

**NUTLEY BOARD OF EDUCATION
Virtual Meeting MINUTES
December 21, 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

Mr. DiPisa

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
Mrs. Janine Loconsolo
Director of Curriculum
Ms. Karen Greco
Human Resources

Correspondence: None

APPROVAL OF MINUTES

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

Open Public Meeting – November 23, 2020

SUPERINTENDENT'S REPORT

Dr. Glazer expressed to the community well wishes for this upcoming holiday and wished everyone a safe and healthy new year.

BOARD SECRETARY'S REPORT

Mr. DiPisa wished Fred Scalera all the best and thanked him for his years of service. He also acknowledged the Buildings and Grounds crew and commended them for a great job clearing the snow during last weeks' storm. Mr. DiPisa also commended the Board Committees for all their hard work during the last months' meetings. He also thanked the administrators and coordinators for fulfilling their budget request on time and submitting to the central office. Mr. DiPisa also wished everyone a happy and healthy holiday & new year.

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DIRECT OF BUILDING & GROUNDS

Mr. Parigi stated that the new compressor for the JHWMS will be arriving this week and is waiting for an installation date from Advanced Mechanical. CJ Vanderback is scheduled to do maintenance for all the boilers throughout the district and we are waiting on an installation date. Mr. Parigi stated we are also waiting on a delivery for the new heat exchanger for the Lincoln school gym. There was a gas leak in Spring Garden Gym unit; the gas leak was repaired but we are replacing fittings and black pipe on the roof to make sure this problem doesn't happen again. Mr. Parigi thanked his staff for a great job clearing the snow during our first major snow storm of the season.

Presentations:

Bi-Annual HIB Report
January 2020 through June 2020

Mr. Cappello

Moment of Silence:

Ed Olson was a dedicated teacher and coach in Nutley.
Mrs. Quirk read Ed Olson's obituary. Mr. Kucinski & Mr. Reilley spoke about Mr. Olson and he will be greatly missed in Nutley.

Mr. Kucinski, Mr. DeMaio, Mr. Reilly and Mr. Scalera recognized the Nutley Raider Football team and their coach on the accomplishments of the past season. The Nutley Football team will be formally recognized at the January Board Meeting.

Testimonial:

Mr. Kucinski

WHEREAS, Mr. Frederick Scalera has decided to not seek re-election as Board of Education Trustee and therefore, vacate his seat on the Nutley Board of Education, effective January 2021. He has signified his intention of stepping away from active Board service.

WHEREAS, Mr. Scalera has served on the Board of Education for the Nutley Public Schools for many years, and also served the Township of Nutley in a myriad of ways as a public servant.

WHEREAS, through the years, Mr. Scalera has exemplified the finest qualities of the Board Trustee position at all times and put the students of Nutley and their Education first and foremost.

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NOW, THEREFORE, BE IT RESOLVED that the Board of Education expresses to Mr. Scalera its deep appreciation for his long and faithful service and extends to him 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.

All Board Members and administrators wished Mr. Scalera all the best and expressed that he will be missed on the board.

Mr. Scalera spoke and thanked everyone for there well wishes.

Committee Reports

Academic Committee – Trustee Danchak-Martin reported the academic committee met on December 16, 2020. Mrs. Gerckens presented the committee members with an update on the ongoing programs and services provided by the school counseling department. This presentation included a description of the school counseling virtual learning plan, as well as updates at the elementary, middle, and high school levels. Mrs. Gerckens presented the 2021-22 Nutley High School Program of Studies, including changes to courses and course descriptions, as well as processes and procedures for scheduling in a virtual environment. Dr. Shoja and Mr. Viemesiter joined the committee to discuss long range scenarios for student, staff, and classroom technology device renewal. Dr. Shoja highlighted six options for devices that will be discussed with administration as we enter the budgeting season. Mrs. Mitschow joined the committee to update the members to the NJDOE bilingual testing modifications due to virtual learning. Nutley is preparing to participate in the bilingual literacy program. Mr. Bania and Mrs. Loconsolo presented the committee with the timeline, and projected scores for the annual QSAC review process. Dr. Glazer and Mr. Bania presented the nursing plan to the committee. Mr. Bania advised the committee that the district received \$228,171 in security grant money that will be applied to the Yantacaw secure entrance project. Dr. Glazer led a discussion surrounding the return to school for staff and students. Trustee Quirk asked questions regarding staffing, district communication, and certificated staff evaluations. Mr. Bania and Mrs. Loconsolo updated the committee to the observation process, including the NJDOE guidance release, DEAC committee recommendations, and progression of observations. Mr. Bania and Mrs. Loconsolo updated the committee on the progression of the 9th/10th grade PSAT, High School / Middle School tutoring program, and the Assessment committee. Our next meeting of the academic committee will be determined following the reorganization of the board in January 2021.

Administrative Committee – Trustee Carnicella reported the administrative committee met on December 15, 2020. Mrs. Gerckens presented changes in School Counseling PK through 12. Dr. Glazer detailed the Corona Virus Relief Fund, Cares Act Spending, and School Security grant. She also reviewed the budget development process, and her joy at receiving her budget book in advance of the first Ad-hoc budget committee. Mr. Bania reviewed the QSAC DPRs on the agenda for approval this evening. Dr. Glazer also gave an overview of the changed calendar for Winter Sports including the virtual practices for Hockey and Bowling. The committee engaged in a discussion of Return to School and Dr. Glazer shared legal and personnel updates. The next meeting of the administration committee is to be determined following the Board reorganization meeting.

Finance Committee – Trustee Ferrara reported the finance committee met on December 15, 2020. Alexis Goldman was present at the meeting from Solutions Architect and discussed the Oval Project and the remaining punch list items. We also discussed tree planting, score board and lighting. Merideth Gerckens reported on the objectives, plans and items being implemented by the guidance department since the onset of COVID-19. This presentation will be made to each Board Committee. Dr. Glazer discussed the pivoting to a date in the future to implement staff and students returning to in person learning. This discussion will be made with each Board Committee. Mr. Bania discussed the QSAC DPR's and submissions to the County Office. This discussion will be made with each Board Committee. Mr. DiPisa reported on the Corona Relief Fund spent in the amount of \$175,241.00 and the Cares Act Money spent to date in the amount of \$99,002.88. The Board Member Budget binders for 2021-2022 will be distributed after the reorganization meeting on 1/5/21 and the Budget Adhoc Committee will have a meeting sometime the first week following the reorganization meeting. Mr. Parigi reported on the JHWMS compressor, the heat exchanger at Lincoln School gym and Spring Garden School gym HVAC unit. The districts EMS Unit allowing remote settings for the heat and air conditioning needs to be evaluated and replaced. This would take place over a period of years. The maintenance and grounds departments were prepping for the impending storm. The next finance committee meeting date will be determined after our 2021 meeting schedule is approved.

Policy Committee – Trustee Zarro reported the policy committee met on December 16, 2020. They discussed the update reviewed policies from 10/28/2020 for the First Reading on December 21, 2020. They reviewed the OOO Bylaws (Governance) and they reviewed the 1000 (Administrative). The next policy committee meeting will include a review of 6000 (finance) and 8000 (Operations). All the policies are included in the agenda for your review. The next policy committee meeting will be determined following the reorganization meeting.

Mr. Kucinski:

Explained to all persons attending the meeting that committees of the Board of Education meet on a regular basis and discuss all the resolutions that are presented during Board Meetings.

Mr. Kucinski:

A Back to School 2020-2021 power point presentation was presented to everyone on the meeting showing documentation and data to explain the reasoning that the Nutley School district has decided to go back to a virtual setting.

Mr. Scott Eveland:

Mr. Eveland thanked Mr. Scalera for his service. Mr. Eveland also commented on the resolution to the addendum to the Superintendents' contract and expressed he would like the public to have the facts and the law regarding the contract. The resolution is a two-page addendum to an existing contract. The only thing the addendum did was modify the existing contract because the law has changed. Superintendents contracts must go to the DOE for approval and sign off.

Hearing of Citizens (Resolutions Only)

Several residents addressed their concern about Nutley Schools District's decision to return to virtual learning and also had questions regarding Dr. Glazers' contract. The Board Members answered the questions of the citizens.

We now come to the portion of our meeting where we allow members of the public to address the board. In this section we allow questions or comments on Resolutions Only.

Our Board regulations (#0167) allot 20 minutes for these communications. Each person shall be limited to three minutes and we ask you to try to stay within this requirement. Speakers may speak more than once only after all others wishing to speak on a topic have been heard.

All statements will be directed to me as the chairperson and no one may address board members individually.

Please be reminded that if your statement is: Too lengthy, abusive, obscene, irrelevant or redundant, your participation may be terminated.

Please remember to state your name and address each and every time you address the board. Does anyone have any questions?

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 approved; Trustee Reilly did not approve resolution #1.

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1. BE IT RESOLVED that the Board of Education approve the following:

A return to work, for all staff, in the buildings on Monday, February 22, 2021.

Students in grades PreK through 2, all levels of Special Education, grades 7, 9 and 10 will return to hybrid instruction in the buildings on Monday, March 1, 2021.

Students in grades 3 through 6, 8, 11 and 12 will return to school for hybrid instruction on Monday, March 8, 2021.

Please be advised that if the COVID-19 activity level lowers considerably in the State in the coming weeks, the Board will hold a special meeting in mid-January to re-evaluate an earlier return.

Parents should also be advised that should they want to continue in a 100% virtual environment, that will be available for students as well.

2. 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. Bradley (Mock Trial Comp Round 1)	1/12/21, 1/13/21	Essex County Courthouse, Newark, NJ (Virtual)
Nutley High School	Ms. Petrillo (Student Council)	1/15/21	Virtual (Discord Platform)
Nutley High School	Mr. Bradley (Mock Trial Comp Round 2)	1/19/21	Essex County Courthouse, Newark, NJ (Virtual)
Nutley High School	Mr. Bradley (Mock Trial Comp Round 3)	1/20/21	Essex County Courthouse, Newark, NJ (Virtual)
Nutley High School	Mr. Bradley (Mock Trial Comp Final Round)	1/25/21	Essex County Courthouse, Newark, NJ (Virtual)

3. 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
Mero, Steven Norris, Vanessa	Elementary WL Curriculum Compacting Meeting	11/25/20	Virtual	\$0

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Regos, Melanie				
Alvarez, John Campbell, Vance Gulardo, John Heary, David Huggins, Tarik McNish, Kara Piacentini, Debra Riley, James Tiritto, Michael	Essex County CTE Consortium	12/16/20	Virtual	\$0
Cullity, Kathleen Hellriegel, Angelique Irene, Angela Jiritano, Jennifer Mitschow, Julie	K-12 ESL WIDA Online Screening	12/18/2020	Virtual	\$0
Guariglia, Ana	Virtual In-District Heritage Spanish Testing	12/22/20	Virtual	\$0
Piro, Nikki	Conference for School-based Speech – Language Pathologists	1/19/2021	Virtual	\$100.00

4. APPROVAL OF PROGRAM OF STUDIES – HIGH SCHOOL

BE IT RESOLVED that the Board of Education approves the High School Program of Studies for the 2021-2022 school year.

5. APPROVAL OF NUTLEY PUBLIC SCHOOL DISTRICT’S NURSING PLAN

BE IT RESOLVED that the Board of Education approves the Nutley Public School District’s Nursing Plan for the 2020-2021 school year.

6. APPROVAL OF THE SUBMISSION OF NJQSAC DPR & STATEMENT OF ASSURANCE

WHEREAS, the Nutley Board of Education in the County of Essex is undergoing evaluation under NJ QSAC.

WHEREAS, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district’s DPR responses and the Statement of Assurance with respect to this process, and

WHEREAS, the Nutley Board of Education in the County of Essex has reviewed the districts DPR responses and Statement of Assurance and hereby approves these documents.

NOW THEREFORE BE IT RESOLVED, that the Nutley Board of Education does hereby authorize the Superintendent of Schools to submit the attached DPR and Statement of Assurances to the Commissioner of Educations in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

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ADMINISTRATION - Resolutions 1

Trustee Carnicella moved and Trustee Zarro 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:

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

FINANCE - Resolutions 1-10

Trustee Ferraro moved and Trustee DeMaio seconded a motion that the Board approve Finance Resolutions 1-10 as follows:

Upon a roll call vote, Finance Resolutions 1-10 were unanimously approved. Trustee DeMaio & Trustee Ferraro abstained on resolution #5.

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 October 31, 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 October 31, 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

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BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated December 21, 2020 in the total amount of \$ (Appendix C).

4. RENEWAL OF RISK MANAGEMENT CONSULTANT AGREEMENT

WHEREAS, the Board of Education of the Township of Nutley is a member of the Suburban Essex Joint Insurance Fund, and

WHEREAS, the Bylaws of said Fund requires that each Member appoints a Risk Management Consultant to perform various professional services as detailed in the Bylaws, and

WHEREAS, the Bylaws indicate a commission rate which shall not exceed six percent (6%) of the Assessment which represents reasonable compensation for the services required and which was included in the cost assessed the Nutley Board of Education

NOW, THEREFORE, be it resolved that the Board of Education of the Township of Nutley does hereby approve the reappointment of the C. Walter Searle Agency of Nutley, NJ as its Risk Management Consultant in accordance with the Fund's Bylaws, for the period January 1, 2021-December 31, 2021.

5. APPROVE AGREEMENT WITH NUTLEY ADMINISTRATORS' ASSOCIATION

BE IT RESOLVED that the Board of Education approves the Memorandum of Agreement and the salary guides with the Nutley Administrators' Association encompassing the terms and conditions of employment for the Nutley School Administrators for the period July 1, 2020 through June 30, 2023.

6. NUTLEY PUBLIC SCHOOL DISTRICT STANDARD OPERATING PROCEDURES AND INTERNAL CONTROLS MANUAL 2020-2021

BE IT RESOLVED that the Board of Education approve the Standard Operating Procedures and Internal Controls manual for 2020-2021.

7. TRANSPORTATION CONTRACT

BE IT RESOLVED, that the Nutley Board of Education approve a transportation contract PARENT #6 with a parent to provide transportation for one Special Education student from Nutley to the Institute for Educational Achievement, New Milford, NJ effective October 26, 2020 through June 30, 2021 at a cost of \$60.60 per day.

Subject to approval of the County Superintendent of Schools.

8. 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 2020-2021 school year.

ADDITION:

SCHOOL	Number of Students	AMOUNT
Cornerstone Day School Cranford, NJ	1	\$66,066
Shepard School Kinnelon, NJ	1	\$37,139
Essex County Vocational Technical School Newark, NJ	1	\$11,822
Shepard Preparatory High School Morris County NJ	1	\$77,583 +Aide
Terranova Group, Inc. t/a Chapel Hill Academy	1	\$63,360

DELETE:

SCHOOL	Number of Students	Effective Date
New Beginnings Fairfield, NJ	1	November 30, 2020

9. APPROVAL OF CONTRACT – CJ VANDERBECK AND SON, INC.

BE IT RESOLVED that the Board of Education approves the contract between the Nutley Board of Education and CJ Vanderbeck and Son, Inc. for annual boiler cleaning and preventative maintenance for the amount of \$11,570 for the 2021/2022 school year.

10. APPROVAL OF PAYMENT – LDI Corporate

BE IT RESOLVED that the Board of Education approves the payment between the Nutley Board of Education and LDI Corporate for Lamastech temperature pass management & face recognition terminals in the amount of \$66,566.20 from the Cares Act Fund.

PERSONNEL – Resolution 1-2

Trustee Scalera moved and Trustee Carnicella seconded a motion that the Board approve Personnel Resolutions 1-2 as follows:

Upon a roll call vote, Personnel Resolution #1 was unanimously approved. Personnel Resolution #2 was approved the vote was 5 voted for, 2 votes against, and 2 abstentions. (abstained by Trustee DeMaio & Trustee Ferraro and not approved by Trustee Quirk and Trustee Reilly) Personnel motion #2 passed.

1. PERSONNEL AGENDA REPORT

BE IT RESOLVED that the Board of Education approve the Personnel Agenda Report dated December 21, 2020.

2. Approval of an addendum to the Superintendents’ contract dated 2017-2022 for school years 2020-2021 and 2021-2022. A copy is on file in the Business Administrators Office.

POLICY – Resolution 1-3

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

Discussion: Mr. Kucinski said he appreciates the hard work of the policy committee & Ms. Zarro.

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

1. APPROVAL OF ADOPTION OF POLICIES (Rescind)

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

1521	Education Improvement Plans
1522	School – Level Planning

2. APPROVAL OF ADOPTION OF POLICIES (Second Reading)

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

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1110	Nutley School District Organizational Chart
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3. APPROVAL OF ADOPTION OF POLICIES (First Reading)

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

Bylaws:

0132	Executive Authority
0144	Board Member Orientation and Training
0170	Use of Electronic Devices by Board Members at Public Board Meetings
0173	0173 Duties of Public School Accountant

Policies:

1130	Staff Liaison Committees
1140	Affirmative Action Program
1210	Board-Superintendent Relations
1220	Employment of Chief School Administrator
1230	Superintendent's Duties
1310	Employment of School Business Administrator/Board Secretary
1320	Duties of School Business Administrator/Board Secretary
1330	Evaluation of the School Business Administrator
1331	Evaluation of the Board Secretary
1400	Job Descriptions
1510	Americans With Disabilities Act
1523	Comprehensive Equity Plan
1540	Administrator's Code of Ethics
1570	Internal Controls
1620	Administrative Employment Contracts
1631	Residency Requirement for Person Holding School District Office, Employment, or Position
2210	Curriculum Development
2415	.02 Title I - Fiscal Responsibilities
2415	.05 Pupil Surveys Analysis and/or Evaluation
2466	Needless Public Labeling of Pupils with Disabilities
2520	Instructional Supplies
3362	Sexual Harassment
4219	Commercial Driver Controlled Substance and Alcohol Use Testing
4352	Sexual Harassment

Regulations:

R1330	Evaluation of the School Business Administrator
R1400	Job Descriptions

R1510	Rights of Persons with Handicaps or Disabilities
R1570	Internal Controls
R2260	Affirmative Action Program for School and Classroom Practices Complaint Procedure
R2415	Title I Services
R2464	Gifted and Talented Pupils

Hearing of Citizens

Several residents addressed their concern about Nutley Schools District's decision to return to virtual learning and had issues with the new return to in-person learning date.

In this section we allow questions or comments on all school-related matters. Our regulations allot 30 minutes for these communications. Again, each person shall be limited to three minutes and we ask you to try to stay within this requirement. Speakers may speak more than once only after all others wishing to speak on a topic have been heard.

As I stated earlier, all statements will be directed to me as the chairperson and no one may address board members individually.

Please be reminded that if your statement is: Too lengthy, abusive, obscene, irrelevant or redundant, your participation may be terminated.

Please remember to state your name and address each and every time you address the board. Does anyone have any questions?

Old Business

None

New Business

None

Mr. Kucinski:

Thanked the Board members and the citizens for there input tonight. Happy Holidays and Stay Safe.

There being no further business, the meeting was adjourned at 8:43pm on a motion by Trustee Reilly seconded by Trustee DeMaio and unanimously approved by voice vote.

Respectfully submitted,

David DiPisa
Board Secretary

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