

ANNUAL REPORT
1965-66

August 30, 1966

Board of Education
Nutley, New Jersey

Ladies and Gentlemen:

The 1965/66 annual report is a partial record of the achievements, activities, and progress of the seven schools and the 5400 students who are in attendance.

We have also pointed out problems and presented recommendations which may serve as guidelines in their resolution. Once again we are pleased to note that the recommendations listed in last year's report provoked thoughtful consideration. It is hoped that this document will serve in a similar fashion.

Kingman Brewster, Jr., president of Yale University, recently stated that "there is no greater challenge than to have someone relying upon you; no greater satisfaction than to vindicate his expectation." The Nutley community relies heavily on the Board of Education and this Board of Education has certainly vindicated its expectation. You, as a Board of Education, have shown impressive dedication to the concept of universal public education and it has been a distinct pleasure to work with you in attempting to fulfill this great idea.

Respectfully submitted,

Robert D. Fleischer

RDF:a

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ENROLLMENT DATA

The policy of an annual enrollment projection has been continued. Annual revisions are necessary because variables do not remain constant. The metropolitan area is in the throes of a great population change and it is imperative that projections be made annually if we are to plan wisely.

Our most recent projection was made on February 15, 1966 and was based on the following variables:

- (1) an increase of five students per grade (grades 1-6) per year based on previous five year experience
- (2) the 196~~7~~-6~~8~~ through 197~~3~~-7~~4~~ kindergarten enrollment is an average of the five year period, 196~~2~~-6~~3~~ through 196~~6~~-6~~7~~
- (3) there is a loss of 2.3 per cent from kindergarten to first grade, based on experience of the five year period, 1960-61 through 1965-66
- (4) an enrollment increase of 12 students in the seventh grade, based on the previous five year experience, and an increase of three students in the eighth grade, based on the previous five year experience
- (5) 95 students added to the ninth grade to provide for transfers from parochial schools
- (6) high school enrollments based on three per cent dropout per year, per grade

We have found a steady increase in families with children moving to Nutley from the cities. This probably will continue for the next few years.

TABLE I

PROJECTED ENROLLMENT

	K	1	2	3	4	5	6	7	8	9	10	11	12
1972-73	386*	378	383	388	393	398	403	407	399	517	481	477	448
1971-72	386*	378	383	388	393	398	395	396	422	506	492	462	467
1970-71	386*	378	383	388	393	390	384	419	411	507	476	481	478
1969-70	386*	378	383	388	385	379	407	408	412	491	496	493	464
1968-69	386*	378	383	380	374	402	396	409	396	511	508	478	437
1967-68	386*	378	375	369	397	391	397	393	416	524	493	451	445
1966-67	386*	370	364	392	386	392	381	413	429	508**	465	459	435
1965-66	379	359	387	381	387	376	401	426	413	479	473	448	442
1964-65	372	372	381	384	366	379	410	406	372	481	473	436	467
1963-64	393	371	390	351	371	402	396	358	370	503	468	472	423
1962-63	391	382	339	366	368	412	353	369	393	495	494	427	354
1961-62	396	376	341	376	379	366	356	389	393	571	442	352	347
1960-61	350	378	352	371	358	353	384	396	438	516	359	356	347
1959-60	403	360	378	351	342	366	364	453	406	406	423	380	324
1958-59	351	369	341	331	364	366	421	418	341	442	431	343	283

*5 year average

**Additional 95 from parochial, three per cent drop-out

TABLE II
Projections by School Organization

<u>Year</u>	<u>K-6*</u>	<u>7-8</u>	<u>9-12</u>	<u>Total</u>
1963-64	2674	728	1866	5268
1964-65	2664	778	1857	5299
1965-66	2670	839	1842	5351
1966-67	2671	842	1867	5380
1967-68	2693	809	1913	5415
1968-69	2699	805	1934	5438
1969-70	2706	820	1944	5470
1970-71	2702	830	1942	5474
1971-72	2721	818	1927	5466
1972-73	2729	806	1923	5458

*Does not include special education

These projections indicate that there will be a slight but steady increase in elementary enrollments and this will be reflected in the projected secondary enrollments. The high school enrollment should approach 1950 students in 1969-70.

Enrollment Trends by School

Table III attempts to show enrollment trends by school. You will note that there has been a steady upward trend at Yantacaw school since 1958-59. We are at or near capacity at both Lincoln and Radcliffe schools and above capacity at Yantacaw. Additional classrooms could now be used at Radcliffe school and an increase in enrollment would "force" the issue.

The rise in High school enrollment (grades 9-12) has been slowed. The 1965-66 enrollment declined slightly from the previous year, as expected. Our "relief" however, will be short-lived. High school enrollments will again increase to new highs in the near future.

TABLE III

ENROLLMENT TRENDS*

<u>School</u>	<u>56-57</u>	<u>57-58</u>	<u>58-59</u>	<u>59-60</u>	<u>60-61</u>	<u>61-62</u>	<u>62-63</u>	<u>63-64</u>	<u>64-65</u>	<u>65-66</u>
Linc.	656	646	661	664	646	685	672	708	703	698
Sp. Cdn.	603	591	570	592	569	557	541	543	533	544
Wash.	505	499	468	464	453	469	508	510	493	496
Yant.	514	516	488	489	515	524	553	564	598	615
Rad.	<u>392</u>	<u>399</u>	<u>382</u>	<u>379</u>	<u>386</u>	<u>382</u>	<u>363</u>	<u>377</u>	<u>370</u>	<u>352</u>
K-6	2670	2651	2569	2588	2659	2617	2637	2702	2697	2705
7 & 8	743	699	759	859	834	782	762	728	778	839
9-12	<u>1212</u>	<u>1369</u>	<u>1499</u>	<u>1533</u>	<u>1578</u>	<u>1716</u>	<u>1770</u>	<u>1868</u>	<u>1857</u>	<u>1844</u>
Total	<u>4625</u>	<u>4719</u>	<u>4827</u>	<u>4980</u>	<u>5071</u>	<u>5115</u>	<u>5169</u>	<u>5298</u>	<u>5332</u>	<u>5388</u>

*As of September 30

TABLE IV
Pupil Capacity in Nutley Elementary Schools

<u>School</u>	<u>Classrooms* & Stations</u>	<u>Full Capacity</u>	<u>Enrollment 9/30/65</u>
Yantacaw	21	518	615
Washington	22	540	496
Lincoln	32	711	698
Spring Garden	25	608	544
Radcliffe	<u>14</u>	<u>337</u>	<u>352</u>
	114	2714	2705

*Includes music rooms, art rooms, science labs; does not include library, auditorium, cafeteria, and gymnasium.

The above clearly shows that the increased enrollment is "forcing" the issue of additional building needs. Our projections show that there will be slight increases in elementary enrollments annually in six of the next seven years. The time to plan action is now, and the time to act is during the next school year.

Maintenance of neighborhood school zoning will be difficult without careful planning. We are now above pupil capacity at Yantacaw and Radcliffe schools and Lincoln school is approaching its capacity.

Radcliffe, in addition to its crowded situation, is the only school without a centralized library or other specialized classrooms. A 6 to 8 addition at Radcliffe would give flexibility to planning and enhance the educational program at Radcliffe. Serious and immediate consideration should be given to this problem. Previous annual reports of the Superintendent in 1962, 1963, 1964, and in 1965 brought out the eventuality of the need for building expansion at Radcliffe school.

To relieve the Yantacaw overcrowding, serious thought should be given to rezoning. Our "crowding problems" could be resolved in the following manner:

- | | |
|---------|--|
| 1967-68 | Rezone Yantacaw district so that 50 to 75 pupils would transfer to Spring Garden school |
| 1968-69 | With a 6 to 8 room addition to Radcliffe, rezone Spring Garden district so that 50 to 75 pupils would be transferred to Radcliffe school |

CLASS SIZE

The average size of elementary classes was 25.4 on September 30, 1965. This is slightly higher than the average class size in the previous year. There was one class over 33 as compared to none a year ago. There were 16 classes over 30 as compared to six a year ago. Seven of these classes were at the Yantacaw school. Unless we build an addition and rezone, this situation can become serious.

There has been a conscious effort to keep class size lower in the primary grades (25 or less) and under 30 at the intermediate grade levels. This is not always possible because of facilities or unanticipated enrollment changes. Crowded facilities at Yantacaw school are becoming critical.

The average class size in the High school increased slightly in English, Social science and foreign languages. There was a decrease in the average class size in science and business education. Table V shows a comparison for the past four years in this respect.

TABLE V
Nutley High School Class Size

<u>Subject Area</u>	<u>1962/63</u>	<u>1963/64</u>	<u>1964/65</u>	<u>1965/66</u>
English	27	25	24	25
Social Science	29	25	25	26
Science	25	25	25	23
Mathematics	25	25	24	25
Foreign Languages	21	23	23	24
Business Education	23	24	24	23
Special Areas	18	19	20	20

TABLE VI
Kindergarten Enrollments

<u>School</u>	1964/65		1965/66		<u>Registered</u>	<u>Predicted*</u>
	<u>Registered</u>	<u>Actual</u>	<u>Registered</u>	<u>Actual</u>		
Yantacaw	68	85	68	78	81	91
Washington	61	68	72	80	66	71
Lincoln	74	93	93	92	84	92
Spring Carden	74	81	78	79	74	81
Radcliffe	<u>44</u>	<u>45</u>	<u>50</u>	<u>50</u>	<u>46</u>	<u>48</u>
	321	372	361	379	351	383

*On basis of previous experience

The impact of Federal legislation on education should not be minimized. Project Headstart (summer kindergarten for deprived four year olds) is not a new idea, but with federal funding taking place we can envision a regular kindergarten session for all four year olds.

PERSONNEL

The administrative changes which took place during the 1965/66 school year were effective and enhanced our educational program. Mr. Fowler, as assistant superintendent of schools in charge of elementary education, continued to provide exemplary service to the school district. Mr. D'Andrea, as principal of Lincoln school, and Miss Verduin, as his assistant, did a most commendable job in their new assignments. Mr. Zwirek's being placed on an 11-month basis has worked out well. He is now fully and actively involved in high school scheduling.

The following retired on June 30, 1966:

	<u>Years of Service in Nutley</u>
Miss Margaret Maher, High School	39
Mrs. Virginia Kammerer, Secretary, Yantacaw	16

Fifteen (15) teachers were offered their tenure contracts:

High School

Mr. Alex B. Conrad
Mr. Alfred R. Hoppe
Mr. George C. Horak
Miss Arlene Woeckener
Mrs. Catherine Deller

Franklin School

Miss Elaine Acocella
Mr. Donald Baumann

Elementary

Mrs. Barbara Hambright
Miss Georgeann Hayward (as of November, 1966)
Miss Mary Hogan
Miss Carol Ann Rossi
Mrs. Gilda Schwartz
Mr. Anthony J. Stivala
Mr. Vincent Tagliaferri
Mrs. Dorothy W. Welle

More than a third (98) of the Nutley professional staff have a master's degree or higher. This compares favorably with both state and national statistics. This summer, 22 teachers attended school for further education and 15 participated in an in-service workshop for a total of 15.3 per cent of the teaching staff. During the course of the 1965/66 school year, 53 of our teachers, composing 21.9 per cent of the teaching staff, attended late afternoon, evening and/or Saturday sessions.

FEDERAL PROGRAMS

The 1965/66 school year was marked by a full-scale entrance of federal funding for special projects and programs in the local school districts. Nutley was allocated \$46,000 under Title I of the Elementary and Secondary Education Act of 1965. Under Title II of the same act, Nutley received about \$8,000 to be used for the purchase of library books.

Nutley was one of the first school districts in New Jersey to take advantage of the new legislation. We expanded our existing Saturday Reading Clinic to the Saturday Extension Program. This program served as a pattern throughout the state for similar programs.

The Saturday program is remedial and tutorial in nature and includes instruction for Nutley pupils (public and parochial) in the following areas: reading, English, history, mathematics, perceptual motor training, business education, speech correction, psychological services, foreign language, and counseling services. More than 500 pupils were served during the school year in this program. We are anxiously awaiting an evaluation of the program, which is being done by an independent research organization. Results of reading tests clearly indicate that the program, at least this portion of it, was a dramatic success.

TABLE VII
1965/66 Saturday Reading Program

Reading Growth - Grades 4-8

	<u>1st Semester</u>	<u>2nd Semester</u>	<u>Total</u>
1.5 or more	18	11	29
1.4	2	4	6
1.3	1	5	6
1.2	2	5	7
1.1	5	8	13
1.0	4 (32)	4 (36)	8 (68)
.9	7	5	12
.8	3	8	11
.7	3	5	8
.6	4	5	9
.5	4	7	11
.4	6	6	12
.3	5	9	14
.2	3	4	7
.1	2	5	7
0	1	0	1
Retrogression	<u>6</u>	<u>13</u>	<u>19</u>
Total	79	103	179
Median Growth	.9	.7	.8

TABLE VIII
Grades 9-12

Nelson-Denny Reading Test administered to 14 students

Form B, March 19, 1966

Mdn. Grade Pl. 8.95

Form A, June 4, 1966

Mdn. Grade Pl. 10.25

Median Growth 1.30 years

In addition to the Saturday program, federal funds made available under Title I of the ESEA were used for the following programs:

Education and recreation program for handicapped pupils. (SHIELD)

This program was in operation this summer and was administered by the Bloomfield school system, but Nutley boys and girls participated and Nutley shared in the planning and cost of the program

Summer conference workshop for teachers to develop materials, techniques, and programs for the educationally disadvantaged. For this summer the program was limited for grades 9-12

Summer remedial reading classes for grades 3-12.

This replaced and expanded the program which was administered by Mr. Reddington in previous years.

Transportation to day care center for pre-school mentally retarded

These programs were developed by the local school personnel, approved by the local school board, administered by the local school administrators, taught by regular teachers employed by the local school system, and the services were rendered in the local school system for Nutley youngsters who needed these educational services.

The federal funds permitted us the luxury to develop and implement these programs which were but dreams and aspirations a year ago.

STUDY OF NUTLEY'S FINANCIAL EFFORT*

Studies have been made since 1962 relative to Nutley's financial ability to support schools as measured by equalized assessed valuations. These studies were done as a result of a specific recommendation made by the Middle States Evaluation report.

Tax rates, assessments and school spending change each year. Studies on school support are made on an annual basis.

The 1965 edition of the NJEA publication of Basic Statistical Data of New Jersey School Districts includes information which lends itself to a study of Nutley's financial capacity and effort as compared to the financial capacity and effort of other school districts.

Included in this comparative study are the indices used for the past three years by the NJEA. These measures take into consideration the relative number of guidance, special services and supervisory personnel used in the modern school system. An explanation of the weighting appears at the end of this report.

Findings

1. Nutley's 1965 equalized school tax rate is \$1.25. Milburn is the only school district in Essex County which has a lower school tax rate. (Districts with high schools only.) The state median equalized school tax rate is \$1.70. Nutley residents pay a significantly lower school tax than the typical New Jersey property owner.
2. The 1963/64 equalized valuation per pupil in Nutley was \$37,658. This was slightly above the Essex County median of \$37,413 and \$7,263 higher than the state median of \$30,395. This marks the first time Nutley's equalized valuation per pupil has been above the county median since these studies have been made.
3. The 1963/64 Nutley teacher salaries cost per pupil was \$306.00. Only Livingston had lower costs in this category. Nutley teacher salary was higher than the state average of \$291.00.
4. Nutley had the lowest 1963-64 total expenditure per weighted pupil in Essex County. The cost per pupil of \$468.00 was also less than the state median of \$495.00.
5. Nutley had 46.1 professional staff members per 1000 pupils in 1963/64. Four school districts (Livingston, Newark, Glen Ridge, and Orange) had fewer professionals per 1000 pupils. The state median of 46.3 was slightly above Nutley's 46.1

*Copies of the full study are available upon request

Implications of the Study

1. Nutley is not making the financial effort to provide for its schools which most Essex County and New Jersey school districts are presently making.
2. Nutley's ability to pay as based on equalized valuation back of each pupil is about the same as the typical Essex County school district and better than the typical New Jersey school district. However, Nutley has one of the lowest school tax rates in Essex County.
3. Nutley's total expenditure per pupil is lower than the Essex County or state medians.
4. Nutley's teacher salary cost is less than any other Essex County school district with the exception of Livingston.
5. Nutley has fewer staff members per 1000 pupils than any other Essex County school district, with the exception of Newark, Livingston, Glen Ridge, and Orange, and is below the state median in this respect.

Conclusions

The typical New Jersey resident has less ability to support his schools, and pays more than the Nutley resident.

Nutley can make a greater financial effort! Whether Nutley should make a greater financial effort can be answered only by the wishes, desires, demands, and needs of its citizens.

There is ample evidence that Nutley school administrators have been prudent and efficient. Nutley has received good value for its educational expenditure.

TABLE IX
Essex County School Districts
(with high schools)

	School equalized Value Tax Rate 1965	Equalized Value Per Pupil 1963/64	Expenditure Per Pupil 1963/64*	Staff per 1000 pupils 1963/64
County Wide				
High	\$2.18	67,688	766	56.0
Median	1.70	37,413	579	48.4
Low	1.23	24,256	468	43.9
NUTLEY	1.25	37,658	468	46.1

*nearest dollar

THE DEVELOPMENT OF PROCEDURES FOR PROFESSIONAL NEGOTIATIONS IN NUTLEY

NEED

In recent years there has been a growing need to develop formalized procedures for the negotiation process with teachers. Various factors can be attributed to the increased "militancy". The Superintendent cited a number of reasons which were brought out at a conference on professional negotiations in his report to the Board of Education on June 7, 1966. They were:

- a) depressed salary levels
- b) horrendous working conditions - particularly in the cities
- c) poor personnel practices that do not stand up when tied to a growing interest in education
- d) changing sexual make-up of the profession - female to male
- e) the stakes are now higher--the public needs and wants good education and poor personnel practices inhibit educational progress

The entire problem of negotiation procedures for public school personnel has been attempted to be resolved by law (California, Connecticut, Florida, Oregon, and Washington).

In New Jersey, a law was passed but not signed by the governor. The State Board of Education ordered each school district to set forth procedures to be followed for the presentation, consideration, and resolutions of grievances and proposals of its employees.

There have been numerable "outbreaks" in the past two years which are indicative of the need to establish procedures for negotiations. Among the "trouble spots" were New York City, Newark, Perth Amboy, Louisville, New Orleans and the states of Oklahoma and Utah.

Teachers are going to negotiate with or without formalized procedures. With clearly spelled out and agreed upon procedures, the negotiation process can bring about better education and a relative degree of harmony. Strife, in the form of sanctions and strikes, are intolerable in the educational setting.

HISTORY OF NEGOTIATIONS IN NUTLEY

Teachers in Nutley have been represented by the Nutley Teachers' Association, an affiliate of the NJEA, for many years. For at least the past ten years, the NTA has employed a lawyer to represent them in salary negotiations with the Board of Education. Prior to the NTA's employment of the lawyer, negotiations were handled by the salary committee and the Board of Education. In reality, there was little negotiating. The NTA presented (and some years there was no presentation) salary proposals to the Board. In turn, the Board made its decision

as to these matters in a unilateral fashion. Since the NTA's employment of the lawyer, there has been a growing sophistication on the part of both the NTA and the Board in the process of negotiations.

Recent events in Newark and New York City have prompted a militancy in the NTA which was quite evident during the 1966 negotiations. In addition, the Board and the NTA were working out a new plan for salary scheduling which was quite involved. The Superintendent, over the years, played an important but "behind-the-scenes" role in the negotiation process. In 1966, the Board instructed the Superintendent to play a more direct role in the negotiations with the NTA. Accordingly, the Superintendent negotiated directly with the NTA representatives. Final settlement on the 1966/67 contract was made at a Board conference meeting on December 13, 1966.

This whole area of negotiations will be in a state of flux for the next few years. An experienced and wise schoolman, Willard E. Goslin, spoke at the recent AASA convention on this subject. He sets forth a basic premise and rationale that should be heeded. Goslin said,

"The current development of direct negotiations between teacher representatives and the public--or the public's representatives, ranging from boards of education to mayors--is dubious practice that HOLDS MORE PROMISE OF GRIEF FOR PUBLIC EDUCATION, INCLUDING ITS TEACHERS, than promise of long-run success. There are many developments in education that are best done by committees, but the management of a modern school system is a complicated matter, and will never get done well by transitory boards, committees, or political officeholders. One of the foremost reasons for the amazing success of this country in both private and public sectors lies in the traditional concept of centralized executive authority operating within a framework of representatively determined policies and guidelines."¹

The Board of Education has recognized that the Superintendent of Schools should be the key person in any negotiating process to represent the best interests of the Board and the community. If teachers can deal directly with the Board or board member in salary matters, why not all matters.

¹ AASA Official Report of the Annual Convention held in Atlantic, New Jersey February 12-16, 1966. P. 180

SALARIES & STAFFING

The Nutley Board of Education has been acutely aware that it is necessary to have a competitive salary guide. For years neighboring school districts in Essex County have been regarded as Nutley's "competition."¹ The Board of Education, in its effort to become competitive in minimum and maximum salaries lagged in the middle steps of the salary guide.

In an attempt to correct this situation, the Board of Education and the Nutley Teachers' Association agreed on a salary schedule based on the index-principle, and the 1966/67 salary guide embodied the index-principle* and reduced the number of steps to maximum. The use of the index-principle has placed Nutley in a greatly improved competitive position. Although we are somewhat below county medians, the "lag" is not so great as in previous years. Table X points out the "lag". We should strive to become fully competitive for the 1967/68 school year.

The Board of Education can expect increased pressure for salary revision because of our continued less favored competitive position (although greatly improved over last year) and the increase in state aid. In addition, the passage of A-9 (minimum salary bill) would add to pressures for major salary revisions. Increased state aid and the passage of A-9 will have a statewide impact.

There is full realization that an index-principle salary guide is not the solution to all the problems faced in drafting a salary guide but it does solve two of the major ones. It overcomes the telescoping or squeezing together of maximums and minimums and establishes constant relationships between all places on the guide.

TABLE X
NUTLEY SALARY GUIDE AS COMPARED TO
ESSEX COUNTY MEDIANS²

Step	<u>E. A. Level</u>			<u>M. A. Level</u>			<u>Six-yr. Level</u>		
	<u>Essex Co.</u>			<u>Essex Co.</u>			<u>Essex Co.</u>		
	Nutley	Median	Diff.	Nutley	Median	Diff.	Nutley	Median	Diff.
1	5400	5500	-100	5700	5850	-150	6000	6200	-200
2	5670	5700	-30	5985	6100	-115	6300	6500	-200
3	5940	6000	-60	6270	6400	-130	6600	6700	-100
4	6210	6300	-90	6555	6650	-95	6900	7050	-150
8	7290	7450	-160	7695	7850	-155	8100	8250	-150
10	7830	8050	-220	8265	8450	-185	8700	8850	-150
15	9180	9180	0	9690	9700	-10	10200	10350	-150
16	9450	9425	+25	9975	9900	+75	10500	10500	0

K-12 school districts, excluding Newark

¹ 1963-64 Annual Report, p. 22

² Selected steps

*an index-principle salary uses the minimum salary as a base and from this base a constant relationship between steps on the guide is established.

Administrative Salaries

Administrative salaries in Nutley are presently competitive with those in Essex County. The maximums determined by the ratio plan now in effect also appear to be competitive. There is, however, no salary guide per se for administrators and the index-principle salary guide for teachers has made the ratio plan now in effect impractical.

It is imperative that there be a rational and logical plan for the payment of salaries of administrative and supervisory personnel. "The amount of money an individual receives for his services, as well as the manner in which the amount is determined, has an important relationship to his behavior in the organization."¹

It is recommended that a salary guide, based on the index-principle, be developed for administrative and supervisory personnel. This would assure the proportionate difference between the teachers' guide and the administrative staff. In addition, the good competitive position with the rest of Essex County would be maintained. Presently the teachers, secretaries, custodians, and maintenance have salary guides which embody the index-principle. It seems that the logical next step would be to have an administrative/supervisory salary guide based on the same principle.

¹Castetter, W. B. and Felker, D. S., Planning the Financial Compensation of School Administrative Personnel

ARDEN HOUSE REPORT*

The Arden House Report is a compilation of the various presentations made at Arden House on December 10-12, 1965. Selected personnel from the Nutley Public Schools were charged with the responsibility to describe present facilities, program, and personnel and to project five years as to facilities, program, and personnel. The various presentations were edited, by necessity, and the responsibility for such editing was borne by the Superintendent of Schools. It is felt, however, that the substance of the presentations was not altered.

We are deeply appreciative for the thought and effort that has gone into this report. Many valuable suggestions for future consideration were made. Each suggestion has been or will be carefully considered by the Board of Education. Perhaps the real value of this conference was that many ideas and much thinking about Nutley's educational future have been brought to the surface. The "ferment" now going on will result in a positive educational program which will benefit the boys and girls of our community for many years.

Many of the suggestions offered at the conference have been or are being acted upon. They include:

1. There should be an art course of study for the five elementary schools. This was completed during the spring of 1966.
2. An addition of a music teacher is needed because of growing class sizes and numbers of classes. This was provided for in the 1965/66 school budget and an additional teacher has been employed for the 1966/67 school year.
3. Resurface all blacktop areas on school playgrounds with smooth asphalt. This, too, was provided for in the budget and is being done this summer.
4. The Laidlaw mathematics series be introduced into grades five and six in September, 1966. At the recommendation of the school principals, the Board of Education authorized the Laidlaw series to be used in grades one through eight in September.
5. Inclusion of the Frostig perceptual program at the low elementary levels. This will be done on an experimental basis during the 1966/67 school year.
6. Organize teacher workshops during the summer vacation so that they can work uninterruptedly. The first workshop, funded by federal monies, was held this summer.

*Full report available upon request

7. World geography and ancient history to be offered in the ninth grade. Both subjects are being offered during the 1966/67 school year, implementing one of the basic recommendations of a history committee's study.
8. Modifying the language laboratory with the placement of tape decks in the individual booths. This is now being done and will be ready for use in 1966/67.
9. An additional teacher prepared in Italian and Spanish is needed to reduce class load in Spanish. This was provided for in the budget and a teacher has been employed for the 1966/67 school year.
10. The introduction of algebra in the eighth grade. Algebra is being offered on a selective basis to eighth graders for the first time in 1966/67.
11. All elementary librarians need clerical assistance. This assistance is now provided for by funds made available under Title II of the ESEA.

Among other suggestions for consideration were:

1. Expansion of psychological services to include a second psychologist or psychometrician in keeping with the recommendation of the White House Conference on Children in 1950. The ratio of psychologist to school population is quite out of balance in Nutley--one psychologist to 5300 children. The recommendation of the White House Conference is one psychologist to 2000 children.
2. More complete library service--a librarian for five days a week in each school.
3. Through diagnosis, group children with motor visual problems. These groups would be:
 - a) motor visual perceptual problems
 - b) visual perceptual problems
 - c) auditory training
4. Place the third group at grades 4, 5, and 6 in a reading series other than Scott-Foresman, preferably the McCracken series by Lippincott. This is a more structured, less complex approach to the teaching of reading.
5. Reading should be taught at the seventh and eighth grade levels.
6. If exigencies of space and increased enrollment make class loads heavier, two possibilities for help should be considered.

Clerical help to be used by one or more departments would be an enormous time-saver. Secondly, in the event of larger pupil loads the matter of lay readers should be examined if classes are to receive adequate practice in writing.

7. We are investigating the possibility of gradually turning our regular foreign language classrooms into electronic classrooms. That would mean the installation of a movable or portable type console arrangement to replace our present tape recorders with headsets, earphones and microphone for listen-repeat work on the spot in the classroom.

8. Greater use of the overhead projector is suggested for the mathematics classes so that each teaching station contain an overhead projector

Throughout the elementary presentation, the lack of facilities at Radcliffe school was emphasized. It is most difficult to provide full specialized services in music, art, physical education, reading, and speech because of the shortage of rooms.

READING

Tables XI and XII summarize the results of reading "growth" during the 1965/66 school year. The median gain in reading for the system was 1.3 years. "Normal" growth would be .9 year. The typical Nutley school child, in other words, gained four (4) months more in one year in reading than the typical school child in the United States. Six out of ten Nutley children showed a net gain of more than one year.

TABLE XI
Median Growth in Reading by Grade

<u>Grade</u>	<u>Number of Classes</u>	<u>Range of Net Growth</u>	<u>Median Net Growth</u>
Fourth	15	.5 to 1.6	1.2
Fifth	14	.6 to 1.7	1.1
Sixth	14	.8 to 2.4	1.9
Totals	43	.5 to 2.4	1.3

TABLE XII
Frequency Distribution
Net Reading Growth

<u>Net Growth</u>	<u>Number</u>	<u>Per Cent</u>	<u>Accumulated Per Cent</u>
2 or more years	201	22.3	22.3
1.9	32	3.6	25.9
1.8	36	4.0	29.9
1.7	28	3.1	33.0
1.6	44	4.9	37.9
1.5	39	4.3	42.2
1.4	53	5.9	48.1
1.3	44	4.9	53.0
1.2	39	4.3	57.3
1.1	49	5.4	62.7
1 or less years	336	37.3 (35.6)	100.0
	901	100.0	

CURRICULUM

A number of curriculum revisions, innovations and developments have been and are taking place in the Nutley school system. We have listed these developments below.

1. The new mathematics series which was adopted and put into effect during the 1965/66 school year will be expanded to include grades five through eight.
2. Italian will be offered at the Nutley high school in 1966/67.
3. A new spelling series for the elementary schools was adopted.
4. Developmental reading taught by a reading specialist was included in the eleventh and twelfth grade English courses.
5. The Saturday Reading Clinic was expanded to include English, history, mathematics, business education, perceptual motor training, speech, and psychological and guidance services. This was made possible by a federal grant.
6. A work-experience program was started and met with dramatic success. We are especially grateful to the many local business men who participated in the program. Their interest in and support of the Nutley schools is greatly appreciated.
7. Frostig perceptual materials will be used on an experimental basis with kindergarten children.
8. Additional mechanical teaching devices, such as the controlled reader, were purchased and are presently in use at all schools.
9. Funds allocated under Title II of the ESEA permitted an opportunity to purchase many more library books over and above our usual budgetary allocation.
10. The summer reading program was greatly expanded due to the availability of federal funds.
11. Curriculum materials for the "slow learner" have been developed as a result of a teacher workshop.
12. A new school dental program will go into effect during 1966/67. The program was developed as a result of a study made by the school medical team which was in consultation with a number of local dentists.

13. A committee of teachers has been established to study the present status of our audio-visual program as to equipment, materials, organization, and effectiveness. Their report should aid the Board of Education in its financial planning and set directions for our A-V program.

14. A "new" sequence for social studies for grades 7-12 was developed and will be in effect in 1966/67. Courses in world cultures and ancient history have been added to the high school course of study.

15. Algebra will be taught to a selected group of eighth graders in 1966/67.

16. A fifth special education class for trainable pupils will be operating in 1966/67. Nutley, it appears, will be a center for trainable children in the North Essex area under a plan being developed by the various Essex County school districts.

STATUS OF PROJECTS

A number of new developments have been and are taking place in the Nutley school system. The chart shown below attempts to summarize the developmental state of the various projects.

<u>Project</u>	<u>Developmental State</u>							
	<u>Planning</u>		<u>Try-out</u>		<u>Proving</u>		<u>Spreading</u>	
	<u>Beg.</u>	<u>Adv.</u>	<u>Beg.</u>	<u>Adv.</u>	<u>Beg.</u>	<u>Adv.</u>	<u>Beg.</u>	<u>Adv.</u>
Elementary Math Study							X	
Change in Summer School								X
Kindergarten Curriculum Study							X	
Eighth Grade Foreign Language								X
Data Processing								X
Programed Learning							X	
Teacher Visitation								X
Trainable Kdgn Dev. Phys. Ed. Elementary					X			X
New Spelling Series			X					
Expansion of Health Services							X	
Specialized Program for Non-Academic								X
Work Experience Program					X			
Elementary Perceptual Motor Training					X			
Developmental Reading at the High School						X		
Audio Visual Committee	X							
Italian High School			X					
Algebra for Eighth Grade			X					
Teacher Workshop			X					
School Dental Program			X					

A number of the "projects" have proven to be of value and can no longer be considered as at some stage in development as they are now part and parcel of the Nutley educational program. These projects are:

Saturday Seminars

Reading Clinic

Grouping for Elementary Reading

Arts & Crafts at Franklin School

Typing at Franklin School

Child Study Team

Team teaching of physical education at
the high school

RECOMMENDATIONS TO GUIDE FUTURE ACTION

1. The policy of an annual projection should be continued. Annual revisions are necessary because variables do not remain constant.
2. We are at or near capacity at both Lincoln and Radcliffe schools and above capacity at Yantacaw school. Radcliffe, in addition to its crowded situation, is the only school without a centralized library or other specialized classrooms. A 6-8 room addition at Radcliffe would enhance the educational program and give flexibility in meeting the housing needs posed by the upward trend in the school population. Serious and immediate consideration should be given to this problem.
3. Crowded facilities at Yantacaw school are becoming critical. To relieve this situation serious thought should be given to rezoning the Yantacaw district in 1967/68.
4. The annual study of Nutley's financial ability to support its schools as measured by equalized assessed valuation should be continued. It is imperative that Nutley, in the heart of a changing metropolitan area, maintain quality schools.
5. The Nutley salary guide should be competitive with other Essex County school districts. Recent data on the 1966/67 salaries shows that considerable progress was made in the attempt to become competitive. We should strive to become fully competitive for the 1967/68 school year.
6. It is imperative that a rational and logical plan be developed for the payment of salaries of administrative and supervisory personnel. The establishment of an index-principle salary guide for administrators would meet this problem.
7. Consideration should be given to the Arden House report. The suggestions for consideration represent the thinking of many talented people employed by the school district. The report deserves serious thought and should provoke much worthwhile discussion.
8. Great care should be given to our staffing policy so that we can continue to be a quality school district which provides adequate professional services, services which will insure effective classroom instruction of classes of various sizes and which will support the work of the classroom teacher with services rendered by specialists in remedial work, counselors, librarians, supervisors, and principals. Nutley should not permit its staffing to fall below recognized minimum standards of 20 students per professional staff member. (50 staff members per 1000 students.)
9. We should take steps to evaluate and develop plans for more extensive facilities for special education. This will necessitate cooperation with other suburban Essex County school districts. Foundation and/or federal money may be available for such projects.

10. The work-experience program started at the high school should be broadened to include eleventh graders and girls.
11. We should continue the policy of encouraging teacher visitation of other schools. A visitation of Nutley elementary teachers to our secondary schools and vice-versa would be a broadening experience for all.
12. Consideration should be given to staffing each elementary school with a full-time librarian.
13. There should be an expansion of psychological services to include a second psychologist or psychometrician in keeping with the White House Conference on Children in 1950 that there should be one school psychologist to 2000 children.
14. A feasibility study should be made concerning the adding of a formal reading program for all seventh and eighth graders.
15. The Board of Education must maintain a close relationship with the Planning Board so that long range facility planning can be effected. It may be in order for a representative of the school system to serve on an ex-officio basis.
16. Great care should be taken to insure that the Superintendent of Schools continue to be the key person in any negotiating process. The current development of direct negotiations between teacher representatives and the board of education and/or mayors is dubious practice that holds promise of grief for public education.
17. The high school staff should make a study on the effectiveness of modular scheduling for Nutley High School.

CONCLUDING STATEMENT

The 1965/66 school year was another eventful year. Important decisions were made which assured the continuation of a quality educational program in Nutley.

Looking back, we can cite several major accomplishments which include:

- a) the adoption of a salary structure that will attract and hold young, energetic, proven professional career-minded people,
- b) the adoption of a negotiating agreement with the Nutley Teachers' Association which provides for the local settlement of educational problems, and
- c) the continued development of the curriculum to meet the educational needs of all the children of all the people in Nutley

As we look forward to the future, we see two major problems which can and should be resolved in the next school year. They are:

- a) to insure that the immediate and long range needs for physical facilities are met, and
- b) to develop a logical plan for the payment of administrative and supervisory salaries.

An educational system is not an end in itself, but the means for the development of the children of the community. We will be judged, in time, by the kind of person who graduates from our school.

It has been both pleasurable and challenging to serve this community. The Board of Education should be commended for its zealous dedication and commitment to quality education.

Board of Education
Nutley, New Jersey

Ladies and Gentlemen:

The 1965-1966 annual report is a partial record of the achievements of the business division in improving the school buildings, grounds and equipment. The report also includes the financial condition of the school district, as well as related information.

The physical appearance of Nutley's schools is excellent. However, we must not only continue to maintain our schools and its equipment, but we should also keep aware of new materials and equipment which will help to improve the educational program as well as keeping its cost to a minimum.

Boards of Education and their school administrators historically have faced the problem of preparing a school budget at least six months prior to its effective starting date. To these problems has been added the necessity of advance planning to take advantage of the Federal monies now available for special projects aimed at improving the educational program. In order to participate in these special projects the Superintendent and his staff are faced with the necessity of finding a need and then preparing a program to answer the need.

The Business Administrator and his staff must prepare and set up the accounting procedures required by the Federal Government. In addition, Federal Aid has seriously complicated the problem of purchasing. The back order period for some items, due to heavy demand, now exceeds twelve months.

Manufacturers were not geared to handle these unexpected orders. The Business Office staff is constantly writing or phoning supply houses to push for early shipment of materials.

The educational and business staffs must also keep aware of new products. Many of these items of new equipment and materials not only help to improve the educational process, but in many cases may save the staff time and the school district money.

There seems to be little doubt in the mind of any knowledgeable person that Federal Aid will continue to be available. It is also hoped that the reams of paper work required for Federal Aid Projects will be simplified.

Your administrators have been studying the need of adding an addition to the Radcliffe School to take care of the overcrowded conditions at the Yantacaw and Spring Garden Schools, as well as providing the students of the Radcliffe School with a library, a cafeteria, and facilities for art.

The Administration Building is overcrowded and an addition should be constructed. The present Board room should be divided into office areas and a new Board room added, as well as an additional storage area for office supplies.

The Belleville-Nutley Rowing Association has completed a portion of the proposed crew house and is now embarked on fund raising activities to acquire enough money to complete the crew building. The Belleville and Nutley Boards of Education are indeed proud that there are so many outstanding citizens in their respective communities who are willing to give of their time and money to provide facilities for crew.

The administrators of the Board of Education, with the assistance of members from the Town of Nutley's engineering department, have investigated many areas that were recommended as possible sites for track and other athletic or recreational programs. These areas included Park Oval, the island in Memorial Park, Essex County Boy's Park (Nutley) area east of Washington Avenue and south of Park Avenue, Yantacaw Park and Reinheimer Park. All of the areas were too small except the property located east of Washington Avenue. This area was unsuitable because of its steepness.

It is indeed fortunate that by combining town and adjoining school-owned property, there are now available approximately eleven acres on which it is possible to construct a track, baseball and football fields, basketball, tennis courts and a fieldhouse, located between Margaret Avenue and Wilson Street, west of Bloomfield Avenue.

The property has been graded, and the Nutley Board of Education and the Board of Commissioners are presently engaged in preparing cost estimates and contractual agreements.

The High School athletes who now practice track in Bloomfield and the tennis players who now use private courts, will be indeed grateful for these facilities. They will also relieve some of the pressure on the use of the Park Oval during the baseball and football seasons.

Nutley has proven itself a good town in which to live, with fine schools and excellent municipal services. It is indeed a pleasure for me to work with the employees of the school system and to be a part of the development and maintenance of Nutley schools.

I would like to take this opportunity to thank my staff, the members of the Board of Education and the citizens of Nutley for their help and support.

Respectfully submitted,

A handwritten signature in cursive script, reading "Everett Zabriskie". The signature is written in dark ink and is positioned above the printed name.

Everett Zabriskie

RENTAL OF SCHOOL BUILDINGS

Nutley's public schools and grounds are now being used almost every night by its citizens for recreational, educational and other civic activities.

A survey of the 1,079 approved evenings the school buildings were opened during the 1965-1966 school year indicates the following:

There were 392 nights the schools were used free of charge by Scouts (180), parent-teacher associations (64), and student activities (148).

The Board also subsidizes, to a certain extent, other groups such as the Adult School (43), the Town Recreation Committee (305), and Summer School (29). These organizations pay for custodial services.

The schools were also opened 310 times for civic, fraternal and service organizations, dancing schools, etc., for which the standard fee was charged.

During the previous year, 1964-1965, the schools were open a total of 757 times, 144 of these nights were used free of charge by Scouts, 57 by parent-teacher associations, and 154 by student activities. The schools were also used 42 nights for Adult School, 279 by the Town Recreation Committee, and 264 times by civic, service, and fraternal organizations and dancing schools, etc.

The cost to the Board of Education for opening its buildings during any one evening is \$2.50 per hour for week nights, and \$3.00 on Saturdays, Sundays and holidays, plus the cost of heat, light and wear and tear on the buildings.

This year the sum of \$1,779.80 was expended for custodial services for the 392 times the schools were opened free of charge. The cost of heat, light, and other miscellaneous expenses is also paid by the Board of Education, in addition to the custodial services.

SCHOOL ELECTIONS

I thought the Board members might be interested in the results of the elections for the past nine years:

<u>1966</u>			<u>For</u>	<u>Against</u>
	Current Expense	\$2,752,404.06	651	384
	Capital Outlay	17,675.99	662	390
<u>1965</u>				
	Current Expense	\$2,554,869.60	1520	782
	Capital Outlay	15,582.65	1481	831
<u>1964</u>				
	Current Expense	\$2,422,595.96	664	273
	Capital Outlay	32,800.46	674	299
<u>1963</u>				
	Current Expense	\$2,265,882.43	752	293
	Capital Outlay	23,208.01	762	316
<u>1962</u>				
	Current Expense	\$2,062,695.01	1094	405
	Capital Outlay	20,260.86	1065	425
	Addition to H. S. building		1034	484
	Acquire Margaret Ave. site		1019	405
<u>1961</u>				
	Current Expense	\$1,962,604.90	901	319
	Capital Outlay	29,465.65	873	358
<u>1960</u>				
	Current Expense	\$1,896,158.37	1469	777
	Capital Outlay	19,969.16	1403	886
<u>1959</u>				
	Current Expense	\$1,688,680.65	1365	595
	Repairs & Replace.	65,059.56	1289	640
	Capital Outlay	27,447.10	1251	648
<u>1958</u>				
	Current Expense	\$1,555,873.38	511	1318
	Repairs & Replace.	115,405.30	571	1287
Resubmitted as follows:				
	Current Expense	\$1,528,073.38	605	1562
	Repairs & Replace.	103,082.30	634	1555
Approved by				
	Commissioners	\$1,614,155.68		

Nutley is fortunate in having so many civic-minded individuals who are willing to serve at the annual elections without pay. My thanks and appreciation for their assistance.

DRIVER EDUCATION

The driver education course given at the High School now requires four vehicles. These automobiles have been furnished to the Board of Education free of charge by the Belleville-Nutley Buick Agency (2), and the Wolf Rambler Agency (2).

Many of our neighboring districts have been forced to buy or rent their driver education cars. Our special thanks and appreciation to the two agencies for their generous assistance.

This past year, there were 308 students who participated in the "Behind the Wheel" portion of the program. The cost of this portion of the program was \$8,615.19. This includes the following:

Salaries of Instructors	\$7,244.00
Insurance	660.00
Supplies & Maintenance	711.19

The per pupil cost was \$27.97.

SUMMARY OF OPERATIONS
1965-66
REVENUES AND EXPENDITURES

REVENUES

Current Expense

Appro. Bal. 7/1/65	\$ 184,176.93	
State Appropriations	313,246.35	
District Tax	2,554,869.60	
Federal Appropriations	8,083.58	
Tuition	29,062.00	
Interest on Deposits and Investments	8,475.66	
Miscellaneous	<u>8,076.38</u>	
Total Current Expense		\$ 3,105,990.50

Capital Account

Appro. Bal. 7/1/65	20,765.77	
District Tax	15,582.65	
Federal Appropriations	<u>5,989.06</u>	
Total Capital		\$ 42,337.48

Debt Service

Appro. Bal. 7/1/65	7,213.52	
State Appropriations	59,168.00	
District Tax	113,771.50	
Interest on Deposits and Investments	<u>437.50</u>	
Total Debt Service		\$ 180,590.52

<u>Elem. Secondary Education Act</u>	\$ <u>54,418.00</u>
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Total Funds Available - All Accounts	\$ 3,383,336.50
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CONTRACTUAL ORDERSCurrent Expense

Administration

Salaries (11)	\$ 89,928.29	
Office and Other Expenses	18,055.50	
Total Administration		\$ 107,983.79

Instruction

Salaries		
Prin. & Vice-Prin. (12)	144,548.00	
Supervisors (1)	12,099.00	
Teachers		
Regular (241)	\$1,710,507.12	
Bedside	6,117.62	
Substitutes	24,287.75	
Driver Ed. (4)	7,244.00	
Total Teachers' Salaries	1,748,156.49	
Other Instructional Staff (13)	108,630.00	
Secretarial & Clerical Assts. (14)	58,791.83	
Textbooks	27,247.58	
Library & Audio-Visual Materials	20,736.33	
Teaching Supplies	44,280.69	
Other Expense	23,774.75	
Total Instruction		\$ 2,188,264.67

Attendance & Health Services

Salaries (7)	17,635.00	
Other Expense	2,377.41	
Total Attendance & Health Services		\$ 20,012.41

Transportation

Salaries (4)	9,016.79	
Contracted Services & Public Carriers	11,058.92	
Insurance	241.00	
Other Expenses - Operation & Maintenance	2,141.21	
Total Transportation		\$ 22,457.92

Operation

Salaries (34)	193,280.59	
Contracted Services	3,979.03	
Fuel	25,073.84	
Utilities	43,262.88	
Supplies & Other Expenses	11,443.38	
Total Operation		\$ 277,039.72

CONTRACTUAL ORDERS (cont'd.)

Maintenance		
Contracted Services	\$ 50,003.38	
Equipment	14,324.65	
Materials	<u>40,858.48</u>	
Total Maintenance		\$ 105,186.51
Fixed Charges		
Pensions	\$ 41,902.92	
Insurance	<u>18,269.91</u>	
Total Fixed Charges		\$ 60,172.83
Expenditures to Other Districts		
Tuition	\$ 38,802.85	
Total Expenditures to Other Districts		\$ 38,802.85
Sundry Accounts		
Food Services	\$ 7,200.00	
Athletics	<u>24,853.09</u>	
Total Sundry Accounts		\$ 32,053.09
Community Services		
Salaries	\$ 1,779.80	
Total Community Services		\$ 1,779.80
<u>Total Current Expense</u>		\$2,853,753.59
<u>Special Projects (Federal)</u>		
Elem. Secondary Education Act	\$ 54,418.00	
Total Special Projects (Federal)		\$ 54,418.00
<u>Capital Outlay</u>		
Sites	\$ 4,692.80	
Buildings	10,567.54	
Equipment	<u>15,287.46</u>	
Total Capital Outlay		\$ 30,547.80
<u>Debt Service</u>		
Principal	\$ 127,000.00	
Interest	<u>49,939.50</u>	
<u>Total Debt Service</u>		\$ 176,939.50
TOTAL CONTRACTUAL ORDERS		\$3,115,658.89

DISTRIBUTION OF BALANCES

	1965-66 Balances	Appropriations for 1966-67 Budget	Unappropriated Balances
Current Expense	\$252,236.91	\$60,000.00	\$192,236.91
Capital Outlay	11,789.68	.00	11,789.68
Debt Service	3,651.02	2,000.00	1,651.02
	<u>\$267,677.61</u>	<u>\$62,000.00</u>	<u>\$205,677.61</u>

CAFETERIA PROGRAM

This year saw very few changes in the physical aspects of the cafeterias located at the Senior, Franklin, Washington, and Lincoln Schools. There were 117,505 "A" lunches served in addition to the a la carte items for sale at the Franklin and High Schools. It is possible, with our present facilities, to serve many more students, especially at the Washington School, where the hot lunch participation has been very low. This is unfortunate since the school is well equipped to serve considerably more students. Lincoln School, on the other hand, had a very fine participation, and if we have a further increase at this school, it may be necessary to go to more than one lunch period. Food served at the Senior and Franklin Schools averaged about the same as last year. Here again, we are well equipped to serve more students if necessary.

The Government reimbursement rate has been cut from \$.06 to \$.04 for "A" lunches served, and commodities received from the Federal Government are being distributed in much smaller quantities and varieties than in past years. Even with this loss in subsidies, it has been possible to maintain a \$.30 charge for an "A" lunch, and a cost of \$.02 per half pint of milk. It may be necessary, unless we receive an increase in commodities and milk subsidies, to increase the cost of the lunches this fall.

The operation of the cafeterias is run on a business basis, including taking bids for cafeteria supplies, such as groceries, perishables, and meats. These are taken monthly by the cafeteria manager. Bids for milk, ice cream, and bread are taken once a year by the business office. This year, for the first time, alternate bids for bread and rolls were received. The alternates were:

Number 1 - that the bidder provide and deliver rolls and bread with all ingredients to be supplied by him.

Number 2 - that the bidder provide and deliver rolls and bread, using such items as flour, dried milk, and butter, to be supplied to him at no cost by the United States Department of Agriculture.

Alternate Number 2 was awarded to the low bidder at a saving of almost 30% to the Board. It might be interesting to note that the following material supplied by the Federal Government was utilized in the bread baking program: flour - 7,432 lbs., milk - 833 lbs., butter - 448 lbs. The cost to the Board of Education was \$35.07 for operational expenses charged by the Federal Government.

It is unfortunate that there is no cafeteria service in the Spring Garden, Yantacaw, and Radcliffe Schools. These facilities have not been incorporated in the program primarily due to lack of space. Students are permitted to bring a lunch to school in emergency situations, or during bad weather.

Cafeteria Program (cont'd.)

117,505 hot lunch meals were served this year (complete with milk). This is an increase of 3,032 over the previous year.

The following is the cafeteria Financial Statement for the School Year 1965-1966.

CAFETERIA
FINANCIAL REPORT
1965-1966

Cash Balance, July 1, 1965 \$ 681.38

RECEIPTS

Subsidy Receivable	\$ 2,436.73	
High School	26,993.00	
Franklin	26,891.70	
Lincoln	9,415.86	
Washington	2,527.54	
Subsidies	10,004.51	
Misc. Receipts	354.15	
Refund - Salary	<u>205.14</u>	
Total Receipts		\$ <u>78,828.63</u>
		\$ 79,510.01

DISBURSEMENTS

Salaries	\$ 26,994.47	
Dairy	23,681.47	
Meat	5,804.08	
Groceries	10,442.50	
Other Food	8,067.10	
Laundry	370.87	
Equipment and Supplies	1,137.03	
Misc. Expenses	<u>1,417.25</u>	
Total Disbursements		\$ <u>77,914.77</u>
CASH BALANCE, June 30, 1966		\$ 1,595.24

INTERSCHOLASTIC ATHLETIC PROGRAM

The athletic program conducted under the auspices of the Board of Education during the 1965-1966 School Year, carried to the end of the season the following number of students in each sport:

<u>Football</u>	Varsity	55	
	Junior Varsity	24	
	Sophomore	25	
	Freshmen	<u>42</u>	146
<u>Basketball</u>	Varsity	15	
	Junior Varsity	12	
	Freshmen	<u>16</u>	43
<u>Baseball</u>	Varsity	19	
	Junior Varsity	18	
	Freshmen	<u>20</u>	57
<u>Track</u>	Varsity & Jr. Varsity	<u>62</u>	62
<u>Crew</u>		<u>49</u>	49
<u>Cross Country</u>		<u>22</u>	22
<u>Golf</u>	Varsity	<u>13</u>	13
<u>Rifle</u>		<u>80</u>	80
<u>Marching Band</u>		<u>105</u>	105
<u>Tennis</u>		<u>11</u>	11
<u>Wrestling</u>	Varsity	29	
	Junior Varsity	<u>23</u>	52
<u>Bowling</u>		<u>5</u>	5

INTERSCHOLASTIC ATHLETIC PROGRAM (cont'd)

The following is a recap of the wins and losses in the following sports:

	<u>Won</u>	<u>Lost</u>	<u>Tied</u>
Varsity Football	4	3	1
Jr. Varsity Football	8	1	
Sophomore Football	8	0	
Freshman Football	2	3	1
Varsity Basketball	1	17	
Jr. Varsity Basketball	0	18	
Freshman Basketball	10	8	
Varsity Baseball	15	10	
Jr. Varsity Baseball	9	10	
Freshman Baseball	8	6	1
Varsity Wrestling	10	2	
Jr. Varsity Wrestling	4	8	
Varsity Cross Country	2	7	
Jr. Varsity Cross Country	0	7	
Track	2	10	
Rifle	19	2	1
Golf	4	6	1
Varsity Bowling	21	12	
Tennis	9	6	
Crew	1 - First Place 2 - Third Place 1 - Fourth Place 1 - Sixth Place 1 - Did Not Place		

The following financial data indicates the cost of operating the High School athletic program for the School Year 1965-1966.

**FINANCIAL REPORT
BOARD OF EDUCATION ATHLETIC ACCOUNT
1965-1966**

Cash Balance, July 1, 1965 \$ 412.04

RECEIPTS

Football	\$	24,166.52	
Basketball		2,534.50	
Baseball		417.10	
Wrestling		646.00	
Board of Education Subsidy		24,853.09	
Refunds		<u>420.45</u>	
Total Receipts			<u>\$ 53,037.66</u>
			\$ 53,449.70

DISBURSEMENTS

All Sports	\$	3,891.39	
Band & Cheerleaders		4,161.88	
Baseball		4,802.46	
Basketball		3,130.41	
Bowling		216.80	
Crew		8,259.33	
Cross Country		498.80	
Football		24,403.25	
Golf		150.15	
Rifle		53.00	
Track		1,564.03	
Tennis		326.60	
Wrestling		<u>1,991.60</u>	
Total Disbursements			<u>\$ 53,449.70</u>
CASH BALANCE, June 30, 1966			\$.00

FOOTBALL NET GAME RECEIPTS
1965

September	25	East Side	Home	\$ 1,324.65
October	2	East Orange	Away	1,315.50
	9	Belleville	Home	1,833.40
	16	Montclair	Away	1,416.00
	23	Columbia	Home	1,145.30
	30	Orange	Home	767.65
November	6	Clifton	Away	1,342.62
	13	Bloomfield	Home	626.68
	25	Kearny	Home	<u>3,631.95</u>
Total Net Receipts				\$ 13,403.75

STUDENT AND ATHLETIC INSURANCE

STUDENT INSURANCE:

The Nutley Board of Education is to be commended for making student insurance available to the students who attend our schools. This insurance coverage protects the boys and girls on the way to and from schools, during the school day, and for other school activities.

Elementary Schools

Total number of students enrolled for insurance, 1965-1966	1,228
Total number of accidents	55
Total number of claims paid	30

Franklin School

Total number of students enrolled for insurance, 1965-1966	350
Total number of accidents	32
Total number of claims paid	27

High School

Total number of students enrolled for insurance, 1965-1966	797
Total number of accidents	290
Total number of claims paid	51

ATHLETIC INSURANCE

The Board of Education provides insurance coverage for those students who participate in football activities.

Total number of boys insured, 1965-1966	297
Total number of accidents	23
Total number of claims paid	23

PUPIL TRANSPORTATION

A steady increase is being noted in the utilization of the services of this department by our local students. This includes those students for whom transportation is provided or a reimbursement given for travel expenses.

This year transportation was provided for 268 students. Complete resume follows:

	<u>District</u>	<u>No. of Pupils</u>	<u>Type of Class</u>	<u>Tuition</u>
***	Newark	3	Deaf	\$ 4,500.00
***	Bloomfield	24	Educable	25,357.50
***	Belleville	3	Orthopedic	3,625.00
		1	Emotionally Disturbed	1,321.00
*	North Haledon	1	Neurologically Impaired	200.00
***	Nutley-Lincoln	15	Trainable	.00
**	Vocational	13	----	.00
**	Non-Profit Private Schools	206	----	.00
*	Non-Profit Jersey City	2	Blind	1,700.00
TOTALS		268		\$ 36,703.50

	<u>CARRIERS</u>	<u>TRANSPORTATION COST</u>
*	Contracted	\$ 1,820.50
**	Public Carrier	\$ 9,238.42
***	Board of Education	\$ <u>11,399.00</u>
		\$ 22,457.92

PUPIL TRANSPORTATION (cont'd)

The \$22,457.92 cost for transporting youngsters by the Nutley Board of Education consists of the following:

Salaries	\$ 9,016.79
Contracts	1,820.50
Other Operational Costs	2,382.21
Public Carrier Fares	<u>9,238.42</u>
TOTAL	\$ 22,457.92

Nutley received reimbursement from the State Department of Education in the amount of 75% of all monies spent for transportation, and 50% of the total spent for tuition. The local staff responsible for transportation of Nutley students to the Lincoln School in Nutley, and schools in Bloomfield and Newark are as follows:

Bus Drivers	- 3
Bus Attendants	- 1

The employees who drive our vehicles must have a bus driver's license, be interested in children, and of good health and character. The department must maintain a close personal relationship with the County Superintendent of Schools, who, by law, must approve all requests for transportation, and the Transportation Bureau of the State Department of Education, which is constantly evaluating new safety equipment for buses and other vehicles used in the transportation program.

Mr. Hoffmeister, who acts as Transportation Coordinator, and his staff are to be complimented for the excellent service provided for our students.

SUMMARY OF ANNUAL AUDIT

Copies of the annual audit made by the auditing firm of A. M. Hart and Company of East Orange, New Jersey, have been received and distributed to each Board member.

The scope of the audit covered the financial transactions of the Secretary of the Board of Education and the Custodian of School Monies, the fiscal activities of the Board of Education, Athletic Activities, the various school activities and the Cafeteria Fund.

The audit of our purchasing practices indicated that we complied with the statutory laws requiring the advertisement for bids.

The insurance program indicated that we carry a total of \$8,825,500.00 of fire insurance coverage as follows:

<u>Unit</u>	<u>Buildings</u>	<u>Contents</u>	<u>Total</u>
Nutley High School	\$3,150,000.00	\$106,250.00	\$3,256,250.00
Franklin School	1,850,000.00	60,000.00	1,910,000.00
Lincoln School	1,200,000.00	28,750.00	1,228,750.00
Radcliffe School	650,000.00	31,250.00	681,250.00
Spring Garden School	925,000.00	25,000.00	950,000.00
Washington School	775,000.00	22,500.00	797,500.00
Yantacaw School	875,000.00	18,750.00	893,750.00
Private Garage Rear Of Franklin School	1,500.00		1,500.00
Administration Building	42,500.00		42,500.00
Memphis Avenue Storage Building	35,000.00	5,500.00	40,500.00
Memphis Avenue Shed	3,000.00	1,100.00	4,100.00
	<u>\$9,507,000.00</u>	<u>\$299,100.00</u>	<u>\$9,806,100.00</u>
Less: 90% Co-Insurance Clause	<u>950,700.00</u>	<u>29,900.00</u>	<u>980,600.00</u>
	<u><u>\$8,556,300.00</u></u>	<u><u>\$269,200.00</u></u>	<u><u>\$8,825,500.00</u></u>

Summary of Annual Audit (cont'd)

Insurance as evidenced by Standard Fire Insurance Policies, was also carried on the following properties:

<u>Unit</u>	<u>Insurance</u>
Contents - Administration Building	\$10,000.00
Fences at Athletic Field and Washington School (including Score Board)	12,000.00
Brick and Frame Building - Church Street (jointly with Nutley Historical Society)	36,000.00

Other insurance, evidenced by policies in force during the period under review, was carried as follows:

<u>Unit</u>	
Workmen's Compensation and Employer's Liability Policy:	
Annual Remuneration	\$2,625,000.00
Employer's Liability	100,000.00
Comprehensive General Liability (Including Malpractice)	\$500/ 1,000,000.00
Personal Injury	500/ 1,000,000.00
Auto Combination Policies:	
Bodily Injury: Each Person	500,000.00
Each Accident	1,000,000.00
Property Damage:	
Dual Control Autos	100,000.00
Other Vehicles:	
Each Vehicle	10,000.00
Maximum	40,000.00
Collision on Vehicles with Actual Cash Value of \$500.00 or More (\$50.00 Deductible)	A. C. V.
Comprehensive	A. C. V.
Towing (Except Dual Control Autos)	25.00
Rowing Shells and Accessories	5,925.00
Depositors Forgery Bond	10,000.00
Boiler and Machinery Policy	100,000.00
Honesty Blanket Position Bond	5,000.00
Band Uniforms	7,785.00
Camera Equipment	782.25
Musical Instruments	81,351.20
Student Owned Musical Instruments	12,352.09
Cups and Trophies	3,126.50

Summary of Annual Audit (cont'd)

The audit shows that each and every person in the school system is covered for \$5,000.00 by a Public Employees' Honesty Blanket Position Bond issued by the Globe Indemnity Company. The Custodian of School Monies is bonded in a surety bond covering his position as Town Treasurer in the sum of \$50,000.00. The Secretary of the Board of Education is bonded in the amount of \$3,000.00.

An examination of claims, purchase orders and warrant checks resulted in no notable exceptions.

The President, Secretary and Custodian were authorized by Resolution to pay all claims during the summer months without prior Board approval. The claims paid were ratified by the Board at the September meeting.

Under the salary account the audit reports that all monies were deposited to the salary account and that all reports were filed prior to the tenth of each month following the end of each quarter.

The net school debt at the end of the 1965-1966 school year was \$1,919,000.00, divided by the average assessed valuation of real property of \$188,259,569.67 is 1.02%. Our allowance under the present law is 4% on equalized value of real properties.

Recommendations

None are indicated at this time.

INFORMATION

COMPARISON OF HIGH SCHOOL COSTS

1963-64 and 1964-65

This survey is compiled from information obtained through reports made to the Commissioner of Education by the local Boards of Education. It is made each year in order to supply the public with important data regarding the cost of secondary education in New Jersey.

Types of Secondary Schools 1964-65

There were:

- (a) 128 four-year high school districts
- (b) 50 six-year high school districts
- (c) 54 senior high school districts
- (d) 72 junior high school districts

Four Year High Schools

In the 128 districts operating four-year high schools the median enrollment was 1099.5.

There were:

- (a) 3 school districts with enrollments of 1 to 399
- (b) 7 school districts with enrollments of 400 to 599
- (c) 43 school districts with enrollments of 600 to 999
- (d) 57 school districts with enrollments of 1000 to 1999
- (e) 18 school districts with enrollments of over 2000

The average cost for tuition purposes for the approved four-year high school districts were as follows:

<u>Year</u>	<u>Per Pupil In Average Enrollment</u>
1959-60	\$ 554.50
1960-61	588.75
1961-62	609.39
1962-63	632.90
1963-64	624.99
1964-65	670.89

COMPARISON OF HIGH SCHOOL COSTS (cont'd)

		High School Costs for Tuition Purposes Per Pupil in Average Enrollment		Average Daily Enrollment
		<u>1963-64</u>	<u>1964-65</u>	
1.	Cedar Grove	\$ 1,040.27	\$ 1,056.86	750.4
2.	East Orange	759.97	710.66	2,769.5
3.	Irvington	637.41	658.58	2,245.0
4.	Nutley	575.70	596.39	1,848.9
5.	Orange	592.66	602.91	1,084.3
6.	Verona	658.08	761.38	907.8

To determine the High School Costs for tuition purposes the following formula has been the standard procedure for many years:

$$T = C - M - S + R$$

T = Cost for tuition purposes.

C = Total cost of operating high schools (Day schools only).

M = Maintenance costs, debt service, capital outlay.

S = Salaries and expenses of attendance officers, transportation and tuition costs.

R = A five percent rental charge based on the original cost of the building and subsequent additions to date.

RECOMMENDATIONS FOR FUTURE CONSIDERATION

Recommend employment of an assistant to the Secretary-Business Administrator.

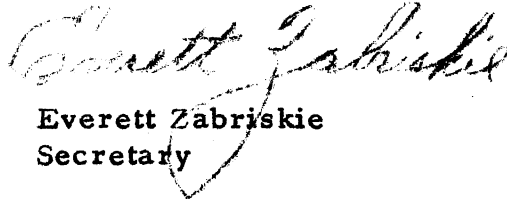
Provide funds over and above the normal maintenance budget for the following;

1. Recommend that the Margaret Avenue site owned by the Board in conjunction with DeMuro Park owned by the Town, be developed as a unit to provide facilities for:
 - a. Track
 - b. Football field
 - c. Baseball field
 - d. Tennis Courts
 - e. Field house with toilet and sink facilities
2. Construct a sidewalk on Brookfield Avenue.
3. Continue the program of installing vinyl tile on the present painted corridors in all schools. Many of the wooden floors in our schools should be replaced.
4. Replace all wooden window and door frames in all schools with aluminum. One school a year for the next five years would complete this job. In the long run, this will do two things; windows may be opened more easily and without a draft problem, saving in painting as well as replacing broken windows. Present windows are very large, hard to handle and expensive to replace. Aluminum windows would have smaller panes of glass.
5. Replace gradually the old ventilation units in the schools.
6. Replace plumbing equipment such as toilets, lavatories and urinals in the schools.
7. Recommend that an addition to Radcliffe School be seriously considered.
8. Recommend that an addition to the Administration Building be constructed as soon as possible.

In Appreciation

In closing, may I again express my thanks to the members of my office, cafeteria, transportation, maintenance, grounds, and custodial staffs for the efficient handling of the functions of their positions; to extend to Mr. Richard Quigley, Custodian of School Monies, my appreciation for his services; to the members of the Board of Education for their advice and assistance; and to the citizens of our community for their support of the Nutley School System.

Respectfully submitted,



Everett Zabriskie
Secretary