

**NUTLEY BOARD OF EDUCATION
OPEN PUBLIC MEETING
JUNE 13, 2011**

The Nutley Board of Education held a Public Meeting on Monday, June 13, 2011, in the JHWMS Choir Room located at 325 Franklin Avenue, Nutley, NJ.

President Kuchta opened the meeting at 6:30 PM.

FLAG SALUTE

President Kuchta led the assembly in the flag salute and a moment of silence.

MEETING NOTICE

President Kuchta 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 Open Public Meeting was provided in the notice of May 9, 2011. Said notice was posted at the entrance of the Board of Education offices, mailed to The Star Ledger, The North Jersey Herald News, The Nutley Journal, The Nutley Sun, Township Clerk advertised in The Nutley Sun on May 19, 2011 and posted on the district website.

This is an official meeting.

ROLL CALL

Present: Mrs. Danchak-Martin
Ms. Victoria Flynn
Mr. Charles W. Kucinski
Dr. Robert Reid
Mr. Steven Rogers
Mrs. Deborah J. Russo
Mr. Fredrick Scalera
Mr. Thomas J. Sposato
Mr. James A. Kuchta

Also Present: Mr. Joseph Zarra, Superintendent of Schools
Mrs. Karen Yeamans, Business Administrator/Board Secretary
Mr. Frank Pomaco, Board Attorney

SUPERINTENDENT'S REPORT

Mr. Zarra introduced Mrs. Clerico and Mrs. Napolitano who honored students for First Place in the Forensics and Law Fair.

The recipients of the Governor's Teacher Recognition Program were honored.

RECESS

At 6:50 PM President Kuchta moved, and Trustee Russo seconded, that the Board take a short recess.

The motion was approved by voice vote.

RECONVENE MEETING

At 7:03 PM Trustee Sposato moved, Trustee Russo seconded, and the Board unanimously approved by voice vote a motion to reconvene the public meeting.

BOARD SECRETARY'S REPORT

Mrs. Yeamans spoke about the RFP's for physician and legal services, bids for asbestos and the audit for the child nutrition program.

COMMITTEE REPORTS

Athletic – Trustee Kucinski spoke about the cost of the pay-to-play that the committee agreed on.

Procurement Best Practices Ad Hoc – Trustees Reid, Flynn and Scalera spoke about best practices to follow endorsed by the State Comptroller's Office and adopting policies relating to the practices.

Academic – Trustee Reid stated that the committee addressed the attendance issue at the high school for the end of the year, final exam schedule, Vo-tech Program and graduation requirements.

HEARING OF CITIZENS (Resolutions Only)

None

SUPERINTENDENT'S RESOLUTIONS

Trustee Sposato moved, and Trustee Kucinski seconded, a motion that the Board approves Superintendent's Resolutions numbers 1 through 18 as follows:

The Superintendent's Resolutions 1 through 18 were unanimously approved by roll call vote.

1. RESIGNATION – Athletics

BE IT RESOLVED that the Board of Education approves the acceptance of the resignation of Ms. Jenifer Hecht as assistant cheerleading coach, effective May 25, 2011.

2. AMENDING RESOLUTION LEAVE OF ABSENCE – Non-Instructional Aide

BE IT RESOLVED that the Board of Education approves the amending of the resolution Leave of Absence – Non-Instructional Aide approved at the May 23, 2011 Board Meeting to reflect a change in return date for Deborah Pavlisko to June 1, 2011.

3. LEAVE OF ABSENCE – Teacher

BE IT RESOLVED that the Board of Education approves a medical leave of absence for Florence Meyers, effective June 6, through June 24, 2011.

4. REAPPOINTMENTS – Transportation Personnel

BE IT RESOLVED that the Board of Education approves the reappointment of the transportation personnel listed on the attached Schedule E for the 2011-2012 school year in accordance with the 2011-2012 Pupil Transportation Salary Guide.

5. REAPPOINTMENTS – Buildings & Grounds Personnel

BE IT RESOLVED that the Board of Education approves the reappointment of the buildings & grounds personnel listed on the attached Schedule F for the 2011-2012 school year in accordance with the 2011-2012 EAN Custodial Unit Salary Guide.

6. APPROVAL OF THE COUNTY PROFESSIONAL DEVELOPMENT BOARD FEEDBACK

BE IT RESOLVED that the Board of Education approves the acceptance of the District Professional Development Plans by the County Professional Development Board.

7. APPOINTMENTS – Teacher Substitutes

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B for the 2010-11 school year.

8. APPOINTMENTS – BOE Extended Day Summer Program – 2011

BE IT RESOLVED that the Board of Education approves the appointments of the School Age Extended Day Summer Program employees listed on the attached Schedule C, at the salaries indicated.

9. APPOINTMENTS – Summer Employment

BE IT RESOLVED that the Board of Education approves the following personnel be permitted to work during the summer of 2011 as follows:

High School	Guidance Counselors	1 day after school closing 3 days prior to school opening
JHWMS	Guidance Counselors	2 days after school closing 2 days prior school opening
George Ackerman	(504)	20 hours
Lisa Cassilli	(SAC)	20 hours
Susan Bresnan	Librarian	5 days per diem rate

10. APPOINTMENTS – Summer Employment

BE IT RESOLVED that the Board of Education approves the following personnel be permitted to work at Clara Maass Medical Center during the summer from June 30 through July 29, 2011.

Transition Coordinator:
Sharon Romaglia

Job Coaches:
Janet Salvatoriello
Mary Venable

11. APPROVAL OF SUBSTITUTE RATES 2011-2012 SCHOOL YEAR

BE IT RESOLVED that the Board of Education approves the substitute rates for the 2011-2012 school year as per attached Schedule G.

12. APPROVAL OF CUSTODIAL SUBSTITUTES

BE IT RESOLVED that the Board of Education approves the following custodial substitutes for the 2011-2012 school year:

Arifaj, Hysni	Lotito, Stephen	Spagnuolo, Michael
Bellucci, Scott	McCann, Marita	Trent, Ronald
Chimento, Ralph	Policastro, Vincent	Waldhart, Joseph
Farruggia, Matthew	Reilly, Kevin	Woll, Robert
Gaccione, Frank	Romano, Rogert	
Goode, Jason	Russo, Pete	

13. TRANSPORTATION SUBSTITUTE DRIVERS/AIDES

BE IT RESOLVED that the Board of Education approves the following substitute drivers and aides for the 2011-12 school year:

Substitute Driver

Azzarello, Charlie	Fugazzi, Joseph	Ugliarolo, Nicholas
Beck, Michael	Gaguancela, Norma	
Corino, Carmine	Kyzima, Walter	
Dwyer, Joseph	Oliveti, Frank	
Dwyer, Dolores	Pastena, Silvio	

Substitute Bus Aides

Algieri, Eileen	Dwyer, Dolores	Milici, Carmine
Argieri, Louise	Fucetola, Ellen	Orlando, Josephine
Bergamini, Dolores	Geofroy, Carmen Maria	Schettino, Lucy
Bradley, Mary	Lehansky, Leah	Stevens, Jennie
DeRobertis, Angela	Luzzi, Raymond	Schmanko, Gail
	Masucci, Carmela	Webster, Terri

14. APPROVAL OF TRAVEL LIST

BE IT RESOLVED that the Board of Education approves the travel list and all expenses per Schedule H.

15. APPROVAL OF FIELD TRIPS

BE IT RESOLVED that the Board of Education approves the field trip list and all expenses per (Schedule I).

16. 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 HEALTH DYNAMICS CLASSES –
Month of May, 2011**

Katianne Oakley	\$250.00
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**PAYMENT FOR SUPERINTENDENT'S SUPERVISORY COUNCIL
MEETINGS – 2010-2011 School Year**

Michele Cristantiello	\$173.95
Joanne Crupi	173.95
Lillian DeFilippis	173.95
Steven DiGregorio	69.58
Jill Freedman	452.27
Margaret Fuccello	208.74
Jolinda Griwert	382.69
Sheryl Holly	139.16

Cheryl Kozyra	173.95
Christine Polk	452.27
Phillip Siculietano	347.90
Niki Vlasakakis	208.74

**PAYMENT FOR AFFIRMATIVE ACTION COMMITTEE MEETINGS –
October 14, 2010, January 31, March 16 and May 25, 2011**

Kathleen Cullity	\$ 93.33
Cynthia DeBonis	124.44
Catherine Felici	93.33
Marcellino Marra	93.33
Claire Menza	93.33
Rebecca Olivo	93.33
Janine Peters	93.33
Annette Pucci	124.44
Laura Reilly	93.33
Phillip Siculietano	124.44
Nancy Thunell	62.22
Gail Wallis	124.44

CENTRAL DETENTION COVERAGE – Month of May, 2011

JHW Middle School

Joseph Cappello	\$ 81.12
Melissa Echevarria	40.56
Jenny Lombardo	81.12
Donna Saitta	182.52

High School

Megan Carlin	\$ 20.28
Lori Ferrara	40.56
John Gulardo	40.56
Denise Mazza	162.24
Chris Mickens	20.28
Katie O’Keeffe	81.12
Kerry Paul	20.28
Christine Polk	81.12
Robert Porrino, III	81.12
Lisa Vallo	40.56

SATURDAY MORNING SUSPENSIONS – Month of May, 2011

JHW Middle School

Melissa Echevarria	\$ 84.78
Jenny Lombardo	84.78
Marcellino Marra	84.78

17. PAYMENT FOR EXTRA-CURRICULAR ACTIVITIES – 2010-2011 School Year

BE IT RESOLVED that the Board of Education approves payment for professional staff listed on the attached Schedule D for extra-curricular work during the 2010-2011 school year.

18. TUITION STUDENTS

BE IT RESOLVED that the Board of Education approves enrollment of students on a tuition basis for the 2011-2012 school year, pursuant to existing employment agreements:

<u>No. of Students</u>	<u>Grade</u>
2	11
1	1

Trustee Sposato moved, and Trustee Kucinski seconded, a motion that the Board approves Superintendent's Resolutions numbers 19 through 25 as follows:

The Superintendent's Resolutions 1 through 25 were approved by roll call vote with the following exception:

- 1) Trustee Russo abstained on Resolution 23 pursuant to law.

19. REAPPOINTMENTS – Professional Staff

BE IT RESOLVED that the Board of Education approves the reappointment of the professional staff listed on the attached for the 2011-2012 school year on the salary guide at the classification, step and annual salary as indicated in accordance with the 2011-2012 Teachers' Salary Guide.

20. REAPPOINTMENTS – Administrative and Supervisory Personnel

BE IT RESOLVED that the Board of Education approves the reappointment of the administrative and supervisory personnel listed on the attached for the 2011-2012 school year on the salary guide at the classification, step and annual salary as indicated in accordance with the 2011-2012 Principals and Supervisors Salary Guide.

21. REAPPOINTMENTS – Non-Tenured Teachers

BE IT RESOLVED that the Board of Education approves the reappointment of the non-tenured teachers listed on the attached for the 2011-2012 school year on the salary guide at the classification, step and annual salary as indicated in accordance with the 2011-2012 Teachers' Salary Guide.

22. REAPPOINTMENTS – Secretarial/Clerical Personnel

BE IT RESOLVED that the Board of Education approves the reappointment of the personnel listed on the attached for the 2011-2012 school year at the salaries agreed upon and in accordance with the step and annual salary as indicated in accordance with the 2011-2012 Secretarial Salary Guide.

23. REAPPOINTMENTS – Paraprofessionals

BE IT RESOLVED that the Board of Education approves the reappointment of the paraprofessionals listed on the attached for the 2011-2012 school year at the salaries agreed upon and in accordance with the step and annual salary as indicated in accordance with the 2011-2012 Secretarial Salary Guide.

24. 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>
Eva Casazza	Radcliffe Preschool	Spring Garden Preschool
Dolores Contreras	½ Basic Skills Lincoln ½ Basic Skills Washington	Basic Skills Lincoln
Elizabeth D’Angio	District/World Languages	½ Yantacaw Basic Skills ½ Washington Basic Skills
Melissa Echevarria	JHW Middle School	High School
Danielle Franco	Yantacaw A.M. Radcliffe P.M.	Radcliffe A.M. Yantacaw P.M.
Theresa Hrubash	High School/JHW	High School
Cynthia Lynch	Yantacaw Basic Skills	Yantacaw Classroom
Pamela Maggiano	Spring Garden	Yantacaw
Linda McDonnell	High School/JHW	High School
Christina Osieja	District/Technology	Yantacaw Classroom
Erika Pavlecka	Spring Garden	Yantacaw
Sarah Sorensen	Radcliffe	Washington

25. ADOPTION OF JOB DESCRIPTIONS

BE IT RESOLVED that the Board of Education approves the adoption of the following job title and descriptions:

- Bookkeeper-Accounts-Payable – 12 Month Position
- Assistant Bookkeeper-Accounts Payable/Rentals – 12 Month Position

**BUSINESS ADMINISTRATOR/
BOARD SECRETARY'S RESOLUTIONS**

Trustee Flynn moved, Trustee Kucinski seconded, a motion that the Board approves the Board Secretary's Resolutions numbers 1 through 7 as follows:

Upon a roll call vote Resolutions numbers 1 through 7 were approved with the following exception:

- 1) Trustee Russo "abstained" on Resolution 7, pursuant to law.
- 2) Trustee Rogers voted "No" on all the communication bills.

1. BILLS AND MANDATORY PAYMENTS

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated June 13, 2011 in the total amount of \$3,076,723.02 (Appendix A).

2. STUDENT ACCIDENT AND ATHLETIC INSURANCE – School Year 2011-2012

BE IT RESOLVED that the Board of Education approves Bollinger Co., Short Hills, NJ as the agent for offering voluntary student accident insurance for the 2011-2012 school year, and

BE IT FURTHER RESOLVED that athletic insurance for the 2011-2012 school year be secured from Bollinger Co. on a full excess plan at an annual cost of \$23,926.00 (7% increase).

3. CAPITAL/FIXED ASSET INVENTORY UPDATE

BE IT RESOLVED that the Board of Education approves Acclaim Inventory, LLC to conduct a complete updated physical audit of database, tagging and a complete set of reports including depreciation schedules and items added and disposed of since the previous inventory for a fee of \$3,700.

4. APPROVAL OF RENEWAL CONTRACT – COMPUTER SOLUTIONS, INC.

BE IT RESOLVED that the Board of Education approves the contract between the Nutley Board of Education and Computer Solutions, Inc. for Accounting, Payroll, Personnel and Student Record Keeping Software Support for the 2011-2012 school year at an annual fee of \$18,888.00 (no increase) with a 2% discount if paid by full by July 31, 2011.

5. APPROVAL OF FOOD SERVICE MANAGEMENT COMPANY

BE IT RESOLVED that The Nutley Board of Education (herein referred to as the Local Education Agency or LEA) approves Chartwells School Dining Services (herein referred to as the Food Service Management Company or FSMC) as its Food Service Management Company for the 2011/2012 school year.

BE IT FURTHER RESOLVED that the Food Service Management Company shall receive, in addition to the costs of operation, an administrative fee of \$49,200/year and a management fee of \$.0513 per reimbursable meal and meal equivalent to compensate the Food Service Management company management costs. This fee shall be billed monthly as a cost of operation. These fees shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

BE IT FURTHER RESOLVED that total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

BE IT FURTHER RESOLVED that the per meal management fee of \$.0513 will be multiplied by total meals.

BE IT FURTHER RESOLVED that the Food Service Management Company guarantees to the LEA from the Food Service Program for the school year will be \$15,000.00. If the annual operating statement shows a return less than \$15,000.00, Chartwells will reduce its management fee by the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed the amount of Chartwells' management fee, as set forth above. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

GUARANTEE CONDITIONS:

(a) Reimbursement rates for the Child Nutrition Program meals will not be less than the rates in effect for any prior school year.

(b) The value of government-donated commodities will not be less than the value of government-donated commodities received during the prior school year.

(c) The number of days meals are served during the school year will not be less than:

<u>School Category</u>	<u>Lunch</u>
Elementary Schools	178 days
Middle Schools	178 days
High Schools	170 days

(d) The number of serving periods, locations, serving times and types of service will not change materially.

(e) The student enrollment for the Term of Agreement will not be less than 3,946 students.

(f) The level of wages, salaries and fringe benefits will not exceed those included in Chartwells' proposed operating budget submitted to the LEA.

(g) The selling prices of Menu Pattern meals and a la carte selections will not be less than those included in Chartwells' proposed operating budget submitted to the LEA.

(h) Service will not be interrupted as a result of fire, work stoppage, strike or school closing.

(i) The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.

(j) The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.

(k) The number of students eligible for free and reduced price meals will be no less than that during the prior school year.

(l) Labor costs are higher than that budgeted by Chartwells as a result of the LEA not providing the collective bargaining agreement in connection with the original Request for Proposal.

(m) The Essex Health Care and West Bridge Academy satellite will continue.

In the event the foregoing conditions are not met during the school year. Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

6. CAFETERIA PRICES - 2011-2012 School Year

BE IT RESOLVED that the Board of Education approves the cafeteria prices for the 2011-2012 school year.

<u>Item</u>	<u>Price</u>	<u>Premium Price</u>
Type "A" Lunch (Students)		
Elementary Schools	\$2.65	
John Walker Middle School	\$3.00	\$3.25
High School	\$3.25	\$3.50

7. APPROVAL OF PAYMENT

BE IT RESOLVED that the Board of Education approves the payments to the following individuals opting out of their insurance coverage for the period of January 1, 2011 to June 30, 2011:

Last Name	First Name	Waiver Amount
Arifaj	Berat	\$1,625.00
Battaglia	Erin	\$1,625.00
Bolcato	Donna	\$1,625.00
Budinick	Sherri	\$1,625.00
Byrne	Maura	\$1,625.00

Capalbo	Lora	\$1,625.00
Cappetta	Alan	\$1,625.00
DiMaria	Philip	\$1,625.00
DiVincenzo- Root	Kim	\$1,625.00
D'Onofrio	Bonnie	\$1,625.00
Duxbury	Roberta	\$1,625.00
Fochesato	Frank	\$1,625.00
Frost Guzzo	Jane	\$1,625.00
Graham	Jamie	\$1,625.00
Guida	Dyan	\$1,625.00
Hill	Hillary	\$1,625.00
Ippolito	Doretta	\$1,625.00
Jones	Patricia	\$1,625.00
McGarty	Barbara	\$1,625.00
Misner	Sarah	\$1,625.00
O'Connell	Margaret	\$1,625.00
Petrucelli	Michael	\$1,625.00
Pontoriero	Carmela	\$1,625.00
Redner	Kristen	\$1,625.00
Rizzi	Michele	\$1,625.00
Santoriello	Rosa	\$1,625.00
Schrodi	Nicole	\$1,625.00
Stoffers	Michael	\$1,625.00
Strus	Theresa	\$1,625.00
	Total	\$47,125.00

HEARING OF CITIZENS

Several parents expressed their opinions and concerns for the pay-to-play that the Board is planning to enforce within the district.

Several parents spoke in support for Mr. Vicchiariello and Mr. Behrens and expressed their concerns for the future of the art and music programs.

OLD BUSINESS

Trustee Scalera spoke about pay to participate and retaining programs vs. academics.

Trustee Rogers spoke in support of the staff throughout the district.

NEW BUSINESS

Trustee Danchak-Martin read a letter commending a cafeteria worker for her quick response to help a child who was choking.

Mrs. Yeamans spoke about the Liquid Church's request to use our facilities. Mr. Pomaco said he would review that request.

President Kuchta stated that the next Board Meeting scheduled for Tuesday, June 28th will start at 6:30 PM and go into Executive Session. The open portion of the meeting will start at 7:30 PM.

Trustee Rogers recognized the achievements of student Devin White in a chess tournament and said he would be honored at the next board meeting.

Trustee Flynn commented on the specificity for reasons of Closed Executive Session.

MOTION TO ADJOURN TO EXECUTIVE SESSION

At 8:49 PM President Kuchta moved and Trustee Sposato 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 to discuss Tri Tech/DCM litigation, personnel and the Business Administrator's Contract.

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.

RECONVENE MEETING

At 10:30 PM Trustee Kuchta moved, Trustee Sposato seconded, and the Board unanimously approved by voice to reconvene the meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:30 PM on a motion by President Kuchta seconded by Trustee Kucinski and unanimously approved by voice vote.

Respectfully submitted,

Karen A. Yeamans
Board Secretary