

**NUTLEY BOARD OF EDUCATION
REGULAR MEETING AGENDA
November 23, 2009**

- a. Announcement of Meeting Dr. Casale
- b. Flag Salute
- c. Moment of Silence
- d. Call of Roll Mr. DeVita
- e. Approval of Minutes - Open Public Meeting – November 9, 2009
Closed Executive Session – November 9, 2009
Open Public Meeting – October 19, 2009
Closed Executive Session – October 19, 2009
- f. Correspondence
- g. Reports as follows:
 - 1. Superintendent's Report Mr. Zarra
 - 2. Board Secretary's Report Mr. DeVita
- h. Committee Reports
- i. Hearing of Citizens (Resolutions Only)
- j. Resolutions as follows:

SUPERINTENDENT'S RESOLUTIONS

**1. RESIGNATION – BOE Extended day Program
Child Care Instructor**

BE IT RESOLVED that the Board of Education approves the acceptance of the resignation of Mrs. Stephanie Mozeika, Child Care Instructor, effective October 16, 2009.

2. LEAVE OF ABSENCE – Teacher

BE IT RESOLVED that the Board of Education approves a leave of absence in accordance with the New Jersey Family Leave Act for Mrs. Michelle Shahinian, effective December 17, 2009 through April 2, 2010 with a return date of April 5, 2010.

3. APPOINTMENT – Professional Staff

BE IT RESOLVED that the Board of Education approves the appointment of Matthew Francello as teacher for the 2009/2010 school year, effective December 1, 2009, at the annual salary of \$46,373, B.A. Step 8, in accordance with the 2009/2010 Teachers' Salary Guide.

4. **APPOINTMENT – Volunteer Coach**

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Christopher LaRocca for the position of Volunteer Hockey Coach for the 2009/2010 school year.

5. **APPOINTMENTS – Teacher Substitutes**

BE IT RESOLVED that the Board of Education approves the appointments of the teacher substitutes listed on the attached Schedule B for the 2009-10 school year.

6. **APPOINTMENTS – SUBSTITUTE SCHOOL BUS DRIVER**

BE IT RESOLVED that the Board of Education approves
The following personnel as a substitute school bus driver for the
2009-10 school year:

Sara Cardell

7. **REAPPOINTMENTS – Professional Staff**

BE IT RESOLVED that the Board of Education approves the reappointment of the professional staff listed on the attached Schedule C for the 2009-10 school year on the salary guide at the classification, step and annual salary as indicated in accordance with the 2009-10 Teachers' Salary Guide.

8. **REAPPOINTMENTS – Non-Tenured Teachers**

BE IT RESOLVED that the Board of Education approves the reappointment of the non-tenured teachers listed on the attached Schedule D for the 2009-10 school year on the salary guide at the classification, step and annual salary as indicated in accordance with the 2009-10 Teachers' Salary Guide.

9. **REAPPOINTMENTS – Secretarial/Clerical Personnel**

BE IT RESOLVED that the Board of Education approves the reappointment of the personnel listed on the attached Schedule E for the 2009-10 school year at the salaries agreed upon and in accordance with the step and annual salary as indicated in accordance with the 2009-10 Secretarial Salary Guide.

10. **REAPPOINTMENTS – Instructional Aides**

BE IT RESOLVED that the Board of Education approves the reappointment of the instructional aides listed on the attached Schedule F for the 2009-10 school year at the classification and step as indicated in accordance with the 2009-10 Secretarial Salary Guide.

11. REAPPOINTMENT – Director of the Extended Day Program

BE IT RESOLVED that the Board of Education approves the reappointment of Mrs. Maria Cervasio as the Director of the Extended Day Program, for the period July 1, 2009 through June 30, 2010, retroactive to July 1, 2009 in the amount of \$98,121.00.

12. EXTRA COMPENSATION

BE IT RESOLVED that the Board of Education approves the following personnel be paid extra compensation in the amounts indicated for services rendered:

PAYMENT FOR HEALTH DYNAMICS CLASSES – Month of October, 2009

Katianne Oakley (Gratz) \$250.00

PAYMENT FOR TEACHING EXTRA CLASSES – High School

| | |
|--------------------|-----------------------|
| Steven DiGregorio | \$675.00 (15 classes) |
| Christopher Rosati | 630.00 (14 classes) |
| Gerald Ryan | 720.00 (16 classes) |

PAYMENT FOR ZERO PERIOD FALL SAT REVIEW CLASSES September and October, 2009

| | |
|--------------------|----------|
| Katie O’Keeffe | \$924.00 |
| Cheryl Rossillo | 252.00 |
| Jennifer Sabatelli | 252.00 |
| Takisha Sanchez | 966.00 |

PAYMENT FOR FALL EVENING SAT REVIEW CLASSES – September 21, 23, 28, 30 October 5, 7, 14, 19, 21, 28 and November 2, 2009

| | |
|-----------------|------------|
| Jessica Mabel | \$1,187.67 |
| Katie O’Keeffe | 1,187.67 |
| Cheryl Rossillo | 1,187.67 |

PAYMENT FOR PROCTORING PSAT TESTING- October 17, 2009

| | |
|------------------|----------|
| Kent Bania | \$374.40 |
| Cindy Bravaco | 125.97 |
| Joseph Cimo | 143.96 |
| Shanna DiCristo | 143.96 |
| Tracy Egan | 152.96 |
| John Falduti | 143.96 |
| John Gulardo | 188.95 |
| Barbara Hirsch | 134.96 |
| Ryan McMullen | 143.96 |
| Dana Minervini | 143.96 |
| Katie O’Keeffe | 89.98 |
| Linda Posternock | 152.96 |
| Eric Puzio | 143.96 |

| | |
|---------------------|--------|
| Donna Saitta | 134.96 |
| Janet Salvatoriello | 134.96 |
| Peter Smith | 116.97 |
| Joseph Tagliareni | 251.93 |
| Lisa Vallo | 143.96 |

**CENTRAL DETENTION COVERAGE –
Month of October, 2009**

High School

| | |
|-------------------|----------|
| Susan Ames | \$ 19.50 |
| Denise Mazza | 58.50 |
| Lawrence Mitschow | 58.50 |
| Katie O’Keeffe | 78.00 |
| Karen Vander Have | 39.00 |
| Lisa Vallo | 117.00 |
| Michael Viteritto | 78.00 |
| Eric Wdowiak | 58.50 |

JHW Middle School

| | |
|--------------------|-------|
| Joseph Cappello | 39.00 |
| Melissa Echevarria | 78.00 |
| Tracy Egan | 97.50 |
| Deanna Fredricks | 19.50 |
| Jenny Lombardo | 78.00 |
| LuAnn Zullo | 58.50 |

**SATURDAY MORNING SUSPENSIONS –
Month of October, 2009**

JHW Middle School

| | |
|-----------------|----------|
| Joseph Cappello | \$163.02 |
| Tracy Egan | 81.51 |
| Jenny Lombardo | 81.51 |

14. **LONGEVITY PAY**

BE IT RESOLVED that the Board of Education approves the following longevity payments:

| | |
|---------------------|---|
| Glen Farese | -\$1,400 (prorated) Eff. Nov. 1, 2009 (10 yrs.) |
| Dora Farro | -\$1,325 (prorated) Eff. Dec. 1, 2009 (10yrs.) |
| Peggy Hollywood | -\$1,700 (prorated) Eff. Dec. 1,2009 (15 yrs.) |
| Phillip Siculietano | -\$1,400 (prorated) Eff. Dec.1,2009 (15 yrs.) |
| David Staub | -\$1,700 (prorated) Eff. Sept. 1,2009 (12 yrs.) |

15. **TRANSFER OF PERSONNEL**

BE IT RESOLVED that the Board of Education approves, upon the recommendation of the Superintendent of Schools, the following transfer:

| <u>Name</u> | <u>From</u> | <u>To</u> |
|--------------|-------------|-------------|
| Mary Venable | Lincoln | High School |

16. **SPECIAL CLASS PLACEMENT – Educationally Disabled Student**

BE IT RESOLVED that the Board of Education authorizes the attendance of students in out-of-district special education classes for the 2009/2010 school year as follows:

| <u>School</u> | <u>No. of Students</u> | <u>Classification</u> | <u>Eff. Date</u> | <u>Tuition</u> |
|--|------------------------|-----------------------|------------------|----------------|
| Essex Cty.Voc. W.Caldwell, NJ | 1 | SLD | 9/3/08 | \$4,552.00 |
| Springboard Pro. Bergen Co. Special Services | 1 | SLD | 10/5/09 | \$43,377.56 |
| Children's Inst. Verona, NJ | 1 | Autistic | 10/26/09 | \$39,158.69 |

***BUSINESS ADMINISTRATOR/
BOARD SECRETARY'S RESOLUTIONS***

1. **CERTIFICATION OF MAJOR ACCOUNT FUND STATUS**

BE IT RESOLVED that pursuant to NJAC 6A:23-2.11(c) 4, the Nutley Board of Education certifies that as of October 31, 2009, 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.)

2. **BILLS AND MANDATORY PAYMENTS**

BE IT RESOLVED that the Board of Education approves the payment of bills and mandatory payments dated November 23, 2009 in the total amount of \$5,973,860.03 (Appendix C).

3. **REQUESTS FOR USE OF SCHOOL BUILDINGS AND GROUNDS**

BE IT RESOLVED that the Board of Education approves the requests for the use of school buildings and grounds (Appendix D), that conform to the rules and regulations set by the Board of Education.

4. **TRANSFER SCHEDULE**

BE IT RESOLVED that the Board of Education approves, in compliance with NJAC 6A:23-2.11(c)3ii, and NJSA 18A:22-8-1, the transfers in the 2009-10 budget dated October 31, 2009 in the amount of \$56,320.21 as appended (Appendix E).

5. **APPROVAL OF TRAVEL LIST**

BE IT RESOLVED that the Board of Education approves the travel list and all expenses per (Appendix F).

6. **APPROVAL OF FIELD TRIPS**

BE IT RESOLVED that the Board of Education approves the field trip list and all expenses per (Appendix G).

7. **APPROVAL OF CHANGE ORDERS – EXTERIOR FAÇADE REPAIRS AT RADCLIFFE ELEMENTARY SCHOOL**

BE IT RESOLVED that the Board of Education approves the following change orders, on file in the Business Office, for the Exterior Façade Repairs at Radcliffe Elementary School to A&S Restoration:

Change Order No. 1 – \$ 1,416.00

Change Order No. 2 – \$(1,888.00)

8. **APPROVAL OF PARTIAL PAYMENT TO WOJCHIK ELECTRIC**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$5,274.40 to Wojchik Electric for the Spring Garden School Project as per the recommendation of the Board's Architect and Construction Manager.

9. **APPROVAL OF PARTIAL PAYMENT TO SUNNYFIELD CORPORATION**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$104,174.00 to Sunnyfield Corporation for the Spring Garden School Project as per the recommendation of the Board's Architect and Construction Manager.

10. **APPROVAL OF PARTIAL PAYMENT TO B&B IRON WORKS, INC.**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$4,680.00 to B&B Iron Works, Inc. for the Spring Garden School Project as per the recommendation of the Board's Architect and Construction Manager.

11. **APPROVAL OF PARTIAL PAYMENT TO GPC, INC.**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$207,345.29 to GPC, Inc. for the Spring Garden School Project as per the recommendation of the Board's Engineer and Construction Manager.

12. **APPROVAL OF PARTIAL PAYMENT TO A&S RESTORATION CORP.**

BE IT RESOLVED that the Board of Education approves partial payment in the amount of \$153,000 to A&S Restoration Corp. for the Exterior Façade Repairs – Radcliffe School as per the recommendation of the Board's Engineer and Construction Manager.

13. **SCHOOL BUS EMERGENCY EVACUATION DRILLS**

BE IT RESOLVED that the Board of Education approves the emergency school bus evacuation drills in accordance to the New Jersey Administrative code NJAC 6A: 27-11.2 as per (Appendix H).

14. **APPROVAL OF AGREEMENT FOR PROVISION OF PRESCRIPTION DRUG BENEFITS**

BE IT RESOLVED by the Nutley Board of Education that the President and Board Secretary be and are hereby authorized to execute an agreement with Benecard Services, Inc. to provide fully funded prescription drug management services for the period January 1, 2010 through December 31, 2010 at the monthly rate of \$34.46 per eligible employee.

15. ACCEPTANCE OF GRANT

BE IT RESOLVED that the Board of Education accepts the Italian Program Grant from the Italian American Committee on Education to be spend on Italian World Language Classes.

16. ADOPTION OF POLICIES (First Reading)

BE IT RESOLVED that the Board of Education adopts the following policies (first reading) on file in the Business Office :

Policy - 1120 Employment of Chief School Administrator

Policy - 2467 Surrogate Parents and Foster Parents

Policy - 3159 Teaching Staff Member/School District Reporting Responsibilities

Policy - 5512.01 Harassment, Intimidation and Bullying

Regulation - R 5512 Reporting Procedure – Hazing and or Harassment, Intimidation or Bullying

Policy - 8421 Crisis Management Policy/Lockdown/Shelter in Place

Policy - 8760 Pupil Accident Insurance

17. ACCEPTANCE OF DONATION

BE IT RESOLVED that the Board of Education approves the acceptance of a donation from the Lincoln PTO in the amount \$13,889 to be used for the purchase of four Smart Boards.

18 COMPREHENSIVE ANNUAL FINANCIAL REPORT/AUDIT

WHEREAS, the district has prepared the Comprehensive Annual Financial Report for the 2008-09 school year, and

WHEREAS, the audit of the financial records of the school district for the 2008-09 school year has been made, according to the requirements of Title 18A, by the firm of Lerch, Vinci & Higgins, and

WHEREAS, copies of a synopsis of this audit have been made available to the public,

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education accepts the 2008-09 Comprehensive

Annual Financial Report and the report of the independent auditors, which includes the audit recommendations which were read aloud and discussed at the public board meeting of November 23, 2009 , and

BE IT FURTHER RESOLVED, That the Board approves the Corrective Action Plan as per (Appendix I) responding to the recommendations of the auditor and that a copy of the Corrective Action Plan be submitted, as required, to the County Superintendent of Schools.

19. APPROVAL OF SERVICE PROVIDERS

BE IT RESOLVED that the Board of Education approves the following service providers for OT/PT, Speech, Music Therapy, ABA Therapy, Behavioral Consultation, Therapeutic Recreation and Substance Abuse Centers:

ABA Skills

Alpine Learning Group

Behavior Therapy Assoc.

Bergen County Special Services

Bergen County Y & Jewish Community Center

Caldwell Pediatric Therapy Ctr.

Children's Therapy Center

Concordia Learning Center at St. Joseph' School for the Blind

DAYTOP

Eden Institute

Education Inc.

Mark Faber, MD

Esther Fridman

Joseph Holahan, MD

Nancy Holahan, MD

St. Joseph's Hospital

Immedicenter

Immedicenter

KDDS TOO, INC. North Jersey Outreach

Kid Clan Services, Inc.

Livingston Services Corporation

Aparna Mallik, MD

St. Joseph's Hospital

MSU-Demonstration Program (The Children's Center)

NJ Commission for the Blind & Visually Handicapped

Nutley Child Development Therapy Assoc.

Occupational Therapy Consultants, Inc.

Poorvi Patel, MD

St. Joseph's Hospital

P.E.S.I. (Professional Education Services Inc)

Platt Psychiatric Associates

Rickard Rehabilitation Services, Inc.

Saint Clare's Hospital

Spectrum Consulting, Inc.

Bonnie Stoeckel

Tempo Music therapy Service, LLC
Therapeutic Options
United Speech Services, Inc
Valerie Verde, MD
Hong Wang

20. **MEMORIAL**

Mrs. Phyllis Gamba

WHEREAS, it is with a sense of deep sorrow and regret that the Nutley Board of Education records the death of Phyllis Gamba on November 4, 2009, and

WHEREAS, Mrs. Gamba had served the Nutley Board of Education as a Bus Driver for twenty-five years prior to her retirement in 2002, and

WHEREAS, Mrs. Gamba won the respect of all those with whom she came in contact for her dedication to the Nutley School District,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Township of Nutley extends deepest sympathy to the members of her family, and

BE IT FURTHER RESOLVED , that this resolution be made a part of the minutes of this meeting and a copy sent to the members of her family.

- k. Hearing of Citizens
- l. Old Business
- m. New Business
- n. Adjournment