

**NUTLEY BOARD OF EDUCATION
OPEN PUBLIC MEETING MINUTES
February 22, 2021**

Announcement of Meeting - 6:30 PM – Virtual Meeting

Mr. Kucinski

President Kucinski opened the meeting at 6:30pm

Flag Salute

President Kucinski led the assembly in the flag salute

Call of Roll

David DiPisa

Present:

Mr. Salvatore Balsamo
Mr. Daniel A. Carnicella
Mrs. Lisa Danchak-Martin
Mr. Frank A. DeMaio
Mr. Salvatore Ferraro
Mrs. Theresa Quirk
Mr. Kenneth J. Reilly
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
Bella Polanco
Assistant Business Administrator
Mrs. Janine Loconsolo
Director of Curriculum
Ms. Karen Greco
Human Resources

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Moment of Silence

Mr. Kucinski held a moment of silence for Angelo Frannicola who passed away this week. Ken Reilly Frank DeMaio, and Julie Glazer also spoke and gave their condolences.

Approval of Minutes

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

Special Public Meeting – January 19, 2021

Open Public Meeting – January 25, 2021

Correspondence: None

Presentation

Lerch, Vinci & Higgins, LLP – 2019/2020 School Audit

Mrs. Liz Shick

Reports as follows:

1. Superintendent's Report

Dr. Glazer

Dr. Glazer reported last week we started our required COVID testing for staff. She also thanked the entire staff for the cooperation and a special thank you to Ian Viemeister for help with scheduling. We also have been testing our student athletes and coaches. Dr. Glazer said student are returning as of March 1st and parents will be receiving a letter with updated information, schedules and food service information. Dr. Glazer also mentioned that student COVID testing is optional. She also stated 1/3 of our students are staying virtual.

Dr. Glazer wanted people to know we are returning as hybrid instruction do to the capacity guidelines in place in New Jersey. It is our intention to grow and have all grade levels in at one time once the data shows it is safe.

Students will have access to counselors, if needed. We offer our monthly support group, Grief Speaks and virtual meet ups with parents and students. Dr. Glazer said she is very grateful for our counseling department.

Finally, she wanted to remind everyone on Wednesday February 24th at 7pm we are holding a COVID-19 Q&A. The panel will consist of physicals form Hackensack Meridian Medial center, medical students and Dr. Julie Glazer. All questions will be taken in advance and the link was posted online for staff and students. Dr. Glazer concluded that she cannot wait until the staff and students start returning to the buildings.

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2. Board Secretary's Report

Mr. DiPisa

Mr. DiPisa welcomed Bella Polonco to the Nutley School District as our Assistant Business Administrator. Bella started with the Nutley Board of Education on February 8th.

Mr. DiPisa thanked the Board of Education for their continued hard work through committee's meetings monthly. He also thanked Dr. Glazer and the central cabinet office for their continued hard work and commitment every day. The hard work that was initiated to bring our staff and students back in school at a hybrid level was tremendous.

Mr. DiPisa finally thanked the Buildings and Grounds department for their wonderful job with snow removal. Also, stating the coordination with the Building and Grounds Department and the Parks and Recreation department is outstanding.

3. Director of Buildings & Grounds

Mr. Parigi

Mr. Parigi was unable to attend the board meeting due to an emergency at Spring Garden School.

Committee Reports

1. Administration Committee: *The Committee met on February 18, 2021*

Mr. Balsamo stated Mrs. Danchak-Martin reviewed the architectural proposal, renderings and timeline for the secure entrance at Yantacaw School. Dr. Glazer detailed the budget development process and also shared information regarding 1095 filing with the IRS. Dr. Glazer and Mr. Bania shared information regarding Cares Act and ESSER funds. Dr. Glazer reviewed the COVID testing process for staff that begun February 16, and continues February 22- 26. We will also be testing students, coaches and advisors participating in wrestling, volleyball, and robotics. Dr. Glazer also shared that Kindergarten Registration will be an on-line process this year. Mr. Viemeister, Mr. Ferrara and Mrs. Boyle have worked closely with Realtime to make this happen. Mrs. Loconsolo will still spearhead a screening process for incoming kindergarteners. Dr. Glazer reviewed the update to the Reopening facilities inspection report. The committee engaged in a discussion of the 2021-2022 Academic and 12 Month calendars. Dr. Glazer shared legal and personnel updates. The next Administration Committee will be determined.

2. Academic Committee: *The Committee met on February 18, 2021*

Mrs. Danchak-Martin shared Mrs. Benavides, district ELA coordinator, discussed the use of culturally responsive texts and ELA strategies being used in the ELA department during remote learning. Mrs. Helen Doyle Marino, Director of Special Services, and Mrs. April Vitiello, Supervisor of Special Services joined the committee to provide an update. Mrs. Vitiello discussed the PreK program with regard to the return to in-person learning. Mrs. Doyle-Marino provided an overview to the district testing process and services provided to special education students with returning to in-person learning. Mr. Bania discussed the 2021-22 middle school

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program of studies, highlighting a few minor changes to the program. Mrs. Loconsolo shared with the committee a detailed presentation on Standards Based Grading. Mrs. Danchak-Martin shared with the committee sketches of the proposed Yantacaw school secure entrance and updated the committee with information and discussion from the Long Range Facilities Committee meeting. Mr. Bania updated the committee to the academic committee resolutions, shifts in Right at School childcare, the mandated bridge year program at NHS, 5th grade chromebook rollout, in-person cohort structure, Handle With Care notifications, DEAC committee conversation and recommendations, as well as potential SAT and ACT testing opportunities for Nutley High School students. Dr. Glazer updated the committee to the future Hackensack medical center presentation, district COVID testing of staff and extracurricular programs, legal and financial matters, as well as the 2021-22 academic calendar. Mr. Bania and Mrs. Loconsolo reviewed the professional development requests. The committee also discussed Google Meet security options. The next meeting of the academic committee will be on Monday, March 15th at 6pm.

3. Finance Committee: *The Committee met on February 16, 2021*

Mr. Ferraro stated Gary Vinci and Liz Schick from Lich, Vici, and Higgins presented the 2019-2020 Audit to the Finance Committee. The committee had procedural questions for administration and the auditors and all questions were answered. Liz Schick will present the audit to the full Board at the February 22, 2021 Public Meeting. A copy of the audit is in EDD for the entire Board to review. Gary Vinci also discussed the status of the 1095C filings with the IRS from 2016-2019 and penalties. Gary Vinci also discussed the OT/PT billings from outside vendors and the business office implementing procedures to account for hours/services billed to the district. Alexis Goldman from Solutions Architects presented the plan and renderings for the secure entrance at Yantacaw School. The committee reviewed and discussed the proposed drawings. These proposed drawings will be discussed in each of the committee meetings to obtain consensus for Solutions to move forward for bidding the project. Mr. Parigi's report was presented by Mr. DiPisa.

It consisted of the following:

We had approximately 125 feet of 4-inch cast iron sewer piping replaced at Washington Elementary School. Also had 100 feet of 1 ½ copper line replaced for our sump pump. We had received 3 quotes to replace two fuse panels at the warehouse. The quote also includes adding a heater and electrical outlets. We had a water line break in the concession stand. The electric heater failed. The pipe was repaired and a new heater was ordered. We received a shipment of six pallets of ice melt. Timmy Koster and his crew had been removing snow from the parking lots and streets in preparation for the teachers return. I would like to thank the township of Nutley for their assistance with this process. The custodial staff continues to paint and prep the classrooms for the return of students. I would like to acknowledge all of our staff with this year's snow removal. They all are committed to keeping our schools safe for students and staff. Nutley Public Schools Board Finance Committee Summary Notes Virtual Meeting 4PM February 16, 2021 November 12, 2014 4:30 PM Summary Notes Nutley Public Schools Mr. DiPisa reviewed the quotations from United Ford, Wolfington Bus Company, Northeast Janitorial, Spruce Industries and J. Valente Plumbing. Mr. DiPisa presented the invoice from

Norfolk Southern Railroad for the property adjacent to Washington School. The committee discussed the health benefit claims for the first six months of self -insurance. Mr. Ferraro requested a comparison of what the traditional benefits would have cost the district against the actual paid self-insurance rates the district paid. The report will be presented by Mr. DiPisa as soon as he has it. Mr. DiPisa told the committee the Piotrowski settlement agreement will be on the February 22, 2021 agenda for approval as per the attorney and discussed the Benecard renewal for 18 months at no increase in premium.

4. Policy Committee: *The Committee met on February 17, 2021*

Mrs. Quirk stated the meeting agenda contained 20 policy/regulation templates for review. The committee discussed several policies focused on school finances, and with the recommendations of Mr. Dipisa moved many to first reading. The committee discussed several policies focused on school safety drills with feedback from Mr. Ferrara/Mrs. Boyle, and tabled pending attorney discussion. The committee discussed policies/regulations regarding personnel/student records, as well as by-laws regarding virtual meetings, and moved several to first reading. Dr. Glazer updated the committee to Restart and Reopening procedures, and the committee reviewed the policy. The committee moved 12 policies/regulations to first reading at the February board meeting, tabled 8 policies/regulations until the next meeting for clarifying information. The committee would like to thank Mr. Dipisa, Mr. Ferrara, Mrs Boyle, and Ms. Greco for their recommendations and feedback prior to the meeting. The next meeting of the policy committee will be Monday, March 15th

5. Legal & Legislative Committee: *First Meeting February 25, 2021*

Ms. Zarro stated the Legal & Legislative Committee is a new committee consisting of Dr Glazer, Mr. DiPisa, Mr. Balsamo, Mr. Kucinski, our attorney Scott Eveland and Ms. Zarro. The first meeting will be held to coordinate the new committees' responsibilities. Ms. Zarro stated we are very excited about this new committee and hoping that it will be very productive.

Hearing of Citizens (Resolutions Only)

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?

No Public Comments

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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 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
Cappello, Joseph	Bergen County ASAP Virtual Conference	2/3/21	Virtual	\$0
Boyce, Nicole Moscaritola, Dara	NJASPERD Annual Convention	2/22/21-2/23/21 Prev. approved	Virtual	\$99.00/registration each
LaPeruta, Steven	L'Italia che non conosci ancora: Practical ideas for teaching Italian online	2/26/21	Virtual	\$0
Petrillo, Melissa	Foundations of CB1: Training Opportunity (20 hours)	3/1/21-4/1/21	Virtual	\$0
Andrejcisk, Samantha	Pennsylvania Music Educators Association Conference	4/15/21-4/16/21	Virtual	\$0

2. APPROVAL OF STATEMENT OF ASSURANCE – PARAPROFESSIONAL STAFF

BE IT RESOLVED that the Board of Education approve the bi-annual Statement of Assurance regarding the use of Paraprofessional Staff for the 2020-2021 school year.

3. APPROVAL OF PROGRAM OF STUDIES – JOHN H. WALKER MIDDLE SCHOOL

BE IT RESOLVED that the Board of Education approve the John H. Walker Middle School Program of Studies for the 2021-2022 school year.

ADMINISTRATION - Resolutions 1

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

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

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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:

2021-1-15 HIB Report to the Board

FINANCE - Resolutions 1-14

Trustee Ferraro moved and Trustee Carnicella seconded a motion that the Board approve Finance Resolutions 1-14 as follows:

Upon a roll call vote, Finance Resolutions 1-14 were approved and resolution #8 was voted no by Trustee Reilly.

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 January 31, 2021.

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 January 31, 2021 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. COMPREHENSIVE ANNUAL FINANCIAL REPORT/AUDIT 2019/2020

WHEREAS, the audit of the financial records of the school district for the 2019-20 school year has been made, according to the requirements of Title 18A, by the firm of Lerch, Vinci & Higgins, and

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education accepts the 2019-20 Comprehensive Annual Financial Report and the report of the independent auditors, which includes the audit recommendations which were discussed at the public board meeting of February 22, 2021.

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4. CORRECTIVE ACTION PLAN COMPREHENSIVE ANNUAL FINANCIAL REPORT/AUDIT 2019/2020

BE IT RESOLVED, That the Board approves the Corrective Action Plans as per (Appendix D) responding to the recommendations of the auditor and that copies of the Corrective Action Plans be submitted, as required, to the County Superintendent of Schools.

5. BILLS AND MANDATORY PAYMENTS

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated February 22, 2021 in the total amount of \$7,329,904.14 (Appendix C).

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 2020-2021 school year.

DELETE:

SCHOOL	DATE	CLASSIFICATION	STUDENT ID NUMBERS
David Gregory School Paramus, New Jersey	February 8, 2021	Autism	5930917447

7. CERTIFICATION OF COMPLIANCE

BE IT RESOLVED that the Board of Education approves certification of compliance with federal and state law respecting the reporting of compensation for certain employees.

I, David DiPisa school business administrator, or designee, of the Board of Education of Nutley, do make this certification pursuant to the provisions of N.J.S.A. 18A:17-14.4 (P.L. 2007, c. 53). 1. For the calendar year ending December 31, 2020, the following named individuals were employed by the Board of Education of Nutley in the identified positions:

- A. Julie Glazer as Superintendent of Schools.
- B. Kent Bania as Assistant Superintendent of Schools.
- C. David DiPisa as School Business Administrator.

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In the preparation and submission of federal and State of New Jersey income tax related documentation for the referenced individuals, the Board of Education of Nutley complied fully with federal and state law requirements respecting the types of compensation required to be reported for income tax purposes. For purposes of this certification, "income tax related documentation" includes tax forms W2's, W3's, 1099's, 927's, 941's, and such other reporting forms as may be required from time to time pursuant to state and/or federal income tax law.

8. APPROVAL OF SETTLEMENT AGREEMENT FOR PIOTROWSKI SETTLEMENT

BE IT RESOLVED that the Board of Education approves settlement agreement for Piotrowski vs. Nutley Board of Education lawsuit, a copy of the settlement agreement is on file in the Business office.

9. APPROVAL OF AGREEMENT FOR PROVISION OF PRESCRIPTION DRUG BENEFITS

BE IT RESOLVED that the Nutley Board of Education approves the agreement with Benecard Services, Inc. to provide fully funded prescription drug management services for an 18-month period January 1, 2021 through June 30, 2022 at the monthly rate of \$28.00 per eligible employee. This is no increase from the current rate.

10. APPROVAL OF CONTRACT – J. Valente Plumbing Heating & Cooling Inc.

BE IT RESOLVED that the Board of Education approves the contract between the Nutley Board of Education and J. Valente Plumbing Heating & Cooling Inc. for sewer line replacement at Washington School at a fee of \$16,625.00.

11. APPROVAL OF PRICE QUOTE – NORTHEAST JANITORIAL SUPPLY, INC.

BE IT RESOLVED that the Board of Education approves the quote from Northeast Janitorial Supply Inc. for foam hand sanitizer hands free dispensers for the Nutley School district at a fee of \$6214.80 from Cares Act Fund.

12. APPROVAL OF PRICE QUOTE – SPRUCE INDUSTRIES

BE IT RESOLVED that the Board of Education approves the quote from Spruce Industries for janitorial supplies for the Nutley School district at a fee of \$6952.50 from Cares Act Fund.

13. APPROVAL OF PRICE QUOTE – SCHOOL OUTFITTERS

BE IT RESOLVED that the Board of Education approves the quote from School Outfitters for twenty-five mobile bench cafeteria tables with particleboard core and powder coat frame for Nutley High School at a fee of \$30,507.75 from Fund 60 Cafeteria Account.

14. APPROVAL OF PRICE QUOTE – UNITED FORD LLC.

BE IT RESOLVED that the Board of Education approves price quotes from United Ford LLC in the total amount of \$58,288.48.

Amount	Description
\$31,343.48	2020 350 LR Cutaway RWD transit truck
\$19,995.00	2020 350 Classic Service Van body
\$6,950.00	2020 350 Van Body Accessories

LEGISLATION & LEGAL – Resolution

PERSONNEL – Resolution 1

Trustee Zarro moved and Trustee Danchak-Martin 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 February 22, 2021.

POLICY – Resolutions 1-2

Trustee Quirk moved and Trustee DeMaio seconded a motion that the Board approve Policy Resolutions 1 -2 as follows:

Upon a roll call vote, Policy Resolutions 1 – 2 were 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.

6150	Tuition Income
6471	School District Travel
8130	School Organization
R8140	Enrollment Accounting
8310	Public Records

2. APPROVAL OF ADOPTION OF POLICIES (First Reading)

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

6320	Purchase subject to Bid
R6470	Payment of Claims
8320	Personnel Records (M)
R8330	Student Records (M)
6470	Payment of Claims (M)
6620	Petty Cash (M)
6630	Athletic Fund
6640	Cafeteria Fund
6660	Student Activity Fund (M)
6700	Investments
R8320	Personnel Records (M)
0164.6	Remote Public Board Meetings during a declared Emergency

Hearing of Citizens

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?

Several residents addressed their concern about returning to school in hybrid state. Also residents were concerned if the school district was properly prepared for all students to return to buildings fully. Dr. Glazer and the Board Members answered the questions of the citizens

Old Business

None

New Business

None

Executive Session

MOTION TO CONVENE EXECUTIVE SESSION AT 8:20 pm

Trustee Zarro moved, Trustee Balsamo seconded, and the Board approved to convene executive session.

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 legal 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.

Return from Executive Session

RECONVENE PUBLIC MEETING 8:40 pm

Trustee Zarro Reilly moved, Trustee Balsamo seconded, and the Board approved to reconvene public meeting.

Adjournment

There being no further business, the meeting was adjourned at 8:40pm on a motion by Trustee Reilly seconded by Trustee Balsamo to adjourn the public meeting.

Respectfully submitted,

David DiPisa
Board Secretary

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