NUTLEY BOARD OF EDUCATION OPEN PUBLIC MEETING NOVEMBER 1, 2011

The Nutley Board of Education held a Public Meeting on Tuesday, November 1, 2011, in the JHWMS Choir Room located at 325 Franklin Avenue, Nutley, NJ.

President Kuchta opened the meeting at 6:36 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 September 16, 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 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

Mrs. Deborah J. Russo Mr. Fredrick Scalera Mr. Thomas J. Sposato Mr. James A. Kuchta

Absent: Mr. Steven Rogers

Also Present: Mr. Russell M. Lazovick, Superintendent of Schools

Ms. Gina Villani, Director of Curriculum & Instruction

Mrs. Karen A. Yeamans, Business Administrator/Board Secretary

APPROVAL OF MINUTES

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

Open Public Meeting – September 27, 2011 Closed Executive Session – September 27, 2011 Open Public Meeting – September 12, 2011

Trustee Kucinski moved, Trustee Russo seconded, and the Board minutes were unanimously approved.

CORRESPONDENCE

None

SUPERINTENDENT'S REPORT

Mr. Lazovick spoke about student assessment, committee meetings, NJSBA Convention workshops, Spring Garden construction and the personnel addendum placed on the agenda. He thanked the buildings and grounds and township employees for their diligence in getting schools opened in a timely manner during the unexpected snow storm.

BOARD SECRETARY'S REPORT

Mrs. Yeamans also acknowledged the buildings & grounds and township employees for their hard work during the snow storm. She stated that the auditors are working on the financial reports and the fixed assets report is being updated.

Committee Reports

Administration – Trustee Kucinski stated that the committee discussed solar panels and RFP's.

Finance – President Kuchta stated that the bill list will be sent to the committee members as soon as it is available. The committee is reviewing 2012-2013 salary schedules, negotiations strategies and the budget.

HEARING OF CITIZENS (Resolutions Only)

EAN President Mike Stoffers stated that he felt the Interim Coordinator for World Languages was not a needed position.

Resident Alan Thomas questioned the Comprehensive Maintenance Plan – BA Resolution 7.

ACADEMICS - Resolutions 1-2

Trustee Reid moved and Trustee Kucinski seconded a motion that the Board approves Academic Resolutions 1-2 as follows:

Upon a roll call vote Academic Resolutions 1-2 were unanimously approved.

1. APPROVAL OF FIELD TRIPS

BE IT RESOLVED that the Board of Education approves the field trip list and all expenses as follows:

SCHOOL	TEACHER/PROGRAM	DATE	LOCATION
JWMS	MR. SICULIETANO/SLD CLASS	11/2/2011	TOWN HALL - WALKING
NUTLEY HIGH SCHOOL	MR. CUNDARI/HUMANITIES	11/16/2011	ST. JOHN DIVINE & CLOISTERS
SPRING GARDEN	MRS. CASSIE	11/16/2011	CHESTNUT STREE TFIREHOUSE
NUTLEY HIGH SCHOOL	MS. HUNGLER/ENGLISH I	11/29/2011	METROPOLITAN MUSEUM OF ART, NY
LINCOLN	MRS. MARCHESE/MS.TSAIRIS/ KINDERGARTEN	11/30/2011	NUTLEY FIRE HOUSE/POLICE STATION
NUTLEY HIGH SCHOOL	MR. CUNDARI/CHAMBER SINGERS	12/2/2011	CARNEGIE HALL, NYC
LINCOLN	MS. ALFARO/THIRD GRADE	12/19/2011	MONTCLAIR STATE UNIVERSITY
RADCLIFFE	MISS GAMBARO/FOURTH GRADE	2/3/2012	MEMORIAL AUD.@ MONTCLAIR STATE UNIV.
NUTLEY HIGH SCHOOL	MRS. STEPANSKY/LATIN HONORS	3/2/2012	NUTLEY ELEMENTARY SCHOOLS
LINCOLN	NICOLE SCHRODI/KINDERGARTEN	3/19/2012	MEMORIAL AUD.@ MONTCLAIR STATE UNIV.
RADCLIFFE	MRS. CRISTANTIELLO/FIRST GRADE	5/1/2012	OUTRAGEHISS PETS, CHESTNUT RIDGE,NY
SPRING GARDEN	MRS. VON ACHEN/SECOND GRADE	5/15/2012	MONTCLAIR STATE UNIVERSITY
WASHINGTON	MRS. ANDREULA	5/16/2012	MONTCLAIR STATE UNIVERSITY
LINCOLN	NICOLE SCHRODI/KINDERGARTEN	5/18/2012	BERGEN PERF. ARTS, ENGLEWOOD
RADCLIFFE	MRS. WALLIS/SECOND GRADE	6/6/2012	LIBERTY SCIENCE CENTER, JERSEY CITY

2. APPROVAL OF Professional Development Days/Travel Reimbursement

BE IT RESOLVED that the Board of Education approves the travel list and all expenses as follows:

EMPLOYEE/BOARD MEMBER	PROGRAM NAME	DATE	LOCATION	COST
Arthur Monaco	Special Education Roundtable	11/2/2011	West Orange, NJ	Travel
Annemarie Carollo	A Renaissance of Music Workshop	11/2/2011 (PM)	West Orange, NJ	Travel
Richard Marks	Asbestos Maintenance & Operation Refresher Course	11/8/2011	Piscataway, NJ	\$175.00 + Travel
Philip Nicolette	Asbestos Maintenance & Operation Refresher Course	11/8/2011	Piscataway, NJ	\$175.00 + Travel
Stephen Farese	Asbestos Maintenance & Operation Refresher Course	11/8/2011	Piscataway, NJ	\$175.00 + Travel
Carla Cavallo	Autism & Sensory Processing Disorders Seminar	11/18/2011	Saddle Brook, NJ	\$179.00 + Travel
Sharon Romaglia	Essex County Inter-Agency Transition Consortium	12/1/2011, 2/16 & 5/17/2012	Montclair, NJ	Travel
Vance Campbell	CISCO Network Academy Workshop	12/2/2011	Iselin, NJ	Travel

Jaime Schrager	For Me, for You, for Later: First Steps to Spending, Sharing and Saving Workshop	12/2/2011	Montclair State University	Travel
Kathryn Mitchell	Harassment, Intimidation & Bullying Workshop	12/9/2011	Montclair State University	\$90.00 + Travel
Jill Divilio	Harassment, Intimidation & Bullying Workshop	12/9/2011	Montclair State University	\$90.00 + Travel
Sarah Fredericks	NJ Association of School Psychologists Workshop	12/9/2011	Jamesburg, NJ	\$90.00 + Travel
Lawrence Tuorto	4th Annual Conference Special Education - Math, Language Arts & Science	12/6/2011	Somerset, NJ	\$119.99 + Travel
Philip Nicolette	Asbestos Management Refresher Course & Asbestos Planner Refresher Course	12/13/2011	Piscataway, NJ	\$300.00 + Travel
Christina Osieja	Advanced SmartBoard Training	12/14/2011	Montclair State University	Travel
Dara Moscaritola	NJAHPERD Annual Convention	3/5-6/2012	Long Branch, NJ	\$90.00 + Travel

FINANCE - Resolutions 1-9

Trustee Sposato moved and Trustee Kucinski seconded a motion that the Board approves Finance Resolutions 1-9 as follows:

Upon a roll call vote Finance Resolutions 1-9 were unanimously approved.

1. 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 June 30, 2011, July 31, 2011 and August 31, 2011.

2. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS

BE IT RESOLVED that pursuant to NJAC 6A:23-2.11(c) 4, the Nutley Board of Education certifies that as of June 30, 2011, July 31, 2011 and August 31, 2011 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 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Major funds are General Fund, Capital Projects 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 November 1, 2011 in the total amount of \$8,189,631.92 (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, that conform to the rules and regulations set by the Board of Education as follows:

REQUESTS	PURPOSE OF USE	FACILITIES	DATE/TIME	FEES	NO. OF EVENTS
Park & Recreation Theresa Vinci	Basketball Practices	JWMS Lincoln Radcliffe Washington Yantacaw Gymnasium	10/24/11-04/30/12 6:30 PM to 9:30 PM (M-F) as available	Facilities: None Custodian: None	102
Park & Recreation Theresa Vinci	Basketball Games	JWMS Radcliffe Gymnasium	11/5/11-04/28/12 8:00 AM - 2:00 PM (Saturdays)	Facilities: None Custodian: None	17
Starbound Kate Beck	National Talent Competition	High School Auditorium and Three Classrooms	11/12/11 7:00 AM - 10:30 PM	Facilities: \$1950 Custodian: \$1600	1
Montclair State University Network for Education Renewal Dennis Williams	Professional Development Culturally Responsive Teaching	High School Room 115	11/15/11 4:00 PM-7:00 PM 11/29/11 4:00 PM-7:00 PM	Facilities: None Custodian: None	2
Office of The Mayor Township of Nutley Loren McCreesh	Nutley Fit Kids Program - Running Clinic	Yantacaw-Gym Washington-Gym	11/17/11, 12/15/11, 12/22/11 12/1/11, 12/8/11 6:30 PM-7:30 PM	Facilities: None Custodian: None	5
Lincoln School PTO Talent Show Committee Audrey Chaves	Talent Show Rehearsal	Lincoln Auditorium	1/3/12 - 3/22/12 6:30 PM - 8:30 PM everyday	Facilities: None Custodian: None	40
Yantacaw School Talent Show Committee J. Gingerelli	Yantacaw School Talent Show Sign-Up and Look See	Yantacaw Auditorium	2/1/12 6:30 PM-9:00 PM 3/12/12 6:30 PM-9:00 PM	Facilities: None Custodian: None	2
Office of The Mayor Township of Nutley Loren McCreesh	Nutley Fit Kids Healthy Recipe Contest - Judging Event	High School Cafeteria and Teachers Cafeteria	2/11/2012 7:00 AM - 2:00 PM	Facilities: None Custodian: None	1
Nutley Municipal Alliance Committee Loren McCreesh	Drug Awareness Event	Oval	4/14/12 10:00 AM - 2:00 PM	Facilities: None Custodian: None	1
Yantacaw School Talent Show Committee J. Gingerelli	Yantacaw School Dress Rehearsal & Talent Show	JHWMS Auditorium	4/18/12 4:00 PM-9:00 PM 4/20/12 4:00 PM-10:00 PM	Facilities: None Custodian: None	2
Total Use of Property Re	epresented By The Above				173

5. TRANSFER SCHEDULE

BE IT RESOLVED that the Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8-1, the transfers in the 2011-12 budget dated September 30, 2011 in the amount of \$14,235.96.

					AMOUNT	AMOUNT
TRANSFER #	ACCOUNT TO	DEPARTMENT	ACCOUNT FROM	DATE	то	FROM
9524	11-000-222-600-01-612	PERIODICALS-HS		9/7/2011	699.54	
9524		SUPPLIES WORLD LANGHS	11-190-100-610-01-647	9/7/2011		461.58
9524		SUPP CREATIVE/INDUSTRIAL ARTS	11-190-100-610-01-648	9/7/2011		237.96
9527	11-000-240-600-06-616	SCH OFFICE SUPPLIES- WASHINGTON		9/9/2011	643.46	
9527		MISC EXPENSES-WASHINGTON	11-000-240-800-06-891	9/9/2011		643.46
9528	11-000-222-600-07-612	PERIODICALS-YANTACAW		9/12/2011	300.00	
9528		SCH OFFICE SUPPLIES- YANTACAW	11-000-240-600-07-616	9/12/2011		300.00
9530	12-000-260-730-20-732	N/I EQUIPMENT-GROUNDS		9/12/2011	2700.00	
9530		GROUNDS SUPPLIES	11-000-263-610-00-000	9/12/2011		2700.00
9532	11-000-222-600-05-612	PERIODICALS-SPRING GARDEN		9/12/2011	518.56	
9532		LIBRARY BOOKS-SPRING GARDEN	11-000-222-600-05-611	9/12/2011		518.56
9536	11-000-261-420-00-423	MAINT, C/S DISTRICT WIDE		9/14/2011	130.00	
9536	11 000 201 120 00 120	MAINT. REP/SUPP DISTRICT WIDE-	11-000-261-610-00-000	9/14/2011	100.00	130.00
9537	12-140-100-730-01-731	9-12 INS EQUIPMENT-HS		9/8/2011	6642.00	
9537	12 140 100 730 01 731	A/V SUPPLIES-HS	11-000-222-600-01-613	9/8/2011	0042.00	6642.00
9539	11-000-230-895-16-000	BOE MEMBERSHIP DUES & FEES		9/19/2011	562.00	
9539	11-000-230-033-10-000	BOE OTHER PURCH SVC CONF EXP	11-000-230-585-16-582	9/19/2011	302.00	562.00
				2/21/2211	10-00	
9543 9543	11-190-100-610-06-626	BUDGET MUSIC SUPPLIES-WASH MUSIC SUPPLIES-DW	11-404-100-610-00-626	9/21/2011	435.00	435.00
9544	11-190-100-610-01-641	SUPPLIES MATH-HS		9/20/2011	968.57	
9544		INS. MISC. EXPENSES-HS	11-190-100-800-01-891	9/20/2011		968.57
9545	11-190-100-610-03-615	TEACHING SUPPLIES-LINCOLN		9/15/2011	600.00	
9545		TEXTBOOKS-LINCOLN	11-190-100-640-03-000	9/15/2011		600.00
9548	11-190-100-610-01-626	BUDGET MUSIC SUPPLIES-HS		9/29/2011	36.83	
9548		MUSIC SUPPLIES-DW	11-404-100-610-00-626	9/29/2011		36.83
					14235.96	14235.96

6. **ACCEPTANCE OF DONATIONS**

BE IT RESOLVED that the Board of Education accepts the following donations:

\$ AMOUNT	FROM
	NY Life Foundation on behalf of Mr. & Mrs. Rob Martzen to
90.00	Washington School

7. AUTHORIZATION TO SUBMIT 2011/2012 COMPREHENSIVE MAINTENANCE PLAN & M-1

WHEREAS the Department of Education requires New Jersey school districts to submit a three-year maintenance plan documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS the required maintenance activities as listed in the document for the various school facilities of the Nutley Board of Education are consistent with these requirements, and

WHEREAS all past and planned activities are reasonable to keep school facilities open and safe for use in their original condition and to keep their system warranties valid,

NOW, THEREFORE IT BE RESOLVED that the Nutley Board of Education hereby authorizes the School Business Administrator to submit the 2011-2012 Comprehensive Maintenance Plan and M-1 (Appendix D) for the Nutley School District in compliance with Department of Education requirements.

8. 2011-2012 BUDGET SCHOOL DISTRICT TRAVEL MAXIMUM

WHEREAS school district By-Law 0147 Board Member compensation and Expenses, Policy 3440 Teaching Staff Members Job Expenses and Policy 4440 Support Staff Members Job Expenses, and NJAC 6A:23b-1.2(b), provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2011-12 school year, and

WHEREAS the budget adopted by the Board of Education on March 28, 2011included funds for travel and travel-related expenses in accordance with the above by-law, policies and NJ Administrative Code Regulations,

NOW BE IT RESOLVED that the Board of Education hereby establishes the school district travel maximum for the 2011-2012 school year in the sum of \$31,220 as contained in the appropriate budgetary accounts, and

ALSO BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

9. APPROVAL OF PARTIAL PAYMENTS TO ESR MECHANICAL CONTRACTORS, INC.

BE IT RESOLVED that the Board of Education approves partial payments to ESR Mechanical for HVAC Upgrades as per the recommendation of the Board's Architect and Construction Manager as follows:

Application 12	Radcliffe -	\$2,850.00	(Acct #30-999-405-450-04-000)
Application 15 Change Order 6	Yantacaw - Total	\$ 1,771.04 21,579.06 \$23,350.10	(Acct #30-999-405-450-07-000) (Acct #30-999-405-450-07-330)
Application 17 Change Order 1 Change Order 2	High School - Total	\$117,907.39 32,892.09 17,210.00 \$168,009.48	(Acct #30-999-405-450-01-000) (Acct #30-999-405-450-01-330) (Acct #30-999-405-450-01-330)

PERSONNEL - Resolution 1-8

Trustee Kucinski moved and Trustee Russo seconded a motion that the Board approves Personnel Resolutions 1-8 as follows:

Upon a roll call vote Personnel Resolutions 1-8 were unanimously approved.

1. RETIREMENT - Transportation - Bus Aide

BE IT RESOLVED that the Board of Education approves the acceptance of the retirement of Maureen Cullari, bus aide, effective December 1, 2011.

2. LEAVE OF ABSENCE - Occupational Therapist

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

<u>Kristin Redner</u> – Approve use of sick days from November 14, 2011 through December 23, 2011 with a return date of January 3, 2012.

3. LEAVE OF ABSENCE - Paraprofessional

BE IT RESOLVED that the Board of Education approves a medical leave of absence without pay for Miss Kristen Battaglia, effective October 31, 2011. Return date to be determined.

4. APPROVAL OF STIPEND

BE IT RESOLVED that the Board of Education approves a stipend for Philip DiMaria, custodian, in the amount of \$500.00 prorated for the Black Seal License effective October 1, 2011.

5. APPOINTMENT - BOE Extended Day Program

BE IT RESOLVED that the Board of Education approves the appointment of Ms. Carol O'Hara as a part-time Child Care Instructor for the 2011-12 school year at the hourly rate of \$25.00 retroactive to October 4, 2011.

6. APPOINTMENTS - Substitutes

BE IT RESOLVED that the Board of Education approves the appointments of the following substitutes listed below for the 2011-12 school year:

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:

PAYMENT FOR SUMMER HOURS – Librarian

Janine Peters \$ 576.94

PAYMENT FOR CENTRAL DETENTION COVERAGE - October 3-17, 2011

Nutley High School		
Lori Ferrara	\$	84.44
John Gulardo		21.11
Denise Mazza		42.22
Lawrence Mitschow		21.11
Eric Puzio		84.44
Lisa Vallo		42.22
JHW Middle School		
Joseph Cappello	\$	21.11
Jenny Lombardo	•	42.22
Jenny Lombardo Christina Stendardi		42.22
Luann Zullo		21.11

PAYMENT FOR PROCTORING PSAT TESTING - October 15, 2011

Phillip Ahn	\$ 175.37
Kent Bania	354.62
Emily Ceranowski	155.88
Allyson Ciancimino	146.14
Dorothy Dispoto	175.37
Melissá Echevarria	155.88
John Gulardo	165.63
Barbara Hirsch	136.40
Tarik Huggins	77.94
Michele Ippolito	165.63
Jenny Lombardo	175.37
Deniśe Mazza	165.63
Rosemary McConnon	175.37
Chris Mickens	214.34
Dana Minervini	155.88
Joseph Piro	155.88
Linda Posternock	175.37
Eric Puzio	136.40
Pamela Stoffers	165.63
Lisa Vallo	165.63

PAYMENT FOR SAT EVENING CLASSES – September, October and November, 2011

Jessical Mabel \$1,402.92 Katie O'Keeffe 1,402.92

PAYMENT FOR ZERO PERIOD SAT CLASSES - September, October and November, 2011

Katie O'Keeffe \$ 588.00 Takisha Sanchez \$ 504.00

PAYMENT FOR ZERO PERIOD HSPA CLASSES – January-March 2012 (total program not to exceed \$5,700)

Philip Ahn Sean Fitzgerald Jessica Mabel Nicole Meola Chris Mickens Mark Picard

PAYMENT FOR ZERO PERIOD AHSA CLASSES – January-April 2012 (total program not to exceed \$1,600)

Sean Fitzgerald Jessica Mabel Nicole Meola Chris Mickens

PAYMENT FOR ZERO PERIOD SAT CLASSES – January-March 2012 (total program not to exceed \$1,300)

Katie O'Keeffe Takisha Sanchez

PAYMENT FOR SAT EVENING CLASSES – January-March 2012 (total program not to exceed \$2,810)

Jessica Mabel Katie O'Keeffe Takisha Sanchez

8. <u>APPOINTMENT – INTERIM COORDINATOR OF WORLD LANGUAGES</u>

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Ciro Violante as Interim Coordinator of World Languages for the 2011-2012 school year, effective November 2, 2011 at a per diem rate of \$450.00 not to exceed \$61,000.

HEARING OF CITIZENS

Resident Terry Quirk, representative for the Nutley Parent Advocacy Network (NPAN), handed the Board information on a homework policy.

Resident Alan Thomas stated that he was happy to see the joint meeting with the commissioners and also requested that the committee assignments be put on the district website.

OLD BUSINESS

Trustee Flynn asked to have the professionals prepare a report on the construction project.

NEW BUSINESS

Trustee Russo referred to a letter she received from Lincoln School parents regarding attendance and requesting homework.

Trustee Scalera thanked the Board President for starting the joint discussion on shared services.

Trustee Danchak-Martin asked why the Board is not going out for RFP's for FSA proposals.

Trustee Flynn thanked Mr. Lazovick for his communication throughout the emergency snow storm that took place this past weekend and stated that the Spring Garden walk to school will be rescheduled.

MOTION TO ADJOURN TO EXECUTIVE SESSION

At 7:15 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 student matters.

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 7:26 PM Trustee Sposato moved, Trustee Russo seconded, and the Board unanimously approved by voice to reconvene the meeting.

ROLL CALL

Present: Mrs. Danchak-Martin

Ms. Victoria Flynn

Mr. Charles W. Kucinski

Dr. Robert Reid

Mrs. Deborah J. Russo Mr. Fredrick Scalera Mr. Thomas J. Sposato Mr. James A. Kuchta

Absent: Mr. Steven Rogers

Also Present: Mr. Russell M. Lazovick, Superintendent of Schools

Ms. Gina Villani, Director of Curriculum & Instruction

Mrs. Karen A. Yeamans, Business Administrator/Board Secretary

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:27 PM on a motion by Trustee Kucinski, seconded by Trustee Russo and unanimously approved by voice vote.

Respectfully submitted,

Karen A. Yeamans Board Secretary