

**NUTLEY BOARD OF EDUCATION  
OPEN PUBLIC MEETING  
MARCH 27, 2017**

The Nutley Board of Education held a Public Meeting on Monday, March 27, 2017 in the JHWMS Choir Room located at 325 Franklin Avenue, Nutley, NJ.

President Carnicella opened the meeting at 6:37 PM.

**MEETING NOTICE**

President Carnicella 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 January 5, 2017. Said notice was posted at the entrance of the Board of Education offices, mailed to the Nutley Township Clerk, advertised in the Nutley Sun and Star Ledger on January 17, 2017 and posted on the district website.

This is an official meeting.

**FLAG SALUTE**

President Carnicella led the assembly in the flag salute.

**ROLL CALL**

Present: Mr. Salvatore Balsamo  
Mrs. Lisa Danchak-Martin  
Mr. Salvatore Ferraro  
Mr. Ryan Kline  
Mr. Charles W. Kucinski  
Ms. Deborah J. Russo  
Ms. Brenda Sherman  
Mr. Daniel A. Carnicella

Absent: Mr. Fredrick Scalera

Also Present: Dr. Julie Glazer, Superintendent of Schools  
Mrs. Karen A. Yeamans, Business Administrator/Board Secretary

## **APPROVAL OF MINUTES**

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

Open Public Meeting – March 13, 2017  
Closed Executive Session – March 13, 2017  
Open Public Meeting – February 27, 2017  
Closed Executive Session – February 27, 2017

Trustee Sherman moved, Trustee Kucinski seconded, and the Board minutes were unanimously approve.

## **CORRESPONDENCE**

Mrs. Yeamans read the Memorial Day Parade invitation sent to the Board.

## **PRESENTATIONS**

Mr. Cappello gave a power-point presentation on the HIB Bi-Annual Report.

Ms. Karen Greco gave a power-point presentation on the Community Survey and Website Demo.

## **SUPERINTENDENT'S REPORT**

Dr. Glazer announced the American Legion contest winners. She also spoke about the Academic Booster Club Science Fair and congratulated the hockey team and coach on entering the finals. Dr. Glazer then read a letter that she sent to the Planning Board regarding multi-family development and its impact on enrollment that needs to be addressed collaboratively using factual information.

## **BOARD SECRETARY'S REPORT**

Mrs. Yeamans reported on the three RFP's on topography boundary survey, environmental review and soil analysis that are due by Wednesday, March 29, 2017. The district architects, DiCara Rubino, will be reviewing and making recommendations to the board. She said that the bid specs are being finalized for the Washington School Security Entrance project. Mrs. Yeamans also noted that the 2017-2018 preliminary budget is currently under review by the DOE and the public budget hearing will take place at the April 24, 2017 Board Meeting.

## **STUDENT REPORT**

Katerina Robles, Student Representative, reported on the activities taking place in the high school.

Dr. Glazer recognized Katerina and Maggie for the Prudential Award for volunteerism.

## **COMMITTEE REPORTS**

Academic Committee – Trustee Balsamo said that Michelle Yasso, Learning Disabilities Teacher Consultant, made a presentation to the committee about the Transition Program. The committee discussed with Ian Viemeister, one of Nutley Educational Foundation’s Trustees, the Foundation’s request to be recognized as the official Alumni Association of the district. The committee is turning the request over to the policy committee for additional research and review. Ms. Loconsolo reviewed the schedule for March 9, 2017 single session day for professional learning. Mr. Bania and Dr. Glazer reviewed requests for professional learning days, field trips and out-of-state travel. Also discussed was the need to fingerprint parent volunteers and chaperones. Dr. Glazer also provided updates on legal and personnel issues.

Administrative Committee – Trustee Kucinski said that Dr. Glazer detailed the status of the budget process for 2017-2018 and mentioned that Mrs. Yeamans and the leadership team have been reviewing individual line items for savings and efficiencies. The discussion of sports participation is reviewed to help facilitate the athletic budget development. The committee also discussed changes to the construction plans in preparation for another Town Hall Meeting and reviewed legal and personnel items.

Finance Committee – Trustee Ferraro said Mr. Nicolette briefed the committee on work orders, building cleanliness issues, plumbing and air filtration issues and the completion of the new door locks at the high school. He also presented quotes for magnetic door strips for security purposes and repainting middle school trim. Mrs. Yeamans reviewed the 2017-2018 budget that was submitted to the DOE and the March 27, 2017 Finance Agenda Resolutions. The committee discussed the updated job description for the bookkeeper replacement, the proposed bus lot, the acquisition of the Reformed Church property and PTO donations.

## **HEARING OF CITIZENS (Resolutions Only)**

Resident Michael Adria asked the board to consider not going ahead with this referendum.

Resident and Real Estate Agent Angela Cucioli said she is in favor of the referendum because it should keep house values in Nutley competitive without over-crowded schools.

President Carnicella informed the public through a prepared statement that the Board would be voting to move forward with the referendum under Finance Resolution 11.

## **ACADEMIC - Resolutions 1-2**

Trustee Balsamo 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:

<b>SCHOOL</b>	<b>TEACHER/PROGRAM</b>	<b>DATE</b>	<b>LOCATION</b>
Walker Middle School	Ms. Sheridan, Mr. Siculietano	3/24/17	NHS, Nutley, NJ
Nutley High School	Mr. Vick	3/31/17	WMS, Nutley, NJ
Nutley High School	Mr. Cappello, Mr. Siculietano	4/6/17	Brunswick Zone, Belleville, NJ
Nutley High School	Ms. Wehrer (Winter Percussion)	4/8/17	South Brunswick, NJ
Walker Middle School	Extended Day Program	4/10/17	Imagine That, Florham Park, NJ
Walker Middle School	Extended Day Program	4/11/17	AMC Theatre, Clifton, NJ
Walker Middle School	Extended Day Program	4/12/17	Brunswick Zone, Belleville, NJ
Nutley High School	Mr. Campbell, Ms. McNish	4/17/17	Washington School, Nutley, NJ
Nutley High School	Mr. Yasso and Ms. Giovatto	4/19/17	Penske Truck Leasing and Hudson Toyota, North Bergen and Jersey City, NJ
Nutley High School	Ms. Brady	4/20/17	Township Hall, Nutley, NJ
Yantacaw School	Ms. McAloon	5/8/17	Turtle Back Zoo, West Orange, NJ
Washington School	Ms. Ciancimino	5/9/17	Nutley Municipal Court, Fire Department, Police Department, Nutley, NJ
Spring Garden School	Ms. Holland, Ms. Falco	5/10/17	Constitutional Center, Philadelphia, PA
Yantacaw School	Ms. O'Mara	5/15/17	Mayo Performing Arts Center, Morristown, NJ
Nutley High School	Mr. Simko	5/22/17	Island Beach State Park, NJ
Washington School	Ms. Ciancimino	5/30/17 Rain Date: 5/31/17, 6/1/17	Yanticaw Park, Nutley, NJ
Yantacaw School	Ms. Elkas, Ms. Francello, Mr. Martin	5/31/17	NJ PAC, Newark, NJ
Washington School	Ms. DiGiacomo	6/2/17 Rain Date: 6/5/17, 6/6/17	Yanticaw Park, Nutley, NJ
Yantacaw School	Ms. Pied	6/7/17 Rain Date: 6/8/17, 6/9/17	Yanticaw Park, Nutley, NJ
Washington School	Ms. Straface	6/7/17 Rain Date: 6/8/17, 6/9/17	Yanticaw Park, Nutley, NJ
Washington School	Ms. Sorensen	6/12/17 Rain Date: 6/13/17, 6/14/17	Yanticaw Park, Nutley, NJ
Spring Garden School	Ms. Holly	6/12/17	Metropolitan Museum of Art, NYC, NY
Yantacaw School	Ms. Videgain	6/12/17 Rain Date: 6/13/17, 6/14/17	Yanticaw Park, Nutley, NJ
Spring Garden School	Ms. Menza	6/14/17	Metropolitan Museum of Art, NYC, NY
Yantacaw School	Ms. Pontrella	6/16/17	Turtle Back Zoo, West Orange, NJ

**2. APPROVAL OF PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT**

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

<b>EMPLOYEE/BOARD MEMBER</b>	<b>PROGRAM NAME</b>	<b>DATE</b>	<b>LOCATION</b>	<b>COST</b>
Cappello, Joseph Egan, Tracy Mustardo, Ashlee Sheridan, Erin Siculietano, Phillip	Be-A-Buddy	3/28/17	Somerville, NJ	\$0 + travel
Johnson, Carly	Essex County Science Roundtables	3/28/17, 5/23/17	Roseland, NJ Hanover, NJ	\$0
Ambrose, Aimee Benavides, Brooke Bolcato, Richard L. Casey, Amber Contreras, Dolores Corsa, Casey Ferraro, Danielle Gardener, Alyson Matturro, Kristamarie Rizzi, Sabrina Schrodi, Nicole Swiderski, Rhonda Torjussen, Kristine Tsairis, Roxanne	Coaching Sessions with Shelly Klein	3/29/17	Nutley, NJ	\$0
Restel, Lorraine	Designing Quality Elementary School Schedules	4/13/17	Monroe, NJ	\$149.00 + travel
Riley, James	How to Become a Model School of the Arts	5/8/17	Monroe, NJ	\$149.00 + travel
Powell, Robyn	Emerging Student and Staff Health Issues	5/31/17 Prev. approved for a different date	Ramapo College, Mahwah, NJ	\$150.00 + travel
Casazza, Eva	Early Childhood Conference	6/2/17	Caldwell, NJ	\$80.00 + travel

**ADMINISTRATION – Resolutions 1-4**

Trustee Kucinski moved and Trustee Balsamo seconded a motion that the Board approves Administration Resolutions 1-4 as follows:

Upon a roll call vote Administration Resolutions 1-4 were unanimously approved.

**1. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (First Reading)**

BE IT RESOLVED that the Board of Education affirms the Superintendent of Schools' recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Rights for the following reports:

2017-03-16 HIB Report to the Board  
2017-03-24 HIB Report to the Board

**2. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (Second Reading)**

BE IT RESOLVED that the Board of Education affirms the Superintendent of Schools' recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Rights for the following reports:

2017-03-03 HIB Report to the Board  
2017-03-09 HIB Report to the Board

**3. APPROVAL OF REVISED 2009 SPECIAL EDUCATION POLICIES AND PROCEDURES**

BE IT RESOLVED that the Board of Education approves revisions to the 2009 Special Education Policies and Procedures to ensure compliance with state and federal law.

**4. APPROVAL OF REVISED JOB DESCRIPTION**

BE IT RESOLVED that the Board of Education approves the revised job description:

Bookkeeper

***FINANCE - Resolutions 1-12***

Trustee Ferraro moved and Trustee Russo seconded a motion that the Board approves Finance Resolutions 1-12 as follows:

Upon a roll call vote Finance Resolutions 1-12 were unanimously approved.

Trustee Kucinski thanked the transportation unit for their hard work and dedication in reaching a contract.

**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 February 28, 2017.

**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 February 28, 2017 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 March 27, 2017 in the total amount of \$5,815,946.11 (Appendix C).

**4. 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 February transfers in the 2016-2017 budget as follows:

TRANSFER #	ACCOUNT TO	DEPARTMENT	ACCOUNT FROM	DATE	AMOUNT TO	AMOUNT FROM
11071	11-402-100-300-70-400	AA-Purch Professional Serv		2/3/2017	1,095.00	
		AA-Game Expense-Ice Hockey	11-402-100-800-92-895			375.00
		AA-Misc Expense-LaCrosse	11-402-100-800-91-891			500.00
		AA-Game Expense-B Basketball	11-402-100-800-80-895			220.00
11072	11-402-100-600-91-610	AA-Supplies-LaCrosse		2/3/2017	3,125.00	
		AA-Supplies-G Soccer	11-402-100-600-86-610			3,125.00
11073	12-402-100-730-27-731	Athletic Equipment		2/6/2017	2,172.00	
		AA-Supplies-Softball	11-402-100-600-87-610			2,172.00
11075	11-402-100-600-91-610	AA-Supplies-LaCrosse		2/21/2017	1,416.00	
		AA-Supplies-G Soccer	11-402-100-600-86-610			1,016.00
		AA-Supplies-Wrestling	11-402-100-600-84-610			400.00
11079	11-000-266-610-00-000	Security Supplies		2/27/2017	1,000.00	
		Security Office Supplies	11-000-266-600-00-000			1,000.00

**5. 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:

<b>REQUESTS</b>	<b>PURPOSE OF USE</b>	<b>FACILITIES</b>	<b>DATE</b>	<b>TIME</b>	<b>FEES</b>	<b>NO. OF EVENTS</b>
Stephen Searle Nutley Raider 13U & 14U Baseball	Baseball Games	Oval	3/12/17-6/4/17	9:00 am-4:00 pm	Facilities: None Custodian: None	13
Filomena Contella NHS Cross Country Track & Field Booster Club	Track Pizza Party	NHS Cafeteria	3/15/17	6:00-9:00 pm	Facilities: None Custodian: None	1
Joe Hannon Nutley American Little League	Baseball Practices	Radcliffe School Gym & Lincoln School Field	3//16/17-5/31/17	6:30-8:00 PM (gym) 5:00-7:00 pm (field)	Facilities: None Custodian: None	47
Theresa Vinci Nutley Parks & Recreation	Parks & Recreation Softball and Lacrosse Practices	Radcliffe, Spring Garden, Yantacaw School Fields	3/17/17-6/17/17	6:00 pm-Dusk	Facilities: None Custodian: None	79
Jason Esteves Nutley American Little League	Baseball Practices	Lincoln School Gym	3/21/17-4/7/17	6:30-7:30 pm	Facilities: None Custodian: None	5
Nancy Harbison NHS Lacrosse Booster Club	NHS Lacrosse Kick-Off Dinner	NHS Cafeteria	3/27/17	6:00-8:30 pm	Facilities: None Custodian: None	1
Tricia McKinney Academic Booster Club	Academic Booster Club Science Fair Awards Ceremony	JWMS Auditorium	4/18/17	7:00-9:00 pm	Facilities: None Custodian: None	1
Joanne Berardinelli NHS Project Graduation	NHS Project Graduation Volleyball Tournament	NHS Gym	4/28/17	5:30-10:00 pm	Facilities: None Custodian: None	1
Justine DeFluri Class of 2017 Committee	Clothing Drive Fundraiser	NHS Front Lawn	4/29/17	9:00 am-4:30 pm	Facilities: None Custodian: None	1
Mayor's Office Township of Nutley	Memorial Day Parade	JWMS front steps, restrooms & Oval	5/29/17	10:00 am-2:00 pm	Facilities: None Custodian: None	1

Laura Pentinone Denogla-Ardmore Academy	Dance Recital	Washington School Auditorium	6/2/17	6:00-10:00 pm	Facilities: \$580.00 Custodian: \$371.25	1
Linda von Nessi Essex County Board of Election	Voting for Primary Election & General Election	High School, Radcliffe, Spring Garden School	6/6/17 & 11/7/17	6:00 am-8:00 pm	Facilities: None Custodian: None	2
Dana Melillo Nutley Police Dept.	Junior Police Academy	Spring Garden School Gym, Cafeteria, Auditorium,	6/26/17-6/30/17	8:30 am-3:30 pm	Facilities: None Custodian: None	5
<b>Total Use of Property Represented By The Above</b>						145

**6. APPROVAL OF AGREEMENT WITH E-RATE PARTNERS, LLC**

BE IT RESOLVED that the Board of Education approves the agreement with E-Rate Partners LLC for professional E-rate consulting services for Funding Year 2017 Category 1 at an annual fee of \$1,500 and Category 2 at an annual fee of \$600.

**7. APPROVAL OF PROPOSAL WITH DICARA/RUBINO ARCHITECTS**

BE IT RESOLVED that the Board of Education approves the proposal for professional services for the proposed Bus Parking Lot and Lighting located at 299 Kingsland Street, Nutley, NJ with DiCara/Rubino Architects in the amount of \$14,500 plus expenses.

**8. APPROVAL OF PROPOSAL WITH DICARA/RUBINO ARCHITECTS**

BE IT RESOLVED that the Board of Education approves the proposal for professional services for the New Entrance and Security Vestibule at Washington Elementary School with DiCara/Rubino Architects in the amount of \$66,000 plus expenses.

**9. APPROVAL OF PROPOSAL WITH DICARA/RUBINO ARCHITECTS**

BE IT RESOLVED that the Board of Education approves the proposal for professional services for additional pre-referendum services to include the added scope of Washington Elementary School with DiCara/Rubino Architects in the amount of \$10,000 plus expenses.

**10. ACCEPTANCE OF DONATION**

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

AMOUNT	FROM
\$50.00	Donation from Avryl & Charles Brady to the Nutley High School Music Department in memory of long-time resident Mr. Thomas Wilkinson.
\$1,000.00	Donation from the Nutley Cross Country & Track Field Booster Club for track and field warmups.
\$4,510.53	Donation from the Yantacaw PTO for three water fountains.

**11. APPROVAL TO PROCEED WITH A SCHOOL FACILITIES PROJECT**

Whereas, The Board of Education of Nutley in the County of Essex, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

NEW EXTERIOR ADDITIONS AND INTERIOR RENOVATIONS  
TO  
WASHINGTON ELEMENTARY SCHOOL  
YANTACAW ELEMENTARY SCHOOL  
JOHN H. WALKER MIDDLE SCHOOL  
NUTLEY HIGH SCHOOL

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF NUTLEY IN THE COUNTY OF ESSEX, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Essex County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Essex County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated "Debt Service Aid" and will be seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

**12. APPROVAL OF MEMORANDUM OF AGREEMENT WITH PUPIL TRANSPORTATION EMPLOYEES**

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BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement between The Nutley Board of Education and the Pupil Transportation Employees for July 1, 2016 through June 30, 2019.

**PERSONNEL – Resolution 1**

Trustee Danchak-Martin moved and Trustee Balsamo seconded a motion that the Board approves Personnel Resolution 1 as follows:

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

**1. PERSONNEL AGENDA REPORT**

BE IT RESOLVED that the Board of Education approves the Personnel Agenda Report dated March 27, 2017.

**HEARING OF CITIZENS**

**None**

**OLD BUSINESS**

Trustee Kucinski recognized former Board Member, Angelo Frannicola, who was sitting in the audience.

**NEW BUSINESS**

**None**

**MOTION TO ADJOURN TO EXECUTIVE SESSION**

At 7:25 PM Trustee Kucinski moved and Trustee Sherman 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, personnel and property acquisition.

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 8:53 PM Trustee Sherman moved, Trustee Kucinski seconded, and the Board approved by voice to reconvene the meeting.

**ROLL CALL**

Present: Mr. Salvatore Balsamo  
Mrs. Lisa Danchak-Martin  
Mr. Salvatore Ferraro  
Mr. Ryan Kline  
Mr. Charles W. Kucinski  
Ms. Deborah J. Russo  
Ms. Brenda Sherman  
Mr. Daniel A. Carnicella

Absent: Mr. Fredrick Scalera

Also Present: Dr. Julie Glazer, Superintendent of Schools  
Mrs. Karen A. Yeamans, Business Administrator/Board Secretary

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:54 PM on a motion by Trustee Balsamo seconded by Trustee Sherman and unanimously approved by voice vote.

Respectfully submitted,

Karen A. Yeamans  
Board Secretary