

**NUTLEY BOARD OF EDUCATION
OPEN PUBLIC VIRTUAL MEETING
MARCH 18, 2020**

The Nutley Board of Education held a Public Meeting on Wednesday, March 18, 2020 as a Virtual Online Board Meeting.

Vice President Danchak-Martin opened the meeting at 6:30 PM.

MEETING NOTICE

Vice President Danchak-Martin 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 28, 2020. Said notice was posted at the entrance of the Board of Education offices, mailed to the Nutley Township Clerk, sent to Tap Into Nutley, advertised in the Nutley Sun on February 6, 2020 and posted on the district website. A revised meeting notice was sent out on March 16, 2020 advising that this meeting was a Virtual Online Meeting.

This is an official meeting.

FLAG SALUTE

Vice President Danchak-Martin led the meeting in the flag salute.

ROLL CALL

Present: Mr. Daniel A. Carnicella
Mrs. Lisa Danchak-Martin
Mr. Frank A. DeMaio
Mr. Salvatore Ferraro
Mrs. Theresa Quirk
Mr. Kenneth J. Reilly
Mr. Fredrick Scalera
Ms. Erica Zarro
Mr. Charles W. Kucinski

Also Present: Dr. Julie Glazer, Superintendent of Schools
Mr. Edward J. Appleton, Interim Business Administrator/Board Secretary

Vice President Danchak-Martin welcomed everyone to the first virtual meeting and explained how Hearing of Citizens can be heard. She stated that the Board would like to express their sincere gratitude to Dr. Glazer, district administrators, teachers and staff for being so proactive in the face of this current pandemic and the tremendous efforts put forth to prepare the students for virtual learning. Thank you to the parents of students for their understanding and patience as we begin to navigate virtual learning

for the first time. She thanked the Commissioners for their leadership for the safety of our community and gratitude for the partnership of Pomptonian, Nutley Family Service Bureau and volunteers in the community who are making sure our students food needs are met. No one knows what the future holds but by working together we will get through this trying time.

President Kucinski thanked Dr. Glazer and staff for their preparation for virtual learning throughout the district.

Trustee Carnicella commended the small businesses, restaurants, Commissioners, Board of Education, Nutley Family Service Bureau and the community as a whole for coming together at this trying time.

Trustee Zarro said from a parent's point of view virtual learning has been easy and seamless with her son and thanked everyone for all the hours they put in to make it successful.

APPROVAL OF MINUTES

President Kucinski moved, Trustee Reilly seconded, and the following Board minutes were unanimously approved.

Open Public Meeting – February 24, 2020
Executive Session – February 24, 2020

CORRESPONDENCE

None

PRESENTATIONS

2020-2021 Preliminary Budget

Dr. Glazer gave a verbal presentation on the budget process and the 2020-2021 preliminary budget.

Trustee Ferraro questioned if this budget voted upon tonight is the preliminary budget and if the final budget submitted can be adjusted.

Dr. Glazer said that this was the preliminary budget and the final budget can be adjusted.

Program Review

Mrs. Loconsolo and Mr. Bania agreed to postpone this presentation to a meeting that it would be more conducive to present.

SUPERINTENDENT'S REPORT

Dr. Glazer thanked the Board for all their positive comments and recognition during this interesting time of uncharted waters. She reminded the community that any children that receive breakfast and/or lunch from the schools are still eligible to receive that meal plan. The meals are available at the Nutley Family Service Bureau building. She mentioned that if there is any other family in need of food due to the uncertainty of these times they too are eligible and should contact the Nutley Family Service Department. Our food service provider Pomptonian has been cooperative in providing food to our students and senior citizens last week and we are grateful for the partnership with them.

Dr. Glazer read a letter that was sent to the staff for the public to hear.

DIRECTOR OF BUILDINGS & GROUNDS REPORT

Mr. Parigi reported on the updates of the Spring Garden and Washington trailers. He mentioned that the grounds crew is preparing the fields for spring sports if they take place.

COMMITTEE REPORTS

Academic Committee – Trustee Quirk said the virtual meeting held was through Google Meet and a link was provided to all participants. Dr. Mascaro met with the committee to review services her practice could provide as the athletic covering physician. It was decided that the Board would resolve a partnership with the practice to cover Spring athletics if/when school resumes and to contract with them beginning July 1, 2020 for the 2020-2021 school year. Mrs. Mitschow summarized the ESL/Bilingual Program review and resulting recommendations as requested in the budget request. Dr. Shoja summarized the Library/Media Program review and resulting budget recommendations. Dr. Riley summarized the Fine, Performing and Practical Arts program and resulting budget recommendations. Dr. Glazer, Mr. Bania and Mrs. Loconsolo provided a review of the district's Health Related Closure Plan, also posted on the district website under the COVID 19 tab, and a review of the test of virtual learning on March 16 and contracted personnel items. Dr. Glazer provided a review of personnel items.

Long Range Facility Plan (LRFP) Committee – Trustee Carnicella said the committee discussed the secure entrance at Yantacaw School. Included in the discussion was our architects to develop conceptual designs, cost estimates and timelines for construction and the completion of the project. The committee also discussed our state LRFP and the requirement for each district to provide a five-year facility plan on building needs and improvements. The committee discussed arranging a meeting with the Spring Garden PTO since they have an interest to refurbish the seating in the auditorium. The committee will address the space needed throughout the district at the upcoming meeting.

Policy Committee - Trustee Zarro said the virtual meeting held was through Google Meet and a link was provided to all participants. The committee discussed meeting virtually while school is closed to consider the policies that are in the google doc. The committee members will review the policies and be prepared for discussion at the next meeting.

Finance Committee - Trustee Ferraro said the committee discussed the preliminary budget, the COVID-19 updates, facilities, IMAC insurance projection and the finance resolutions.

HEARING OF CITIZENS (Resolutions Only)

None

ACADEMIC - Resolutions 1-3 (Tabled 3)

Trustee Quirk moved and Trustee Zarro seconded a motion that the Board approve Academic Resolutions 1-2 and table Resolution 3 until a further date as follows:

Upon a roll call vote, Academic Resolutions 1-2 and tabling Resolutions 3 until a further date were unanimously approved.

1. APPROVAL OF FIELD TRIPS

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

SCHOOL	TEACHER/PROGRAM	DATE	LOCATION
Nutley High School	Mr. Sollazzo	4/7/20 (pending schools opening)	Met Opera House, NYC, NY
Washington School	Ms. Cestaro	4/9/20 (pending schools opening)	Apple Store, Wayne, NJ
Nutley High School	Ms. Petrillo (Student Council)	4/9/20 (pending schools opening)	Township Hall, Nutley, NJ

2. APPROVAL OF PROFESSIONAL DEVELOPMENT DAYS/TRAVEL REIMBURSEMENT

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

Paino, Victoria	Artistic Academy Counselor Luncheon	4/1/20 (pending schools opening)	Morris Plains, NJ	\$0 + travel
Kearney, Michael	Protecting America's Schools	4/22/20 (pending schools opening)	Morristown, NJ	\$0 + travel

3. APPROVAL OF PROGRAM REVIEW (Tabled)

BE IT RESOLVED that the Board of Education accepts and approves the Program Review for the 2019-2020 school year for the following academic departments:

Career Technical Education (CTE)
Library/Media
English as a Second Language (ESL)

ADMINISTRATION – Resolution 1

Trustee Carnicella moved and President Kucinski seconded a motion that the Board approve Administration Resolution 1 as follows:

Upon a roll call vote, Administration Resolution 1 was unanimously approved.

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

BE IT RESOLVED that the Board of Education affirm 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:

2020-1-31 HIB Report to the Board
2020-2-06 HIB Report to the Board

FINANCE - Resolutions 1-12

Trustee Ferraro moved and President Kucinski seconded a motion that the Board approve Finance Resolutions 1-12 as follows:

Dr. Glazer read Resolution 12 – Approval of Name Change - Suburban Essex Joint Insurance Fund to the Suburban Metro Joint Insurance Fund.

Trustee Zarro questioned Resolution 5 – Request for Use of School Buildings and asked why this was being approved since the schools are closed and the buildings are not in use.

Dr. Glazer said since the schools are closed the events will not take place so it basically is a moot point.

Trustee Ferraro wanted to make sure that if this schedule is approved that the people who asked to use the buildings will be notified that the buildings usage will not be available because of the school closing.

Dr. Glazer confirmed that if the buildings are closed the people will be notified.

Trustee Riley said he would approve Resolution 5 if it was revised stating in the resolution that it is pending when the schools being open was noted. Trustee Zarro agreed to the same terms.

Upon a roll call vote, Finance Resolutions 1-12 were approved with the following exceptions:

- 1) Trustee DeMaio “abstained” on Resolution 5- Request for Use of School Buildings and Grounds.

1. SECRETARY & TREASURER'S REPORT

BE IT RESOLVED that the Board of Education approve 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 29, 2020.

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 29, 2020 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 18, 2020 in the total amount of \$7,895,982.38 (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 2019-2020 budget (Appendix D).

5. REVISED - REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS

Usage is pending school opening.

REQUESTS	PURPOSE OF USE	FACILITIES	DATE	TIME	FEES	NO. OF EVENTS
Jennifer DeLorenzo Radcliffe School PTO	Radcliffe Talent Show Rehearsals	Radcliffe School Gym	3/2/20-3/30/20	7:00-8:00 pm	Facilities: None Custodian: None	8
Therese Vinci Nutley Parks & Recreation	Girls Softball Practices	Radcliffe, Yantacaw, Spring Garden School fields	3/2/20-5/30/20	6:00 pm-Dusk	Facilities: None Custodian: None	76
Tricia DelGreco Radcliffe School PTO	Radcliffe School Book Fair	Radcliffe School Gym	3/9/20 (Set-up) 3/10/20	6:30-9:00 pm	Facilities: None Custodian: None	2
Linda Scorsone NHS Crew Boosters Assoc.	NHS Crew Parents Meeting	Nutley High School Auditorium	03/10/20	6:30 pm-9:00 pm	Facilities: None Custodian: None	1
Tricia DelGreco Radcliffe School PTO	Radcliffe School Talent Show Ticket Sale	Radcliffe School Music Room	03/17/20	6:45-8:30 pm	Facilities: None Custodian: None	1
Michelle Alberti NHS Lacrosse Boosters Club	NHS Lacrosse Dinner	Nutley High School Cafeteria	03/30/20	5:30-8:30 pm	Facilities: None Custodian: None	1
Julie Mitschow NBOE ESL Dept.	Parent ESL Information Night	NHS Principal's Conf. Room	03/30/20	7:00-8:00 pm	Facilities: None Custodian: None	1

Joanne Grand Girl Scout Troop 20156	Girl Scout Meeting	Radcliffe School Teachers Cafeteria	4/1/20, 6/10/20	6:30-7:30 pm	Facilities: None Custodian: None	2
Kimberly Ayala Lincoln School PTO	Lincoln School Talent Show Rehearsal & Performance	JWMS Auditorium	4/21/20 4/24/20	6:30-9:30 pm 6:30-10:00 pm	Facilities: None Custodian: None	2
Vicki Ray Nutley League of Women Voters	Candidates Forum	Nutley High School Auditorium	05/04/20	6:30-9:30 pm	Facilities: None Custodian: None	1
Sal Scarpelli Nutley Music Boosters	NHS Café Night	NHS Gyms, Cafeteria, Music Wing	05/30/20	8:00 am-10:00 pm	Facilities: None Custodian: None	1
Total Use of Property Represented By The Above						96

6. SPECIAL CLASS PLACEMENT – Educationally Disabled Students

BE IT RESOLVED that the Board of Education hereby authorizes the Superintendent of Schools to assign classified handicapped children to educational programs according to how they can best achieve success in learning in accordance with the rules and regulations pursuant to Title 18A, Chapter 46, NJ Statutes, and Title 6 Chapter 28, NJ Administrative Code, and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the attendance of Nutley students at the special education classes for the 2019-2020 school year.

ADD:

SCHOOL	DATE	CLASSIFICATION	STUDENT ID NUMBERS	AMOUNT
Allegro School Cedar Knolls, NJ	March 4, 2020	AUT	7928169963	\$37,100
Cerebral Palsy of No. Jersey Horizon Lower School Livingston, NJ	February 24, 2020	PSD	4027467379	\$31,850

DELETE:

SCHOOL	DATE	CLASSIFICATION	STUDENT ID NUMBERS
Holmstead School Ridgewood, NJ	March 6 2020	ED	7119506519
Windsor Bergen Academy Ridgewood, NJ	March 18, 2020	OHI	5426144676

7. ACCEPTANCE OF DONATION

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

AMOUNT	FROM
\$162.00	Donation from Mr. Robert A. Martzen - \$126.00 and Andres J. Crisp- \$36.00 to Nutley High School.

8. TRANSPORTATION SERVICES AGREEMENT

BE IT RESOLVED that the Nutley Board of Education approves the Secretary to be authorized to enter into transportation agreements with the Hopatcong Borough Board of Education (Sussex County Regional Cooperative) for transportation of Special Education students for the 2020-2021 school year. The agreement will provide coordinated transportation services between the Hopatcong Borough Board of Education and any joining districts.

BE IT FURTHER RESOLVED that any agreements be presented for ratification at the next succeeding meeting of the Board of Education.

9. ESTABLISH DATE FOR THE PUBLIC HEARING OF THE - 2020-2021 ANNUAL BUDGET

BE IT RESOLVED that the Nutley Board of Education does hereby establish the date of May 5, 2020 to hold the Public Hearing of the 2020-2021 Budget.

10. APPROVAL OF 2020-2021 TENTATIVE BUDGET

BE IT RESOLVED that the Board of Education approves the tentative budget for the 2020-2021 school year which includes the use of the banked cap in the amount of \$79,270 to meet minimum educational standards. This need must be completed by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

General Fund	\$69,433,840
Special Revenue Fund	1,842,467
Debt Service Fund	<u>3,462,300</u>

Total Budget \$74,738,607

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

General Fund Tax Levy	\$58,806,826
Debt Service Tax Levy	<u>2,654,459</u>

Total Tax Levy \$61,461,285

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 2020-2021 budget in the newspaper.

11. 2020-2021 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 2019-20 school year, and

NOW BE IT RESOLVED that the Board of Education hereby establishes the school district travel maximum for the 2020-2021 school year in the sum of \$65,950 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 ensure that the maximum amount is not exceeded.

12. APPROVAL OF NAME CHANGE - Suburban Essex Joint Insurance Fund to the Suburban Metro Joint Insurance Fund

BE IT RESOLVED that the Board of Education approve the Bylaw Amendment changing the name of the Fund from the Suburban Essex Joint Insurance Fund to the Suburban Metro Joint Insurance Fund previously approved by the Board of Commissioners of the Suburban Essex Joint Insurance Fund and annexed hereto as amending the Bylaws be approved.

POLICY – Resolution 1

Trustee Zarro moved and Trustee DeMaio seconded a motion that the Board approve Policy Resolution 1 as follows:

Upon a roll call vote Policy Resolution 1 was unanimously approved.

1. APPROVAL OF ADOPTION OF POLICIES (Second Reading)

BE IT RESOLVED that the Board of Education adopt the following bylaws, policies and regulations.

R7432	Eye Protection Practice
R7424	Bed Bugs
R5331	Management of Life
8505	Local Wellness Policy
7450	Property Inventory
7433	Hazardous Substance
7432	Eye Protection
7424	Bed Bugs

PERSONNEL – Resolution 1

President Kucinski moved and Trustee DeMaio seconded a motion that the Board approve Personnel Resolution 1 as follows:

Upon a roll call vote Personnel Resolution 1 was unanimously approved.

1. PERSONNEL AGENDA REPORT

BE IT RESOLVED that the Board of Education approve the Personnel Agenda Report dated March 18, 2020.

HEARING OF CITIZENS

Resident Alex Rubens asked what the plans were with Project Graduation and Graduation.

Dr. Glazer said that at this time she cannot answer those questions since she does not know where the district will be on June 24th.

OLD BUSINESS

President Kucinski asked Dr. Glazer if there were any provisions for the students' whose laptops are malfunctioning. Dr. Glazer said provisions have been made for a remote site for a swap out for the Chromebooks that need repair and students that need computers.

Trustee Ferraro asked if the state has given any indication on how long the schools will be closed.

Dr. Glazer said she originally got her guidance from the state and the health department and that is why she set the date at March 30th for the schools to be closed. She said things have changed since then so she is waiting for guidance from the governor as to when the schools will reopen.

Resident Alex Rubens was allowed to ask another question since this virtual meeting is a new format. However, this is not customary when the Hearing of Citizens portion of the meeting is already closed.

Mr. Rubens asked how the reported cases in Nutley will affect the reopening of schools.

Dr. Glazer said she is awaiting further information and guidance.

Trustee Reilly questioned where the district stands with DiCaro/Rubino leading the Long-Range Facilities Plan.

Trustee Carnicella said he spoke with Mr. DiCara and there were issues with the state uploading long range facilities plans. At this time, it is running correctly and he plans to meet with Mr. Parigi and Dr. Glazer to move forward with the five-year plan.

NEW BUSINESS

None

MOTION TO ADJOURN TO EXECUTIVE SESSION

At 7:25 PM President Kucinski moved and Trustee Reilly 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 school security plans during the closing.

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 8:01 PM Trustee Quirk moved, Trustee DeMaio seconded, and the Board approved by voice to reconvene the meeting.

ROLL CALL

Present: Mr. Daniel A. Carnicella
Mrs. Lisa Danchak-Martin
Mr. Frank A. DeMaio
Mr. Salvatore Ferraro
Mrs. Theresa Quirk
Mr. Kenneth J. Reilly
Mr. Fredrick Scalera
Ms. Erica Zarro
Mr. Charles W. Kucinski

Also Present: Dr. Julie Glazer, Superintendent of Schools

Also Absent: Mr. Edward J. Appleton, Interim Business Administrator/Board Secretary

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:02 PM on a motion by Trustee Quirk seconded by Trustee Reilly and unanimously approved by voice vote.

Respectfully submitted,

Edward J. Appleton
Interim Board Secretary