

**NUTLEY BOARD OF EDUCATION
OPEN PUBLIC VIRTUAL MEETING MINUTES
OCTOBER 26, 2020**

The Nutley Board of Education held a Public Meeting on Monday, October 26, 2020 as a Virtual Online Board Meeting.

President Kucinski opened the meeting at 6:30 PM.

MEETING NOTICE

President Kucinski 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 July 23, 2020 advising that this meeting was a Virtual Online Meeting.

This is an official meeting.

FLAG SALUTE

President Kucinski led the meeting with the flag salute and a moment of silence for family and friends going through difficult times.

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. Kent Bania, Assistant Superintendent of Schools
Mr. David DiPisa, Business Administrator/Board Secretary

CORRESPONDENCE

None

APPROVAL OF MINUTES

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

Special Public Meeting – September 16, 2020

Open Public Meeting – September 21, 2020

Special Public Meeting – October 6, 2020

SUPERINTENDENT'S REPORT

Dr. Glazer spoke about the students returning to school and the walk through of the buildings to ensure the safety of the students and staff. She also spoke about childcare and the distribution of meals throughout the district during COVID. She wished Joanne Torres and Madeline Cucuzza Zilinski best wishes on their retirement.

BOARD SECRETARY'S REPORT

Mr. DiPisa thanked the Board Members and their committees for all their hard work throughout the month. He recognized Michael Parigi, Tim Koster, Steve Farese and the maintenance, grounds and custodial staff for their work to ensure the safety return of the students. He thank the Business Office for their hard work. He spoke about several agenda items on the agenda. He thanked Madeline Cucuzza Zilinski for welcoming him into the district and also her 29 years of service to the district. He wished her health and happiness during her retirement.

DIRECTOR OF BUILDINGS & GROUNDS REPORT

Mr. Parigi gave an update on the Oval and other projects throughout the district. He said Tim Koster met with every head custodian to go over new cleaning procedures that need to be followed. Steve Farese met with the Maintenance Department to make sure all the boilers were up and running. He mentioned that there was a complaint regarding mold in a Lincoln School classroom but the results were negative for mold.

COMMITTEE REPORTS

Academic Committee – Trustee Danchak-Martin reported that Helen Doyle-Marino along with a team gave an update on Special Education. Mr. Dwyer highlighted the approach to the social studies program review. Mrs. Loconsolo, Mr. Bania and Dr. Glazer highlighted the restart of in-person learning and mentioned that internal walkthroughs are being conducted to assess the technology readiness and instructional space. Also discussed were the QSAC process, CKCC progress, child care, facility improvements, Google Meets Security, change in calendar and personnel.

Policy Committee – Trustee Zarro said the committee discussed Policy 8451 Control of Communicable Disease and the Policy 748- Motor Vehicles on School Property which are both on the agenda for a second reading. The committee also revised the Restart and Reentry Plan. Also discussed were changes to the Open Public Meetings Act and the addition of meetings to prepare for QSAC.

Finance Committee – Trustee Ferraro said Ms. Alex Goldman from Solution Architects presented an Oval update. Mr. Dave Schaedel discussed the JHWMS condenser and the conversion of duck work at the JHWMS. Mr. Michael Parigi reported the facility updates. Mr. DiPisa gave an update on the Cares Act spending, proposed that the district utilize the Corona Relief Fund and reviewed agenda items.

Administration Committee – Trustee Carnicella said Mr. Ian Viemeister and Dr. Jess Shoja discusses issues of security with Google Meet, Chromebooks and Connectivity. Mr. Bania and Dr. Glazer outlined the QSAC process and spoke about the preparation for the reopening of schools. Dr. Glazer gave an update on the new damage at the high school auditorium and JHWMS chiller.

Long Range Facility Committee – Trustee Carnicella said the committee reviewed the 5 year Long Range Facilities Plan and discussed classroom opportunities at Lincoln, Washington and Spring Garden Schools. The committee reviewed cost estimates for the secure entrance at Yantacaw School.

HEARING OF CITIZENS (Resolutions Only)

None

ACADEMIC - Resolutions 1-3

Trustee Danchak-Martin moved and Trustee DeMaio seconded a motion that the Board approve Academic Resolutions 1-3 as follows:

Upon a roll call vote, Academic Resolutions 1-3 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
Walker Middle School	Ms. Miller	2/5/21	Virtual

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:

EMPLOYEE/BOARD MEMBER	PROGRAM NAME	DATE	LOCATION	COST
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Stine, Jennifer	Teach Europe	10/30/20	Zoom	\$0
Cullity, Kathleen Hellriegel, Angelique Irene, Angela Mitschow, Julie	K-12 ESL WIDA Online Screening Training	11/2/20	Virtual	\$0
Pena-Gomez, Nathalie	K-12 ESL WIDA Online Screening Training	11/9/202	Virtual	\$0

3. APPROVAL OF CHANGE TO THE 2020-2021 ACADEMIC CALENDAR

BE IT RESOLVED that the Board of Education approves the change to the 2020-2021 Academic Calendar.

ADMINISTRATION - Resolutions 1-3

Trustee Carnicella moved and Trustee Scalera seconded a motion that the Board approve Academic Resolutions 1-3 as follows:

Upon a roll call vote, Academic Resolutions 1-3 were unanimously approved.

1. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (First 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:

2020-09-25 HIB Report to the Board

2. 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:

2020-09-18 HIB Report to the Board

3. APPROVAL OF MEMORANDUM OF AGREEMENT

BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement with Hackensack Medical Center.

FINANCE - Resolutions 1-21

Trustee Carnicella moved and Trustee Scalera seconded a motion that the Board approve Finance Resolutions 1-21 as follows:

Discussion: Trustee Reilly had question for Mr. DiPisa regarding "Pomptonian Food Service" billing Mr. DiPisa will following up with Mr. Reilly regarding billing.

Upon a roll call vote, Finance Resolution 1-21 were unanimously approved.

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 September 30, 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 September 30, 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 October 26, 2020 in the total amount of \$7,912,222.08 (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
Mariaelena Alameda NHS Project Graduation Committee	NHS Project Graduation Clothing Drive	NHS Outside Front of Building	11/14/20	8:00 am-3:00 pm	Facilities: None Custodian: None	1
Mariaelena Alameda NHS Project Graduation Committee	NHS Project Graduation Krispy Kreme Donuts Fundraiser Pick-Up	NHS - Outside of Building on New St. side	11/14/20	8:00 am-3:00 pm	Facilities: None Custodian: None	1
Total Use of Property Represented By The Above						2

5. APPROVAL OF UPDATED SERVICE PROVIDER

BE IT RESOLVED that the Board of Education approve the following updated service providers for the 2020-21 school year for OT/PT, Music Therapy, ABA Therapy, Behavioral Consultation, Therapeutic Recreation, RDI, LDTC, Bedside Instruction, Augmentative Communication Assessment, Nursing, Evaluations and Substance Abuse Centers: LearnWell

6. AMEND EXTENDED SCHOOL YEAR PROGRAM - SUMMER 2020

BE IT RESOLVED that the Board of Education amends the resolution Special Class Placement Summer 2020 approved at the July 27, 2020 Board Meeting to reflect the following addition:

SCHOOL	DATES	CLASSIFICATION	NUMBER OF STUDENTS	AMOUNT
Academy 360 Lower School, Verona, NJ	July 1 – July 31, 2020	PSD	1	\$8,710 + Aide
		PSD	1	\$8,710 + Aide
ECLC of New Jersey, Chatham, NJ	July 6-July 31, 2020	AUT	1	\$6,202
		ID-M	1	\$6,202
		ID-M	1	\$6,202
		ID-M	1	\$6,202

7. AMEND SPECIAL CLASS PLACEMENT – Educationally Disabled Students

BE IT RESOLVED that the Board of Education amend the resolution Educationally Disabled Students approved at the August 31, 2020 Board Meeting to reflect the following change:

Additions that stated the month of September:

SCHOOL	NUMBER OF STUDENTS	AMOUNT
Academy 360 (Lower School) Verona, NJ	1	\$104,480 + Aide
	1	\$104,480 + Aide
	1	\$104,480 + Aide
	1	\$102,196+ Aide
Academy 360 (Upper School) Verona, NJ	1	\$103,197 + Aide
	1	\$103,197 + Aide
ECLC of North Jersey	1	\$55,820
	1	\$55,820
	1	\$55,820

	1	\$55,820
Sage Day II	1	\$64,620

Additions that started after September:

SCHOOL	DATE	CLASSIFICATION	NUMBER OF STUDENTS	AMOUNT
ECLC of New Jersey Chatham, NJ	October 19, 2020	AUT	1	\$82,097 + Aide
		AUT	1	\$82,097+Aide
New Beginnings Fairfield, NJ	October 19, 2020	PSD	1	\$96,590+Aide

8. TRANSPORTATION CONTRACT

BE IT RESOLVED, that the Nutley Board of Education approve a transportation contract PARENT #1 with a parent to provide transportation for one Special Education student from Nutley to Spectrum 360 Lower School, Verona NJ effective September 1, 2020 through June 30, 2021 at a cost of \$58.36 per day.

Subject to approval of the County Superintendent of Schools.

9. ACCEPTANCE OF DONATION

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

AMOUNT	FROM
\$ 311.00	Donation to Washington School from the Washington School PTO to pay for two teacher-sponsored clubs.

10. SCHOOL BUS EMERGENCY EVACUATION DRILLS

BE IT RESOLVED that the Board of Education approves the emergency school bus evacuation drills in accordance to the New Jersey Administrative code NJAC 6A:27-11.2 on file in the Business Office.

11. DEPOSITORY OF SCHOOL FUNDS – TD Bank

BE IT RESOLVED that the TD Bank be designated as the official depository for the following accounts of the Nutley Board of Education for the 2020-2021 school year, and

BE IT FURTHER RESOLVED that the following officers of the below account be authorized to sign checks drawn on the accounts effective October 27, 2020:

Board of Education General Account -XXX...5045, Referendum Account – Account # XXX...5574 and Capital Reserve Account – Account # XXX...9222

Primary Signatory
Alternate Signatory

Board President or Board Vice President
and

Business Administrator/Board Secretary or Assistant Business Administrator

Board of Education Cafeteria Account – Account # XXX...0360

Business Administrator/Board Secretary or Assistant Business Administrator

Board of Education Salary Account – Account # XXX...7852

Business Administrator/Board Secretary or Assistant Business Administrator
and Treasurer of School Monies

Board of Education Payroll Agency Account – Account # XXX...5130

Business Administrator/Board Secretary and Assistant Business Administrator

Extended Day Account – Account # XXX...0387

Business Administrator/Board Secretary and Assistant Business Administrator

Board of Education, N.J. Unemployment Insurance Trust Fund Account – Account # XXX...4018

Business Administrator/Board Secretary and Assistant Business Administrator

Board of Education NJ Family Leave Insurance Trust Fund – Account # XXX...6259

Business Administrator/Board Secretary and Assistant Business Administrator

12. AUTHORIZATION OF LEASE PURCHASE AGREEMENT – TD BANK

BE IT RESOLVED that the Board of Education authorizes the execution and delivery of a lease purchase agreement with respect to the acquisition, purchase, financing and leasing of certain equipment with TD Bank. The Lease Purchase Agreement is on file in the Business Office.

13. APPROVAL OF PURCHASING MANUAL

BE IT RESOLVED that the Board of Education approves the Purchasing Manual for the 2020-2021 school year.

14. APPROVAL OF PAYMENT – LERCH, VINCI & HIGGINS, LLP

BE IT RESOLVED that the Board of Education approves the payment of \$7,345 to Lerch, Vinci & Higgins, LLP for services rendered.

15. APPROVAL OF DESTRUCTION OF RECORDS

BE IT RESOLVED that the Board of Education approve the destruction of old records at the John H. Walker Middle School.

16. APPROVAL TO SUBMIT A REQUEST FOR PROPOSAL – K-12 SOCIAL STUDIES CURRICULUM WRITING

BE IT RESOLVED that the Board of Education approve to submit a Request for Proposal for K-12 Social Studies Curriculum Writing.

17. APPROVAL OF TRANSPORTATION CONTRACT ADDENDUM – ESSEX REGIONAL SERVICES COMMISSION

BE IT RESOLVED that the Board of Education approve the addendum to the transportation contract with Essex Regional Educational Services Commission.

18. APPROVAL OF PARTIAL PAYMENT TO DAKOTA EXCAVATING CONTRACTOR, INC.

BE IT RESOLVED that the Board of Education approve partial payment #3 to Dakota Excavating Contractor, Inc. in the amount of \$177,968.00 as per the recommendation of the Board's Architect as follows:

Original Contract Sum	
	\$538,000.00
Payment Application 1 – For the Nutley Park Oval	\$165,620.00
Payment Application 2 – For the Nutley Park Oval	\$ 87,024.00
Payment Application 3 – For the Nutley Park Oval	<u>\$177,968.00</u>
Balance to Finish + Retainage	\$107,388.00

19. AUTHORIZATION TO WITHDRAW FUNDS FROM CAPITAL RESERVE

BE IT RESOLVED that the Board of Education authorize the Business Administrator to withdraw funds in the amount of \$1,000,000 from Capital Reserve earmarked in previous budgets for the Nutley Oval Project.

20. APPROVAL OF GIFT CARD PURCHASE – PERFECT ATTENDANCE

BE IT RESOLVED that the Board of Education approves the purchase of 53 gift cards at \$100/ea. for the employees listed on the personnel agenda for their perfect attendance during the 2019-2020 school year as per contractual agreement.

21. AUTHORIZATION TO SUBMIT 2020/2021 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 2020-2021 Comprehensive Maintenance Plan and M-1 for the Nutley School District in compliance with Department of Education requirements.

PERSONNEL – Resolutions 1-4

Trustee Scalera moved and Trustee Zarro seconded a motion that the Board approve Personnel Resolution 1 - 4 as follows:

Upon a roll call vote Personnel Resolutions 1 - 4 were approved with the following exception:

- 1) Trustee Ferraro & Trustee DeMaio “abstained” on line item 1.

1. PERSONNEL AGENDA REPORT

BE IT RESOLVED that the Board of Education approve the Personnel Agenda Report dated October 26, 2020

2. TERMINATION OF EMPLOYEE

BE IT RESOLVED that the Board of Education terminates employee ID #4193 effective September 21, 2020.

3. TESTIMONIAL

WHEREAS, Mrs. Joanne Torres has tendered her resignation for the purpose of retirement as the district's Payroll Manager, effective October 1, 2020 and has signified her intention of retiring from active service, and

WHEREAS, Mrs. Torres has worked in the Nutley Public Schools for a period of seven (7) years, and

WHEREAS, through the years Mrs. Torres has exemplified the finest qualities of the position at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mrs. Torres its deep appreciation for her long and faithful service and extends to her its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED that this resolution be made a part of the minutes of this meeting.

4. TESTIMONIAL

WHEREAS, Mrs. Madeline Cucuzza Zilinski has tendered her resignation for the purpose of retirement as Administrative Assistant to the Business Administrator, effective November 1, 2020 and has signified her intention of retiring from active service, and

WHEREAS, Mrs. Zilinski has worked in the Nutley Public Schools for a period of twenty-nine (29) years, and

WHEREAS, through the years Mrs. Zilinski has exemplified the finest qualities of the secretarial position at all times.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mrs. Zilinski its deep appreciation for her long and faithful service and extends to her its best wishes for continued health and happiness, and

BE IT FURTHER RESOLVED that this resolution be made a part of the minutes of this meeting.

POLICY – Resolution 1

Trustee Zarro moved and Trustee Danchak-Martin 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.

8451	Control of Communicable Disease
7480	Motor Vehicles on School Property

HEARING OF CITIZENS

We had a comment from a citizen regarding child care and Dr. Glazer answered the citizens question and also said she can provide future feedback if needed.

Trustee Quirk returned to the meeting.

OLD BUSINESS

None

NEW BUSINESS

Trustee Quirk made a statement regarding communication between Superintendent & the Board of Education.

ADJOURNMENT TO EXECUTIVE SESSION

At 7:53 PM President Kucinski read the following. Trustee Reilly moved and Trustee DeMaio seconded to adjourn this meeting to Executive Session. The motion was unanimously approved by the Board.

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 personnel.

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.

No action after the Executive Session will be taken.

Respectfully submitted,

David DiPisa
Board Secretary