

**NUTLEY BOARD OF EDUCATION
CONFERENCE/SPECIAL MEETING
MARCH 8, 2004**

The Nutley Board of Education held a Special Meeting on Monday, March 8, 2004 in the Board Conference Room, 375 Bloomfield Avenue, Nutley, NJ 07110.

President Alamo opened the meeting at 7:05 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. Said notice was legally advertised in The North Jersey Herald & News on March 4, 2004 and 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.

FLAG SALUTE

FLAG SALUTE

Trustee Restaino led those in attendance in the pledge of allegiance to the flag.

ROLL CALL

**ROLL
CALL**

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.
Mr. James Viola
Mrs. Maria Alamo

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

ITEMS DISCUSSED

ITEMS

1. Student Representative

President Alamo announced that Student Representative Meghan Ashley had to leave early tonight for another meeting. Miss Ashley commented that the high school students are responding very positively to the installation of replacement windows at Nutley High School.

2. Tentative Budget

Budget Committee chair Al Restaino summarized his committee's intensive efforts to examine all proposed expenses in next year's budget. He then cited numerous cuts to the budget and several proposed projects that might be included in the budget and addressed. He reviewed the budget timelines that included submission of this tentative budget to the County Superintendent by March 11, 2004. Several trustees asked questions and offered suggestions for consideration. Extensive discussion ensued.

3. Resolutions for Regular Meeting Agenda

The trustees briefly discussed the proposed resolutions for the March Regular Meeting agenda. The trustees then discussed the possibility of rescheduling the Regular Meeting to coincide with the revised date for the Public Hearing on the proposed school district budget. It will be voted on by the public at the Annual School Election on Tuesday, April 20, 2004.

4. Committee Reports

Trustee Parisi	-	Policy Committee
Trustee Cafone	-	Construction Committee
Trustee Viola	-	Public Relations Committee

5. Superintendent's Report

Superintendent Serafino summarized the contents of her report. Brief discussion ensued.

RECESS MEETING

**RECESS
MEETING**

At 8:00 PM upon the suggestion of President Alamo, Trustee Casale moved, Trustee Restaino seconded, and the Board unanimously approved by voice vote a motion to recess.

RECONVENE MEETING

**RECONVENE
OPEN MEETING**

At 8:10 PM Trustee Casale moved, Trustee Cafone seconded, and the Board unanimously approved by voice vote a motion to reconvene the open public meeting.

SUPERINTENDENT'S RESOLUTIONS

SUPERINTENDENT'S

Trustee Casale moved, and Trustee Cafone seconded, a motion that the Board approves the Superintendent's Resolutions numbers 1 through 5 as listed below.

The Superintendent's Resolutions 1 through 5 were unanimously approved by roll call vote.

1. **RETIREMENT – Business Administrator/
Board Secretary**

**RETIREMENT
BA/BD. SEC.**

BE IT RESOLVED that the Board of Education approves the acceptance of the resignation, for reasons of retirement, of Mr. James Mallen, Business Administrator/Board Secretary, effective July 1, 2004.

Superintendent Serafino and President Alamo spoke positively about Mr. Mallen's contributions and efforts during his two-year employment here in Nutley. Mr. Mallen spoke positively of the Nutley school district and the excellent education that is provided here to the children of Nutley. He concluded by thanking the Trustees for the opportunity to be here and for all the courtesies and regard that they have extended to him throughout his employment here.

2. **APPOINTMENT - Athletic**

**APPOINT
ATHLETIC**

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Michael Higgins as assistant baseball coach for the 2003-04 school year, at the salary of \$4,505 Step 3, in accordance with the 2003-04 Athletic Salary Guide.

3. **APPOINTMENT - Volunteer Coach**

**APPOINT
VOLUNTEER
COACH**

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Lawrence Mitschow for the position of volunteer baseball coach for the 2003-04 school year.

4. **APPROVAL - SALARIES & EMPLOYMENT AGREEMENTS -
DISTRICT-WIDE PERSONNEL**

**APPROVE
SAL. & AGREE.
DISTRICT-WIDE
PERSONNEL**

BE IT RESOLVED that the Board of Education approves the three-year 2003-06 school year Employment Agreements and the revised 2003-04 salaries for the district-wide employees listed below:

	<u>Salary</u>	<u>Longevity</u>
<u>Manager of Accounts</u>		
Unglaub, Jean	67,428	3,800

Bookkeeper

Layden, Linda 46,230

Transportation Coordinator

Hollywood, Peggy 35,700

Computer Operations Coordinator

Cameron, Natalie 54,847 3,400

5. APPROVAL - SALARIES & EMPLOYMENT AGREEMENTS - EXECUTIVE SECRETARIES

**APPROVE
SAL. & AGREE.
EXEC. SEC.**

BE IT RESOLVED that the Board of Education approves the three-year 2003-06 school year Employment Agreements and the revised 2003-04 salaries for the executive secretaries listed below:

	<u>Salary</u>	<u>Longevity</u>
<u>Executive Secretary I</u>		
Madeline Cucuzza	\$59,848 +	hourly rate (2hr. min.) per Board Meeting
Joyce Marando	60,580	\$3,400
Katherine Mulligan	68,493	\$2,240
Teresa Verdi	64,667	\$3,800
<u>Executive Secretary II</u>		
Josephine Mleziva	\$44,150 +	hourly rate (2hr. min.) per Board Meeting

BOARD SECRETARY'S RESOLUTIONS

**BOARD
SECRETARY'S
RESOLUTIONS**

Trustee Restaino moved, and Trustee Genitempo seconded a motion, that the Board approves the following Board Secretary's Resolution number 1.

The Board Secretary's Resolution number 1 was unanimously approved by roll call vote.

**APPROVE
TENTATIVE
BUDGET**

1. **APPROVAL OF 2004-2005 TENTATIVE BUDGET**

BE IT RESOLVED that the Board of Education hereby approves a tentative budget for the 2004-05 school year in the amount of:

General Fund	\$ 43,689,303
Special Revenue Fund	772,100
Debt Service Fund	<u>319,560</u>
Total Budget	\$ 44,780,963

Of which the following amount shall be raised by local tax levy:

General Fund Tax Levy	\$ 37,069,550
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and,

BE IT FURTHER RESOLVED that the Secretary be authorized to submit this budget to the County Superintendent for approval, and

BE IT FURTHER RESOLVED that the Secretary be authorized to publish the 2004-05 budget in The Nutley Sun.

BE IT FURTHER RESOLVED that the Board also requests approval of the statutory Spending Growth Limitation Adjustment for Enrollment in the amount of \$1,068,482.

MOTION TO ADJOURN TO EXECUTIVE SESSION

**EXECUTIVE
SESSION**

At 8:20 PM Trustee Casale moved and Trustee Parisi 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

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 Casale, seconded by Trustee Parisi, and unanimously approved by voice vote.

ITEMS DISCUSSED (cont'd)

**ITEMS
DISCUSSED**

Test Scores

The Board briefly discussed the recent statewide test scores that were published in the newspapers. In conclusion, the trustees agreed to have the Academic Committee meet and discuss the recent test scores.

ADJOURN

ADJOURN

There being no further business the meeting was adjourned at 9:40 PM on a motion by Trustee Olivo, seconded by Trustee Genitempo, and unanimously approved by voice vote.

Respectfully submitted,

JAMES MALLEN
Board Secretary