

# NUTLEY BOARD OF EDUCATION OPEN PUBLIC MEETING MINUTES May 20, 2024

**Announcement of Meeting – 6:30 PM** President Ferraro opened the meeting at 6:30PM.

## Meeting Notice

Mr. Ferraro

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 4, 2024. Said notice was posted at the entrance of the Board of Education offices, mailed to the Nutley Township Clerk, sent to Tap into Nutley, sent to Nutley Sun on January 4, 2024 and posted on the district website.

**Flag Salute** President Ferraro led the group in the flag salute.

## Call of Roll

Present:

Mr. Balsamo  
Mr. Battaglia  
Mrs. Danchak-Martin  
Dr. D'Elia  
Mr. Friginals  
Mr. Kucinski  
Mr. Scotti  
Mr. Ferraro

Also Present:

Mr. Bania, Superintendent  
Mrs. Loconsolo, Asst. Superintendent  
Ms. Polanco, Asst. BA  
Ms. Greco, Director of Communications  
Mr. Eveland, Board Attorney  
Ms. Makus, State Monitor

## Approval of Minutes

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

Open Public Meeting – April 29, 2024  
Executive Session - May 4, 2024  
Executive Session - May 6, 2024  
Budget Hearing - May 7, 2024

## Correspondence

**Reports as follows:**

1. Superintendent's Report  
Mr. Bania addressed the community with an update on the district.
2. Assistant Superintendent's Report  
Mrs. Loconsolo shared an update with the community.

**Presentations:**

Spelling Bee Winners	Mrs. Loconsolo, Mr. Gurrieri
Seal of Biliteracy Recognition	Mrs. Loconsolo, Mrs. Garcia
History Fair Winners	Academic Booster Club

**Hearing of 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 comments on reports, resolutions, and all school – related matters.

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. Comments concerning district employees and/or students will not be responded to.

Please remember to state your name and address each and every time you address the board.

For questions where the board may not have immediate answers, the board will take information and respond to you at an appropriate time.

Does anyone have any comments?

Community members came to the microphone to speak. After 90 minutes in the meeting, the Board then voted to end public comment with the following Board members voting yes: Mr. Balsamo, Mrs. Danchak-Martin, Mr. Kucinski, Mrs. Quirk. The following Board members voted no to end public comment: Mr. Battaglia, Dr. Elia, Mr. Fragnals, Mr. Scott and Mr. Ferraro. The motion failed and public comment continued.

**ACADEMIC - Resolutions 1-2**

Trustee Battaglia moved, Trustee Quirk seconded, and the following Academic Resolutions 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, *in* accordance with Policy 2340 Field Trips:

SCHOOL	TEACHER/PROGRAM	DATE	LOCATION	COST
JHWMS	Afflitto, Sarah	6/6/24	Nutley, NJ	\$0

NHS	Gaines, Stephone	5/23/24	Montclair, NJ	\$0
LS,RS,SG,WS,YS	Grade 6 Teachers- Districtwide	6/3/24	Nutley, NJ	\$0
RS	Ritacco, Laura	6/5/24	Nutley, NJ	\$0
NHS	Project Graduation	6/20/24	East Rutherford, NJ	2 Buses

**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, in accordance with Policy 3240 Professional Development for Teachers and School Leaders:

EMPLOYEE/ BOARD MEMBER	PROGRAM NAME	DATE	LOCATION	COST
Cappello, Joe	High Focus Centers (Cranford site visit)	5/8/24	High Focus Centers, Cranford NJ	\$0 + mileage
Cataliotti, Francesca	Threat Assessment Training	5/15/24	Virtual	\$0
Egan, Tracy	Don't Wait for Failure: Best Practice Toolbox for Directors	6/5/24	McCloone's Boathouse West Orange, NJ	\$0 + mileage
Harris, Heather	Managing Traumatic Loss in the School Community	4/29/24	Virtual	\$0
Mayewski, Andrew	NJSMA Membership PD Day	6/4/24	The Mansion at Franklin Lakes, Mountain Lakes, NJ	\$0 + mileage
Afflitto, Sarah	NJSMA Membership PD Day	6/4/24	The Mansion at Franklin Lakes, Mountain Lakes, NJ	\$0 + mileage
Nowik, Elisabeth	Mark Wood's Electrify Your Symphony	5/21/24	Hillsborough High School 466 Raider Blvd, Hillsborough Twp, NJ	\$0 + mileage
Nowik, Elisabeth	NJSMA Membership PD Day	6/4/24	The Mansion at Mountain Lakes, Mountain Lakes NJ	\$0 + mileage

**ADMINISTRATION - Resolutions 1-2**

Trustee Kucinski moved, Trustee Balsamo seconded, and the following Administrative Resolutions were 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:

- HIB Report to the Board 2024-04-12
- HIB Report to the Board 2024-04-26

## **2. APPROVAL OF HARASSMENT, INTIMIDATION & BULLYING (First Reading)**

BE IT RESOLVED that the Superintendent of Schools' has reported to the Board of Education the results of the HIB investigation report(s) listed below. Parents of involved students' offenders and targets/victims shall be provided with information about the investigation in writing within five school days after the results of the investigations are reported to the Board of Education.

HIB Report to the Board 2024-05-03  
HIB Report to the Board 2024-05-17

### ***FINANCE - Resolutions 1-18***

Trustee Battaglia moved, Trustee Balsamo seconded, and the following Finance Resolutions were unanimously approved.

#### **1. APPROVAL OF BOARD SECRETARY AND TREASURER'S REPORTS - July 2023 - Dec 2023**

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 periods ending:

July 31, 2023	August 31, 2023	September 30, 2023
October 31, 2023	November 30, 2023	December 31, 2023

#### **2. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS - July 2023 - Dec 2023**

BE IT RESOLVED that pursuant to NJAC 6A:23-2.11(c)4, the Nutley Board of Education certifies that as of July 2023 - December 2023 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. APPROVAL OF BOARD SECRETARY AND TREASURER'S REPORTS - Jan 2024**

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, 2024

#### **4. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS - January 2024**

BE IT RESOLVED that pursuant to N.J.A.C. 6A-16.10.(c)4(i) the Nutley Board of Education cannot certify that as of January 30, 2024 no major account fund has been overexpended and that sufficient funds are available to meet the financial obligations for the remainder of the year. As directed by N.J.A.C. 6A-16.10(4)ii, the Nutley Board of Education directs the chief school administrator to initiate steps outlined in N.J.A.C 6A-16.10.(b)1 and to notify the Executive County Superintendent of the anticipated deficit and prepare the required information for submission.

#### **5. APPROVAL OF BOARD SECRETARY AND TREASURER'S REPORTS - Feb 2024 - Apr 2024**

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 periods ending:

February 29, 2024

March 31, 2024

April 30, 2024

**6. CERTIFICATION OF MAJOR ACCOUNT FUND STATUS - Feb 2024 - Apr 2024**

BE IT RESOLVED that pursuant to N.J.A.C. 6A-16.10.(c)4(i) the Nutley Board of Education cannot certify that as of February 29, March 31, and April 30, 2024 no major account fund has been overexpended. The Nutley School District has been in conversation with the New Jersey Department of Education about a long-term interest free loan. Finalization of the loan will allow the Nutley Board of Education to certify that sufficient funds will be available to meet the Board of Education's financial obligations for the remainder of the year.

**7. BILLS AND MANDATORY PAYMENTS - May 2024**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated May 20, 2024 in the total amount of \$6,740,318.28 (Appendix C).

**8. TRANSFER SCHEDULE - April 2024**

BE IT RESOLVED that the Board of Education approve, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8-1, the April transfers in the 2023-2024 budget (Appendix D).

**9. APPROVAL OF SPECIAL COUNSEL FOR THE NUTLEY BOARD OF EDUCATION**

BE IT RESOLVED that the Board of Education does hereby approve Dennis McKeever of Chasan Lamparello Mallon & Cappuzzo, PC. as Special Counsel for the Nutley Board of Education effective March 14, 2024 through June 30, 2024 at the rate of \$175/hr.

**10. PROFESSIONAL APPOINTMENTS – 2024-2025**

BE IT RESOLVED that the Board of Education hereby approves the following professional appointments:

<u>Position</u>	<u>Name</u>	<u>Rate</u>
Auditor, 23-24 SY	Lerch, Vinci & Bliss, LLP	\$38,200*

\*Rate unchanged from 22-23 SY

**11. CLASS PLACEMENT – Hospitalized and Homebound Students – April- June 2024**

BE IT RESOLVED that the Board of Education hereby authorizes the Superintendent of Schools to approve arrangements for hospitalized students pursuant to N.J.A.C 6A:16-10.1, to provide alternative instruction for such students, and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the attendance of Nutley students below for the 2023-2024 school year:

**ADD**

SCHOOL	AMOUNT	NUMBER OF STUDENTS
Four Winds	\$64/hr (10 hours per week)	1
Learnwell	\$62.50/hr	1

**12. APPROVAL OF CONTRACT – FOUR WINDS 2023-24**

BE IT RESOLVED that the Board of Education hereby authorizes the Superintendent of Schools to approve arrangements for hospitalized students pursuant to N.J.A.C 6A:16-10.1, to provide alternative instruction for such students.

BE IT FURTHER RESOLVED, that the Board of Education authorizes the attendance of Nutley students at Four Winds for the 2023-2024 school year.

**13. TRANSPORTATION SERVICES AGREEMENT – HOPATCONG BOROUGH BOARD OF EDUCATION (SUSSEX COUNTY REGIONAL COOPERATIVE) 2024-2025**

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, Athletics, and field trip students for the 2024-2025 school year. The agreement will provide coordinated transportation services between the Hopatcong Borough Board of Education and any joining districts.

**14. Requests for Use of 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
Nicole Davino Lincoln School PTO	Lincoln School PTO Set Up for Muffins With Me	Lincoln School Gym	5/9/24	6:30 pm-9:00 pm	Facilities: None Custodian: None	1
Nicole Davino Lincoln School PTO	Lincoln School PTO Muffins With Me	Lincoln School Black Top	5/10/24	6:30 am-8:30 am	Facilities: None Custodian: None	1
Nicole Davino Lincoln School PTO	Lincoln School Family Fun Day	Lincoln School Black Top	6/6/24	4:00 pm-10:00 pm	Facilities: None Custodian: None	1
Nicole Davino Lincoln School PTO	Lincoln School PTO Set Up for Donuts With My Dude	Lincoln School Gym	6/13/24	6:30 pm-9:00 pm	Facilities: None Custodian: None	1
Nicole Davino Lincoln School PTO	Lincoln School Donuts With My Dude	Lincoln School Black Top	6/14/24	6:30 am-9:30 am	Facilities: None Custodian: None	1
<b>Total Use of Property Represented By The Above</b>						<b>5</b>

**15. SPECIAL CLASS PLACEMENT – Educationally Disabled Students ESY – 2023-2024**

BE IT RESOLVED that the Board of Education approves the Extended School Year Program, listed below, for the Summer of 2023:

A correction of (1) day for The Jardine Academy in the amount of \$418.95 for an annual amount of:

SCHOOL	AMOUNT	NUMBER OF STUDENTS
The Jardine Academy	\$25,137.00	2

**16. LEASE OF BOARD PROPERTY ON OVERLOOK TERRACE – 2024-2025**

BE IT RESOLVED that the Board of Education leases property owned by it, known as Lot Number 14, Block 212 on the tax maps of the Township of Nutley, to Mr. John Janiec and Mrs. Anne Janiec, his wife, for a term beginning May 1, 2024 and terminating April 30, 2025, at a term rental of One Dollar (\$1.00) in accordance with all requirements specified in the lease.

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes its officers to execute said lease.

**17. LEASE OF BOARD PROPERTY ON ROMANO STREET – 2024-2025**

BE IT RESOLVED that the Board of Education leases property owned by it, known as Lot Numbers 45 and 46, Block 18 on the tax maps of the Township of Nutley, to Gary Thumm, for a term beginning May 1, 2024 and terminating April 30, 2025, at a term rental of One Dollar (\$1.00) in accordance with all requirements specified in the lease.

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes its officers to execute said lease.

**18. LEASE OF BOARD PROPERTY ON ROMANO STREET – 2024-2025**

BE IT RESOLVED that the Board of Education leases property owned by it, known as Lot Numbers 78 and 79, Block 18 on the tax maps of the Township of Nutley, to Angelo Rotonda, for a term beginning May 1, 2024 and terminating April 30, 2025, at a term rental of One Dollar (\$1.00) in accordance with all requirements specified in the lease.

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes its officers to execute said lease.

***PERSONNEL – Resolutions 1 - 3***

Trustee D’Elia moved, Trustee Quirk seconded, Trustee Battaglia abstained and the following Finance Resolutions were approved.

**1. PERSONNEL AGENDA REPORT**

BE IT RESOLVED that the Board of Education approve the Personnel Agenda Report dated April 29, 2024.

**A . Employment**

- Mr. Kent Bania**, Superintendent of Schools, recommends the Board of Education approve the following appointments of **Certificated District Staff**, effective for the dates listed below, and, in some cases, pending NJ. PL. 2018.c.5 as designated below.

1.	Polanco, Belgica	Acting Board Secretary	5/7/24	Ms. Polanco to assume role of Acting Board Secretary at no additional cost Effective 5/7/24	
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2. **Mr. Kent Bania**, Superintendent of Schools, recommends the Board of Education approve the following appointments of **Non-Certificated Staff** effective for the dates listed below, and, in some cases, pending NJ. PL. 2018.c.5 as designated below.

N/A

3. **Mr. Kent Bania**, Superintendent of Schools, recommends the Board of Education approve the following **Employment Amendments** from previous agendas for certificated and non-certified staff.

1.	Employee # 4860	Termination	5/10/24		
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**B. Resignations**

**Mr. Kent Bania**, Superintendent of Schools, recommends the Board of Education approve the following **resignations** at the below rates for the dates listed below.

1.	Hebert, Arlene	Confidential Payroll and Benefits Specialist	DIST	6/30/24	Resignation	
2.	Infante, Brianna	Teacher	WS	6/30/24	Resignation	
3.	Jiritano, Jennifer	Teacher	LS	6/30/24	Resignation	
4.	LaNeve, KristaMarie	Teacher	LS	6/30/24	Resignation	
5.	Lodato, Amelia	Teacher	NHS	6/30/24	Resignation	
6.	Martin, Jeff	Teacher	SG	6/30/24	Resignation	
7.	Hirsh, Sarah	Social Worker (.5)	LS	6/30/24	Resignation	
8.	Employee #4708	Employee	DIST	6/30/24	Resignation	
9.	Employee #4709	Employee	DIST	6/30/24	Resignation	
10.	Employee #4607	Employee	DIST	6/30/24	Resignation	
11.	Employee #4741	Employee	DIST	6/30/24	Resignation	
12.	Employee #4756	Employee	DIST	6/30/24	Resignation	
13.	Employee #4530	Employee	DIST	6/30/24	Resignation	

**C. FMLA/Maternity Leaves/Sick Bank/Leave of Absences**



**Mr. Kent Bania**, Superintendent of Schools, recommends the Board of Education approve the following **leaves of absences and/or amendments to leaves** for the following staff members:

1.	Pate, Tara	Teacher	YS	9/1/24	11/22/24	FMLA 9/1/24-11/22/24 RTW 11/25/25	
2.	Petrillo, Melissa	Teacher	NHS	9/1/24		SD 9/3/24-10/29/24 FMLA 10/30/24-1/29/25 Unpaid LOA 1/30/25-6/30/25	
3.	Straface, Jamie	Teacher	WS			Amend Return to Work Date to 6/3/24	
4.	Klinger, Brittany	Teacher	WS	6/10/24	12/1/24	SD 6/10/24-6/30/24 FMLA 9/1/24-11/22/24 Unpaid LOA 11/25-12/1/24 RTW 12/2/24	
5.	Caraccio, Steve	CST	MS	9/3/24	11/22/24	FMLA 9/3/24-11/22/24 RTW 11/25/25	
6.	Employee # 0621	Employee	DIST	4/17/24	5/31/24	Sick Bank Approved	
7.	Employee #1978	Employee	DIST	5/3/24	6/19/24	Sick Bank Approved	

**2. ABOLISHMENT OF POSITIONS**

BE IT RESOLVED that the Board of Education approves the abolishment of the following positions:

- Coordinator of Mathematics
- Coordinator of English Language Arts
- Coordinator of Science
- Coordinator of Social Studies
- Coordinator of Integrated Instructional Technology
- Coordinator of World Language and English as a Second Language
- Coordinator of Fine, Practical and Performing Arts and Career and Technical Education
- Coordinator of Early Childhood
- Supervisor of Special Services
- Extended Day Administrator
- Nurse’s Bookkeeper
- Dean of Students
- Math Instructional Coach K-6
- Administrative Assistant to the Superintendent
- Business Office Confidential Secretary
- Assistant Superintendent of Business/Board Secretary
- Assistant Superintendent of Schools: Curriculum and Instruction
- Director of Student Support and Interventions

### **3. APPROVAL OF JOB DESCRIPTIONS**

BE IT RESOLVED that the Board of Education approves the following job descriptions:

Supervisor, K-12 Mathematics

Supervisor, K-12 English Language Arts

Supervisor, 7-12 Science and Technology

Supervisor, 7-12 Global Studies

Supervisor, 7-12 Fine and Performing Arts and Career and Technical Education

Supervisor, Early Childhood and Early Intervention

Supervisor, Special Services and Preschool Intervention and Referral Specialist (PIRS)

#### **Old Business**

#### **New Business**

#### **Executive Session**

At 8:42pm, Trustee Kucinski moved, Trustee Danchak-Martin 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 personnel, anticipated litigation, and service contracts.

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.

#### **Adjournment of Executive Session**

**No Action will be taken.**

#### **Adjournment**

***This document is subject to additions, withdrawals and modifications without notice.***