The Nutley Board of Education held a Regular Meeting on Monday, January 26, 2004, at the Radcliffe Multi-Purpose Room, 379 Bloomfield Avenue, Nutley, NJ 07110.

President Alamo opened the meeting at 8:00 PM.

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.

Trustee Cafone led the assembly in the flag salute.

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

Absent: Mr. James Viola

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
MOTION TO ADJOURN TO EXECUTIVE SESSION

At 8:05 PM Trustee Casale moved and Trustee Cafone seconded the following resolution:

WHEREAS, the Board of Education will be discussing matters exempt from public discussion pursuant to N.J.S.A. 10:4-12,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education recess to closed executive session at this time in the conference room to discuss personnel and legal matters, and

BE IT FURTHER RESOLVED that the results of the discussions will be made public by inclusion on the agenda of a subsequent meeting of the Board of Education or when the reasons for discussing such matters in closed session no longer exist.

The motion was unanimously approved by voice vote.

RECONVENE OPEN MEETING

At 9:30 PM the Board reconvened in open public session on a motion by Trustee Cafone, seconded by Trustee Olivo, and unanimously approved by voice vote.

APPROVAL OF MINUTES

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

January 12, 2004 - Conference Meeting
January 12, 2004 - Closed Executive Session
December 15, 2003 - Regular Meeting
December 15, 2003 - Conference Meeting
December 15, 2003 - Closed Executive Session
December 8, 2004 - Conference/Special Meeting
December 8, 2003 - Closed Executive Session
November 13, 2003 - Special Meeting

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

CORRESPONDENCE

Board Secretary Mallen read, and the trustees acknowledged, the following items of correspondence:

A variance notice regarding property at 276 Chestnut Street being 200 feet within school property.

A thank-you note from the Cucuzza Family for the Board’s expression of sympathy for their recent loss.
A thank-you note from Debbie Morris for the Board’s expression of sympathy on the passing of her father.

A thank-you note from Pat Del Mauro for the Board’s expression of sympathy on the passing of her mother.

SUPERINTENDENT’S REPORT

Dr. Serafino presented the Superintendent’s Report dated January 26, 2004, Schedule A, which is appended to the minutes of this meeting, and briefly summarized its contents.

BOARD SECRETARY’S REPORT

Board Secretary Mallen presented the Board Secretary’s Report dated January 26, 2004 as listed on the agenda.

HEARING OF CITIZENS (Resolutions Only)

At this time, President Alamo opened this meeting to members of the attending public for comments and/or concerns regarding the resolutions to be voted upon in tonight’s agenda.

Hearing none, President Alamo closed this portion of the meeting.

SUPERINTENDENT’S RESOLUTIONS

Trustee Cafone moved, and Trustee Del Tufo seconded, a motion, that the Board approves the Superintendent’s Resolutions numbers 1 through 22 as listed below.

The Superintendent’s Resolutions numbers 1 through 22 were unanimously approved by roll call vote with the following exceptions:

1. Trustee Restaino voted “No” on Resolution 2 - Appointment - Professional Staff.

1. RETIREMENTS – Professional Staff

BE IT RESOLVED that the Board of Education approves the retirement of the following personnel, effective July 1, 2004:

Peter D’Angelo  Music Teacher
Nicoletta Graziano  High School Teacher
Bernadette Santoriello  Elementary Teacher
2. **APPOINTMENT – Professional Staff**

   BE IT RESOLVED that the Board of Education approves the appointment of Mr. Stephen Starrick as substitute teacher at the rate of $300.00 per day, effective January 5, 2004 for the remainder of the 2003-04 school year.

3. **APPOINTMENT – Teacher Substitute**

   BE IT RESOLVED that the Board of Education approves the appointment of Miss Lauren Tomaszewski as special education teacher substitute 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 as per the state criminal review procedure.

4. **APPOINTMENTS – Volunteer Coach**

   BE IT RESOLVED that the Board of Education approves the appointments for the personnel listed below for the 2003-04 school year:

   - Mr. Kevin Jackson - Volunteer Girls Basketball Coach
   - Mr. Kevin Jackson - Volunteer Golf Coach
   - Mr. Michael Naughton - Volunteer Crew Coach

5. **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 January 26, 2004 for the 2003-04 school year.

6. **APPOINTMENTS – Substitutes**

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

   - Cafeteria Aide
   - Carol Salvatoriello
   - Bus Driver
   - *Charles Baker
*BE IT FURTHER RESOLVED that the Board approves the application for emergent hiring as per the state criminal review procedure.

7. 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:

**LANGUAGE ARTS LITERACY GUIDED READING**
**PROGRAM K-3 – November 15, 2003**

Gail Kahn $103.92

**HEALTH DYNAMICS CLASSES – Month of December 2003**

Rose Cioffi $250.00

**PAYMENT FOR CONDUCTING IN-SERVICE WORKSHOP – “Come Into My Web” – November 4, 11, 18, 25 and December 2, 2003**

Ann Mary Mullane $450.40

**PAYMENT FOR CONDUCTING IN-SERVICE WORKSHOP – “Tips and Techniques” – November 19, 20, December 3,4, and 11, 2003**

Christina Osieja $450.40

**PAYMENT FOR NUTLEY HIGH SCHOOL BAND (Season) and SUMMER BAND CAMP August 24-29, 2003**

**Band Season**

Randy Zellea $1,000

**Summer Band Camp**

Quinn Blanford 300
Christopher Connor 300
Randy Zellea 300
PAYMENT FOR JOHNS HOPKINS SAT REVIEW CLASSES – January 10, 2004

Jolinda Griwert $138.56
Leann Martin 138.56

PAYMENT FOR SAT REVIEW CLASSES – October 7, 9, 14, 16, 21, 23, 28 and 30, 2003

Jenifer Hecht $831.36
Leann Martin 831.36

CENTRAL DETENTION COVERAGE – December, 2003

High School
Robin DeLorenzo $150.16
AnneMarie Kowalski 112.62
Richard Noonan 18.77
Lisa Vallo 18.77

Franklin School
Joseph Cappello 168.93
Tracy Egan 56.31
Louis Manganiello 56.31
Luann Zullo 56.31

SATURDAY MORNING SUSPENSIONS – September, 2003

High School
Lawrence Mitschow $ 78.45
Eric Puzio 78.45
Lisa Vallo 78.45

Franklin School
Joseph Cappello 78.45

8. CHANGE IN TRAINING LEVELS

BE IT RESOLVED that the Nutley Board of Education approves the personnel on the attached Schedule C to be advanced to the proper level of the salary guide in accordance with Board of Education Regulations, said teachers having completed the necessary college courses to qualify for such advancement, to be effective February 1, 2004. Upon conclusion of salary negotiations the salary and step will be adjusted in accordance with the 2003-04 Teachers’ Salary Guide.
9. **APPROVAL OF CURRICULUM PROGRAMS**

BE IT RESOLVED that the Board of Education approves the following curriculum programs presented at the January 12, 2004 Conference Meeting:

- Transition Curriculum – Grades 7 & 8
- Differentiated Instruction/Gifted and Talented

10. **SPECIAL CLASS PLACEMENT – Educationally Disabled Students**

<table>
<thead>
<tr>
<th>School</th>
<th>No. of Students</th>
<th>Classification</th>
<th>Effective Date</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holmstead School, Ridgewood, NJ</td>
<td>1</td>
<td>ED</td>
<td>12/17/03</td>
<td>$19,981.92</td>
</tr>
<tr>
<td>Godwin School, Midland Park, NJ (Bergen Co. Sp.Serv.)</td>
<td>1</td>
<td>Preschool Disabled</td>
<td>1/6/04</td>
<td>$23,121.28</td>
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<tr>
<td>A.C.E. Academy, East Orange, NJ</td>
<td>1</td>
<td>MDM</td>
<td>1/16/04</td>
<td>$13,229.40</td>
</tr>
</tbody>
</table>

11. **LONGEVITY PAY**

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

- Pamela B. Mitchell -$1,400(prorated) Eff. Feb.1, 2004 (15 yrs.)
- Patricia Del Mauro-$1,300(prorated) Eff. Jan.1, 2004 (10 yrs.)
- Olga Suter  -$1,400(prorated) Eff. Jan. 1, 2004 (20 yrs.)

12. **PARTNERSHIP BETWEEN CVS, Harrison Street, Nutley NJ and the SCHOOL-TO-CAREER TRANSITION PROGRAM AT NUTLEY HIGH SCHOOL - 2003-04 SCHOOL YEAR**

BE IT RESOLVED that the Board of Education approves a voluntary partnership with CVS to provide daily transition activities for Nutley High School students for the 2003-04 school year.
13. **TESTIMONIAL – Librarian**  
Miss Beverly J. Apple

Whereas, Miss Beverly J. Apple has tendered her resignation as elementary librarian, effective February 1, 2004 and has signified her intention of retiring from active service, and

WHEREAS, Miss Apple has served as a librarian in the Nutley Public Schools for a period of forty years, and

WHEREAS, through the years Miss Apple has exemplified the finest qualities of the teaching profession at all times,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education expresses to Miss Apple its deep appreciation of her long and faithful service and extends to her its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED, That this resolution be made a part of the minutes of this meeting and a copy presented to Miss Apple.

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14. **Memorial**  
Miss Marien M. Fink

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Miss Marien M. Fink on January 11, 2004,

WHEREAS, Miss Fink was employed in September, 1946 as an elementary teacher in the Nutley Public Schools and had a distinguished educational career until her retirement in June, 1988, and

WHEREAS, Miss Fink 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

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.

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15. **CHANGE OF ASSIGNMENT - CUSTODIAN TO MAINTENANCE**

BE IT RESOLVED that the Board of Education approves a change of assignment for Russell Stevens to the position of night maintenance, effective February 1, 2004, at the annual salary of $45,630 (Group 7, Step 11), plus $3,600 night stipend and $2,000 longevity, prorated, which is in accordance with the 2003-04 Custodial Salary Guide.
16. **CHANGE OF ASSIGNMENT - CUSTODIAN TO MAINTENANCE**

BE IT RESOLVED that the Board of Education approves a change of assignment for Anthony Lotito to the position of night maintenance, effective February 1, 2004, at the annual salary of $41,657 (Group 7, Step 10), plus $2,200 night stipend, prorated, which is in accordance with the 2003-04 Custodial Salary Guide.

17. **CHANGE OF ASSIGNMENT - CUSTODIAN**

BE IT RESOLVED that the Board of Education approves a change of assignment for Joanne Follett, effective February 1, 2004, at the annual salary of $43,782 (Group 2, MAX-3), plus $2,000 longevity, prorated, which is in accordance with the 2003-04 Custodial Salary Guide.

18. **APPOINTMENT - Buildings & Grounds Employee**

BE IT RESOLVED that the Board of Education approves the appointment of Daniel Russomano as a buildings and grounds employee Group 2, Step 4 on a 90-day probationary basis effective February 1, 2004 thru April 30, 2004 at the annual salary of $28,554, plus $500 black seal stipend, prorated, which is in accordance with the 2003-04 Buildings & Grounds Employees Salary Guide.

19. **APPOINTMENT - Buildings & Grounds Employee**

BE IT RESOLVED that the Board of Education approves the appointment of Nicholas Maccio as a buildings and grounds employee Group 2, Step 4 on a 90-day probationary basis effective February 1, 2004 thru April 30, 2004 at the annual salary of $28,554, plus $1,500 night stipend, prorated, which is in accordance with the 2003-04 Buildings & Grounds Employees Salary Guide.

20. **APPOINTMENTS - Professional Staff**

BE IT RESOLVED that the Board of Education approves the appointments of the personnel listed below for the 2003-04 school year, effective February 1, 2004 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:
21. **APPOINTMENT - Franklin Middle School**  
**Vice Principal (10 Month)**

BE IT RESOLVED that the Board of Education approves the appointment of Mrs. Sherrie Tolve as Franklin Middle School Principal for the 2003-04 school year, effective March 1, 2004, at the annual salary of $82,266, M.A.+30 - Step 1 (10 month), prorated, in accordance with the 2003-04 Principals and Supervisors Salary Guide.

22. **RETIREMENTS - Professional Staff**

BE IT RESOLVED that the Board of Education approves the retirement of the following personnel, effective July 1, 2004:

- Susan P. Rooney  Elementary Library Teacher
- Walter Sautter  High School Teacher

**BOARD SECRETARY’S RESOLUTIONS**

Trustee Parisi moved, and Trustee Casale seconded, a motion that the Board approves the Board Secretary’s Resolutions numbers 1 through 15 as listed below.

The Board Secretary’s Resolutions 1 through 15 were unanimously approved by roll call vote with the following exceptions:

1. Trustees Cafone and Genitempo abstained on Resolution 3 - Bills and Mandatory Payments.

2. Trustee Olivo voted “No” on Resolution 4 - Requests for School Buildings and Grounds.

**SECRETARY & TREASURER’S REPORT**

BE IT RESOLVED that the Board of Education approves the acknowledgement and acceptance of the reports of the Board Secretary (Appendix A) and Treasurer of School Monies (Appendix B) for the period ending December 31, 2003.
2. **CERTIFICATION OF MAJOR ACCOUNT FUND STATUS**

   BE IT RESOLVED that the Nutley Board of Education certifies that as of December 31, 2003, 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.)

3. **BILLS AND MANDATORY PAYMENTS**

   BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated January 26, 2004 in the total amount of $4,509,847.85 (Appendix C).

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

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

5. **TRANSFER SCHEDULE**

   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 #5 dated January 26, 2004 in the amount of $94,440.00 as appended (Appendix E).

6. **DETERMINING TIME AND PLACE FOR DRAWING FOR POSITION ON BALLOT FOR ANNUAL SCHOOL ELECTION**

   BE IT RESOLVED that the Board of Education approves the drawing for ballot position for the April 20, 2004 Annual School Election be held at 10:00 a.m. in the Board Conference Room on Wednesday, March 10, 2004.

7. **ESTABLISHING HOURS OF VOTING FOR THE ANNUAL SCHOOL ELECTION**

   BE IT RESOLVED, That the Board of Education approves the hours of voting at the April 20, 2004 Annual School Election to be 2:30 p.m. to 9:00 p.m.
8. APPROVAL OF PARTIAL PAYMENT TO LEVY CONSTRUCTION COMPANY

BE IT RESOLVED that the Board of Education approves partial payment in the amount of $97,185.00 to Levy Construction Co., Inc. for the Nutley High School Window Replacement Project as per the recommendation of architect Lee Heckendorn and construction manager Alan Ianuzzi.

9. APPROVAL OF PARTIAL PAYMENT TO NIRM, INC.

BE IT RESOLVED that the Board of Education approves partial payment in the amount of $112,700.00 to Niram, Inc. for the Nutley High School Science Lab Refurbishment as per the recommendation of architect Lee Heckendorn and construction manager Alan Ianuzzi.

10. APPROVE CANCELLATION - OUTSTANDING CHECKS

WHEREAS our auditor, Lerch, Vinci and Higgins, has recommended that aged bank reconciliation items, including outstanding checks and debit and credit items, be cleared; and

WHEREAS our auditors recommend to cancel outstanding aged checks and take into Miscellaneous Revenue; and

WHEREAS our Treasurer of School Moneys also recommends that we cancel outstanding aged checks and take into Miscellaneous Revenue;

BE IT RESOLVED that the Nutley Board of Education approves the cancellation of outstanding aged checks totaling $24,221.79 as per Appendix F.

11. ACCEPTANCE OF GRANT - No Child Left Behind Act (NCLB) - FY 2004

BE IT RESOLVED that the Board of Education accepts a FY 2004 Grant under the No Child Left Behind act (NCLB) in the following amounts:

<table>
<thead>
<tr>
<th>Title</th>
<th>Part A Grant</th>
<th>Public</th>
<th>Nonpublic</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>$227,535</td>
<td>$98,908</td>
<td>$128,627</td>
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<tr>
<td>II</td>
<td>$102,243</td>
<td>$58,547</td>
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</tr>
<tr>
<td>III</td>
<td>$5,780</td>
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<tr>
<td>IV</td>
<td>$12,429</td>
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<tr>
<td>V</td>
<td>$15,055</td>
<td>$13,142</td>
<td>$1,913</td>
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<td></td>
<td>$19,239</td>
<td>$16,793</td>
<td>$2,446</td>
</tr>
</tbody>
</table>

$382,281
12. AUTHORIZATION AND DELEGATION OF AUTHORITY FOR EDA AGREEMENT

BE IT RESOLVED that the Nutley Board of Education approves the Educational Facilities Construction Financing Act Grant Agreement for the School Facilities Project No. 3750-050-03-1027, for the grant amount of $1,949,069.00 and authorizes that it be duly executed and submitted to the New Jersey Economic Development Authority, along with the required application and documentation; and

BE IT FURTHER RESOLVED that the Nutley Board of Education hereby authorizes that Mr. James Mallen, School Business Administrator/Board Secretary, supervise the Educational Facilities Construction Financing Act Grant Agreement for the School Facilities Project No. 3750-050-03-1027, for the grant amount of $1,949,069.00.

13. AGREEMENT WITH ESSEX COUNTY EDUCATIONAL SERVICES COMMISSION - OCCUPATIONAL THERAPY SERVICES - 2003-04 School Year

BE IT RESOLVED that the Nutley Board of Education approves an Agreement with the Essex County Educational Services Commission whereby the Commission will provide Occupational Therapy assessment, consulting and treatment services for the Nutley Special Education Program for the 2003-04 school year at the rate of $37.50 per half hour.

14. TRANSPORTATION AGREEMENTS

BE IT RESOLVED that the Nutley Board of Education approves the Board Secretary to 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 2004-05 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.

15. RENEWAL OF RISK MANAGEMENT CONSULTANT AGREEMENT

WHEREAS, the Board of Education of the Township of Nutley is a member of the Suburban Essex Joint Insurance Fund, and
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

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.

NOW, THEREFORE, be it resolved that the Board of Education of the Township of Nutley does hereby approve the reappointment of the C. Walter Searle Agency of Nutley, NJ as its Risk Management Consultant in accordance with the Fund’s Bylaws, for the period January 1, 2004 - December 31, 2004.

COMMITTEE REPORTS

Trustee Cafone - Construction Committee
Trustee Restaino - Finance/Budget Committee
Trustee Parisi - Planning Board Representative
Trustee Genitempo - Negotiations Committee

HEARING OF CITIZENS

At this time, President Alamo opened this meeting to members of the attending public for comments and/or concerns on any school-related matters.

Resident Kerri Tyerman expressed concerns about the policies governing the operations of the school PTO’s in Nutley.

Resident Chrys Carlo questioned the payment of $300 per day for a science substitute teacher.

Superintendent Serafino responded to the concerns of the residents. Hearing no further comments, President Alamo closed this portion of the meeting.

OLD BUSINESS

NONE

NEW BUSINESS

President Alamo summarized a meeting last week in Trenton with Governor McGreevy and expressed optimism regarding a possible increase in state funding for proposed renovations and improvements to the Franklin Middle School.
ADJOURNMENT

There being no further business, the meeting was adjourned at 9:56 PM on a motion by Trustee Casale, seconded by Trustee Cafone, and unanimously approved by voice vote.

Respectfully submitted,

JAMES MALLEN
Board Secretary