

**NUTLEY BOARD OF EDUCATION
Virtual Meeting MINUTES
November 23, 2020**

Announcement of Meeting - 6:30 PM – virtual meeting

Mr. Kucinski

MEETING NOTICE

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 assembly 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

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Also Present:

Dr. Julie Glazer
Superintendent of Schools
Mr. Kent Bania
Assistant Superintendent of Schools
Mr. David DiPisa
Business Administrator/Board Secretary
Mr. Michael Parigi
Director of Buildings & Grounds
Ms. Karen Greco
Human Resources

Executive Session

MOTION TO CONVENE EXECUTIVE SESSION AT 6:32pm

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 and union contract 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 PUBLIC MEETING

At 8:19 pm Trustee Kucinski moved, Trustee Zarro seconded, and the Board approved by voice to reconvene the public meeting.

Present:

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

Absent: Mr. Daniel A. Carnicella

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Correspondence: None

APPROVAL OF MINUTES

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

Open Public Meeting – October 26, 2020

Open Public Special Meeting – November 9, 2020

Moment of Silence

Mr. Kucinski held a moment of silence for two friends of the Board of Education that we lost recently. Janine Loconsolo's father Robert Hess and Jack Suffren who was a long-standing teacher & wrestling coach in Nutley.

SUPERINTENDENT'S REPORT

Dr. Glazer stated at the last Board meeting on November 9th 2020, the board approved a 3rd party vendor "Right at School" to provide child care services. We held a virtual parent forum on November 19th to introduce right at school which allowed parents to ask questions and learn more about the program. Also the Board of Education will be refunding the fees to everyone that was charged for the emergency child care program that was established during COVID 19. Dr. Glazer said our new child care service "Right at School" is a wonderful option replacing the emergency child care program. "Right at School" follows all health and safety protocols and offers social & emotional support. They also have a strong academic curriculum in place that will address learning loss and help kids navigate this "new normal" school life. "Right at School" also offers flexible enrollment plans for parents during this difficult time. There information will be posted on the Nutley School website for your reference. Dr. Glazer concluded wishing everyone a Happy Thanksgiving.

BOARD SECRETARY'S REPORT

Mr. DiPisa stated the Budget process has started. Meetings have begun with principals, coordinators and committees and he feels confident the process will be transparent. Mr. DiPisa brought everyone's attention to resolution #11 under Finance on the meeting agenda; the SOA for QSAC will be approved tonight and then sent to County Business Administrator. Mr. DiPisa thanked Mr. Parigi for completing the QSAC checklist in a timely manner and for keeping the school grounds safe and healthy for students and staff. Mr. DiPisa also recognized Lorraine Butler and Nancy Cunningham in the board office for processing School bucks' refunds in a timely manner. He also thanked the entire board for their continued support and hard work. Mr. DiPisa concluded wishing everyone a Happy and healthy Thanksgiving.

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DIRECT OF BUILDING & GROUNDS

Mr. Parigi reported that the duct work for the John Walker Middle School has been completed. Spring Garden HVAC unit in the gym had a gas leak, and Advanced Mechanical Group was called in to fix the issue. There are no issues with the gas at Spring Garden School. The custodial staff is working on fall cleanups and will also be assisting the town in decorating the Park Oval for the holiday. Shade Tree helped us trim trees at John Walker Middle School. Admiral Air replaced the HVAC unit at the John Walker Middle School. The custodial staff continues to clean and sanitize and follow protocol to keep everyone safe.

COMMITTEE REPORTS

Administration Committee – Trustee Scalera reported that Mr. DiPisa discussed his new vision for the Assistant Business Administrator position. The Budget process has begun and Mr. DiPisa & Dr. Glazer started to have meetings with principals, directors and coordinators. Dr. Glazer also gave an update on the QSAC process. Mr. Bania elaborated on the QSAC process and the upcoming meeting with the Essex County Executive Superintendent. Dr. Glazer and Mr. Bania shared information on the emergency childcare program guidance from the NJDOE. On November 19th there was a virtual parent forum where “Right to School” answered community members’ questions. Dr. Glazer provided a COVID update including a pilot program of thermoscanners to take staff temperatures. The scanners were provided by Mayor Tucci and Frank DeMaio. The scanners are being piloted at Nutley High School and will be used at the entrances to the Oval during the November 28th football game against Belleville. Mr. Bania shared CKCC social emotional learning rollout and Dr. Glazer provided legal and personnel updates.

The next Administration Committee meeting will be held on December 16, 2020.

Academic Committee – Trustee Danchak-Martin reported that Mr. DiPisa provided an overview of the progression of the 2021-22 budget. Mr. DiPisa discussed the annual building facilities walk through that will be submitted to the county office. Mrs. Doyle-Marino and Mrs. Vitiello provided long range projections to the special services department; as well as possible expansion of the extended school year program. Dr. Shoja and Mr. Viemeister provided an overview of recommendations for student and staff devices for the next budget cycle. Mr. Dwyer presented the progress of the social studies program review, including preliminary survey results. Dr. Riley presented the initial review of the Fine and Performing Arts program highlighting the need to support the elementary music program. Mr. Bania discussed the G&T curriculum, the components of the 2020-21 mentoring program, and the PSAT update. He also highlighted steps to ensure Google Meet classes are conducted safely. Mr. Bania also discussed the QSAC self-assessment component of the process and the meeting with the

county NJDOE office the second week of December. Dr. Glazer provided an update on the emergency child care program and the “Right at School” progression. Mr. Bania also discussed the approval of the Memorandum of Understanding with Rutgers University; to support the Health Sciences Program at Nutley High School.

Finally, Mrs. Mollie Cutillo, from the Yantacaw PTO, presented a plan for a donation that will create outdoor classroom space at Yantacaw elementary school.

The next Academic Committee meeting will be held on December 16, 2020.

Finance Committee – Trustee Ferraro reported that Commissioner Evans addressed the committee regarding the transitional aid process and tax collection & financial rates that are at an all time low. Mollie Cutillo from the Yantacaw PTO addressed the committee regarding a donation from the Yantacaw PTO to the Nutley BOE for an outdoor space for students. Mr. DiPisa and committee thanked her and discussed logistics on accepting the donation. Mr. DiPisa provided the committee with a sample budget and committee binder; that will be distributed to the finance committee and the entire Board. The Committee discussed the budget process, SOP manual, and the finance agenda items for the November 23, 2020 Board meeting. The committee requested that Alex Goldman be present at the December finance committee meeting to discuss tree planting at the Oval. Mr. Bania discussed the QSAC process and the initial QSAC committee meeting and the preparation for the February 9, 2021 QSAC review. Mr. Parigi discussed the facility checklist that has been completed for the QSAC along with the HVAC repairs at JWMS, Lincoln School gym, and Spring Garden School gym. Dr. Glazer discussed the potential impact of the new benefit plan that was implemented state wide as of July 1, 2020. The Superintendents Association is concerned with financial impact. Mr. DiPisa will process a projection based upon enrollment ending on the November 16, 2020 deadline. The next Finance Committee meeting will be held on December 15, 2020.

Policy Committee – Trustee Zarro reported that on October 28th the committee reviewed the Policy Review Chart to identify those polices mandated for review/update, and those regulations that are mandated by the State. On November 18th the Policy committee met and discussed the revised Organizational Chart and Chain of Command; the policy is on the agenda for November 23, 2020 Board meeting. The polices listed below were reviewed and discussed pending a November 19th meeting and are expected to be on the first reading in December. Policy list: evaluation of the school business administrator, job descriptions, curriculum development, affirmative active program for school and classroom practices complaint procedure, Title I – fiscal responsibilities, Title I services, Pupil surveys, analysis and /or evaluations, gifted and talented pupils, instructional supplies, and sexual harassment. The next Policy Committee meeting will be held on December 16, 2020.

Hearing of Citizens (Resolutions Only)

NONE

ACADEMIC - Resolutions 1-6

Trustee Danchak-Martin moved and Trustee Zarro seconded a motion that the Board approve Academic Resolutions 1-6 as follows:

Upon a roll call vote, Academic Resolutions 1-6 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	Ms. Gewecke Kean University's Diversity Council on Global Education and Citizenship	11/20/20	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
Maddalena, Jenny	Supporting Students with Autism Spectrum Disorders (ASD) In Specials	1/8/20	New Providence, NJ	\$30.00/IDEA registration Prev. approved on BA 10/28/19 for different amount
Piro, Nikki	Practical Therapy Techniques for Challenging Articulation Cases	12/11/2020	Virtual	\$100.00

3. APPROVAL OF 2020-2021 DISTRICT MENTORING PLAN STATEMENT OF ASSURANCE

BE IT RESOLVED that the Board of Education approve the submission of the 2020-2021 District Mentoring Plan Statement of Assurance to the Executive County Superintendent.

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4. APPROVAL OF MEMORANDUM OF AGREEMENT

BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement with Rutgers Health and Science.

5. APPROVAL OF REVISION OF GIFTED AND TALENTED CURRICULUM

BE IT RESOLVED that the revision of the gifted and talented curriculum be approved for the 2020-2021 school year.

6. APPROVAL OF SOCIAL STUDIES CONSULTANT

BE IT RESOLVED that the Board of Education approves the appointment of Dr. Lillie Edwards to serve as Social Studies Consultant for the 2020-2021 school year at the rate of \$4,800.00.

ADMINISTRATION - Resolutions 1-4

Trustee Scalera moved and Trustee DeMaio seconded a motion that the Board approve 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 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:

2020-11-13 HIB Report to the Board
2020-11-20 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:

2020-09-25 HIB Report to the Board

3. APPROVAL OF 2020-2021 SCHOOL SAFETY AND SECURITY PLAN REVIEW AND STATEMENT OF ASSURANCE

BE IT RESOLVED that the Board of Education approves the submission of the 2020-2021 School Safety and Security Plan Review and Statement of Assurance to the Executive County Superintendent.

4. MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT OFFICIALS

BE IT RESOLVED that in accordance with the N.J.A.C. 6:29-10.1 et seq., the Board approves the Memorandum of Agreement and Addenda between Education and Local and County Law Enforcement Officials, and

BE IT FURTHER RESOLVED, that this agreement and Addenda be forwarded to the County Superintendent of Schools for approval.

FINANCE - Resolutions 1-11

Trustee Ferraro moved and Trustee DeMaio seconded a motion that the Board approve Finance Resolutions 1-11 as follows:

Upon a roll call vote, Finance Resolutions 1-11 were unanimously approved.

1. BILLS AND MANDATORY PAYMENTS

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated November 23, 2020 in the total amount of \$6435491.89 (Appendix C).

2. 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

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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 2020-2021 school year.

ADDITION:

SCHOOL	NUMBER OF STUDENTS	AMOUNT
Celebrate the Children	1	\$100,260 + Aide
The Institute of Education Achievement New Milford, NJ	1	\$85,215
Belleville NJ School District	1	\$21,500

3. APPROVAL OF NJSIAA ANNUAL MEMBERSHIP

BE IT RESOLVED that the Board of Education approve the annual membership for NJSIAA for the 2020-2021 school year at a fee of \$2,500.00.

4. ACCEPTANCE OF DONATION

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

AMOUNT	FROM
\$ 1,000.00	Donation of a Chickering Piano from Yantacaw PTO.

5. APPROVAL OF CONTRACT – ADVANCED MECHANICAL CORP.

BE IT RESOLVED that the Board of Education approve the contract with Advanced Mechanical Corp. to install a new compressor at John Walker Middle School at a fee of \$75,000.

6. ACCEPTANCE OF A GRANT

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

AMOUNT	FROM	REQUIREMENT
\$ 1,000.00	Equitable Foundation – Scholarship of America	Used for professional development, including but not limited to, in-service training, leadership activities, student filed trips etc.

7. APPROVE RENEWAL CONTRACT – CANDORIS TECHNOLOGIES

BE IT RESOLVED that the Board of Education approve the contract between the Nutley Board of Education and Candoris Technologies for basic support for VMware at a fee of \$11,650.00.

8. APPROVE RENEWAL CONTRACT – CANDORIS TECHNOLOGIES

BE IT RESOLVED that the Board of Education approve the contract between the Nutley Board of Education and Candoris Technologies for Splunk Enterprise – Term License with standard success plan at a fee of \$3,000.00

9. TRANSPORTATION CONTRACT

BE IT RESOLVED, that the Nutley Board of Education approve a transportation contract PARENT #5 with a parent to provide transportation for one Special Education student from Nutley to Celebrate the Children, Denville effective September 1, 2020 through June 30, 2021 at a cost of \$78.23 per day.

Subject to approval of the County Superintendent of Schools.

10. APPROVAL OF SPECIAL COUNCIL

BE IT RESOLVED, that the Nutley Board of Education approve the Special Counsel below:

**DiFrancesco Bateman, Kunzman, Davis, Lehrer & Flaum. P.C.
15 Mountain Boulevard
Warren, NJ 07059**

11. APPROVE THE SUBMISSION OF THE SOA FOR QSAC (QUALITY SINGLE ACCOUNTABILITY CONTINUUM) FACILITY CHECKLIST TO THE COUNTY BUSINESS ADMINISTRATOR

PERSONNEL – Resolution 1-2

Trustee Scalera moved and Trustee Zarro seconded a motion that the Board approve Personnel Resolutions 1-2 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 approve the Personnel Agenda Report dated November 23, 2020.

2. APPOINTMENT OF BELGICA POLANCO – ASSISTANT BUSINESS ADMINISTRATOR

BE IT RESOLVED that the Board of Education appoint Belgica Polanco as Assistant Business Administrator effective on or after November 24, 2020 through June 30, 2021, with a salary of \$96,000, prorated.

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 (First Reading)

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

1110	Nutley School District Organizational Chart
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Hearing of Citizens

Several residents addressed their concern about Nutley Schools District's decision to return to virtual learning. Dr. Glazer and the Board Members answered the questions of the citizens.

Old Business

NONE

New Business

NONE

Adjournment

There being no further business, the meeting was adjourned at 9:20pm on a motion by Trustee

Scalera seconded by Trustee Danchak-Martin and unanimously approved by voice vote.

Respectfully submitted,

David DiPisa
Board Secretary

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