in the amounts listed:

High School	(Joseph Zarra, Custodian)	\$500
Franklin School	(John Calicchio, Custodian)	400
Lincoln School	(Cynthia Healy, Custodian)	300

Radcliffe School (Mariana Francioso, Custodian)	300
Spring Garden School (Rosemary Clerico, Custodian)	300
Washington School (Douglas Jones, Custodian)	300
Yantacaw School (MaryLou Dowse, 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 (James Mallen, Custodian)	\$500
Director of Extended Day (Maria Cervasio, Custodian)	300
Pupil Transportation(Peggy Hollywood, Custodian)	400
Special Services (Barbara Hirsch, Custodian)	300
Technology Coordinator (Robert Presuto, Custodian)	300

and

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.

**APPROVE
SALE OF
TRANS
VEHICLE**

5. **APPROVE SALE OF PUPIL TRANSPORTATION VEHICLE**

BE IT RESOLVED that the Board of Education approves the sale of a 1991 GMC 16 passenger van/school bus to the Township of Nutley for the amount of \$1.00.

6. **NJ CASH MANAGEMENT FUND**

**NJ
CASH
MGMT
FUND**

BE IT RESOLVED that the Board of Education approves the Business Administrator/Board Secretary to invest surplus funds of the Board of Education and funds which will be available for a determinate period of time in the State of New Jersey Cash Management Fund as per NJ statutes.

COMMITTEE REPORTS

**COMMITTEE
REPORTS**

- Trustee Del Tufo - Student Liaison Committee
- Trustee Viola - Community Relations Committee

**HEARING OF
CITIZENS**

HEARING OF CITIZENS

Resident Charles Tedesco stated that he, and a group of residents, had strong concerns and were very upset regarding the parking lot in back of the Franklin Middle School. He also expressed his concerns regarding the middle school students crossing Franklin Avenue to take their gym classes on the Oval.

President Alamo apologized to Mr. Tedesco and the residents present for their frustration related to the parking lot. She assured them that there was no malicious intent on the part of the Board.

Mr. Tedesco stated that the residents are asking for the removal of the ramp, the stairs to be put back and the fence to be repaired. He suggested alternate parking possibilities.

President Alamo said the Facilities Committee met numerous times to discuss how to handle the temporary parking situation and felt it was a viable and positive solution to the problem. She stated that they also felt it was beneficial to the children to have physical education on the Oval.

Mr. Tedesco also expressed his support for the many teachers present regarding their impending contract.

Resident Lori Wiedman provided pictures to the Board regarding the flooding that takes place in back of Spring Garden School when it rains.

President Alamo said the Board is aware of the problem and is making attempts to correct it.

Franklin School Principal, John Calicchio, explained the current problems surrounding teacher parking and having gym classes on the blacktop at Franklin School. He stated that the intent for this temporary parking was in the best interest of all involved, the students, the staff and neighborhood residents.

Resident Cindy Hansult expressed her disappointment and concerns regarding the process of the temporary parking lot in back of Franklin School. She stated that she does not want a parking lot in her backyard. She added that if the residents lose this battle she wants it to go on record that she requested an attractive barrier between her house and what might be a parking lot.

President Alamo responded to her questions and said Mr. Mallen would explain the permit process.

Resident Diane Rebinibeas expressed her concern that the temporary parking lot will become permanent.

Resident Mike Baldino stated that he did not agree that making the parking lot in back of Franklin School is for the benefit of the children. He said the children could cross the street for gym without making the back of Franklin School a parking lot.

Resident Zemanek commented that Trustee Casale was the only Board member who attended the meeting held by the residents regarding the Franklin School parking lot. He asked who was responsible for the project at Franklin School and who will be managing the funds regarding the big projects throughout the school district.

President Alamo stated that the day the residents met, several Board members were scheduled to meet with the Governor's Office in Trenton regarding the grant funding. She said that the meeting with the Governor's Office was canceled due to the hurricane and she was told that the meeting with the residents was also canceled. She added that had she known the meeting was still taking place she, as well as several Board members, would have been present.

Mr. Mallen said he was responsible for signing the purchase order to De Frank Paving for the parking lot. He explained that every single Board member is required to vote, pursuant to law, at a regular Board meeting, on large purchases and the expenditure of millions of dollars for the award of bids for projects that were approved in the recent bond referendum.

Mr. Mallen said that the Facilities Committee is comprised of four Board of Education representatives as well as community representatives and commissioners from the town. He added that the committee met several times and, after exhausting other alternatives, it was agreed that the temporary parking lot was the best solution for all.

Mr. Mallen explained, in detail, the process for obtaining the permit for the parking lot.

Resident Rich Hansult stated that if children are getting hurt on the blacktop it should be replaced with grass using the \$42 million dollars the Board received to fix the schools. He also made suggestions for alternative parking.

Resident Janice Guardino expressed her support for a fair contract and health benefits for the teachers in Nutley. She also asked why the teachers' contract was not settled yet.

President Alamo said that the Board is in the middle of negotiations and at this time cannot comment.

President Alamo said that, for the record, the Board did not pass a \$42 million dollar referendum but a \$4.8 million dollar referendum to fix our science labs and install a telephone and intercom system throughout the elementary schools.

Resident Elsa Kator said the playground behind Franklin School was built for the children and suggested that the Board put grass back there and find another place for the teachers to park.

Hearing no further comments, President Alamo closed this portion of the meeting.

OLD BUSINESS

Trustee Olivo thanked the many people who made the Friday, September 12, 2003, night football game a success. He read a letter from a Nutley resident complimenting the grounds crew of the Nutley Board of Education.

Trustee Viola expressed his frustration, as a new Board member, that the public would think that a Board decision regarding the temporary parking lot at the middle school would have any malicious intent. He assured the public that all matters are looked into and discussed, in depth, before a decision is made.

Trustee Casale wanted to remind the public that the proposed project to renovate the Franklin School was designed to go out the front of the building. But, at this time, the Facilities Committee has a new plan which will be presented shortly to preserve the trees and aesthetics of the front of the building by building an addition to the back of the middle school. He added that this plan could not go forward if the intention of the Board was to make the temporary parking lot a permanent situation.

Trustee Genitempo stated that he finds it offensive to think that anyone would insinuate that the Board does things behind the public's back. He noted that all non-confidential issues are discussed and acted upon in public session.

NEW BUSINESS

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:20 PM on a motion by Trustee Viola, seconded by Trustee Parisi, and unanimously approved by voice vote.

Respectfully submitted,

JAMES MALLEN
Board Secretary

OLD BUSINESS

NEW BUSINESS

ADJOURN