

The Board of Education of the Township of the Borough of Verona, in the County of Essex, New Jersey, convened in regular session on October 12, 2010 in the Verona High School Library at 8:00 p.m.

The following members of the Board were present: Mr. John Quattrocchi, President, Mr. Glenn Elliott, Vice President, Mr. Joseph Bellino, Mr. Steven Spardel and Mr. Michael Unis.

Also present was: Charles Sampson, Superintendent and Ms. Cheryl A. Nardino, Business Administrator/Board Secretary, 1 member of the press and 10 citizens.

The meeting was called to order by Mr. John Quattrocchi, President at 8:00 p.m. A statement was made that the meeting had been properly advertised in the designated newspapers and the agendas were posted at the appropriate locations.

Public Comment on Agenda Items- None

Committee Reports

Athletics

- The Alumni Association is transferring old films to DVD.
- Football field still needs work.
- George Stiefbold was honored at home soccer night game on October 5.
- Press box is completed.
- Football scoreboard is working.
- HBW field sprinklers have been repaired. We are planning to repair field in the spring.
- Need to look at the possibility of resurfacing the HBW track.
- NCAA Parental Program held on October 11 to prepare students for those who want to participate in college athletics.
- Tennis courts need to be repaired. Board to ask town for help in making these repairs.
- Committee reviewed hockey and lacrosse budgets for 10-11.
- There is a legislator that wants to abolish the NJSIAA because of excess spending.

Buildings and Grounds

- There are three main initiatives for this committee. They are an assessment of the operations, refine the 5 year capital spending plan, and expand the preventive maintenance plan.

Finance

- Reviewed PERS bill.
- Received \$47k from jobs bills. Have to spend by September 2012. We will spend on training Foundation and Wilson reading program.
- Board will begin budget process in the next couple of months and will look closely at the details.
- There will be a 2% tax levy cap.
- Salary cap legislation for the Superintendents is moving forward.

Community Resource

- NJ School Boards Association is not in support of an assembly bill that will make districts who have savings will use the money to save jobs. There is another bill that the NJSBA is against, which all potential board members have to be cleared by a background check. NJSBA is arguing that all elected officials should go through the background check.
- Parents in the Ramapo Indian Hills School District refused to sign a 24/7 substance and alcohol policy and challenged it. The state ruled that if a situation occurs off school property, does not allow the school to discipline the student. We have a 24/7 policy and will review.

- By the end of November the Board will appoint the Budget Review Committee.

Superintendent's Report

- Verona High School Experience tomorrow night at 7:30.
- October 2 Band Festival was a great success.
- Conference of SCA meeting this afternoon.
- Half day inservice meeting held last week. UBD was the focus.
- Violence and vandalism report will be given at the next board meeting.

Discussion

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Resolutions

RESOLVED that the Board approve **Resolution #1-9 Resolutions**

Moved by: Mr. Bellino

Seconded by: Mr. Spardel

Ayes: 5

Nays: 0

Approval of Minutes

#1 RESOLVED that the Board approve the minutes of the following meeting:

Confidential & Regular Public Meeting

September 28, 2010

Personnel

#2 RESOLVED that the Board approve **Andreia Santos** as a volunteer coach for the Girl's soccer team for the 2010-2011 school year.

#3 RESOLVED that the Board approve **Michael Klim** as a volunteer coach for the Boy's soccer team for the 2010-2011 school year.

#4 RESOLVED that the Board approve amended contract of **Cheryl Nardino** as per attached. Language to be consistent with revised state requirements for sick and vacation time, healthcare contribution, and certificate revocation.

EMPLOYMENT CONTRACT

THIS EMPLOYMENT CONTRACT is made and entered into this 31th day of August, 2010, by and between the VERONA BOARD OF EDUCATION, with offices located at 121 Fairview Avenue, Verona, New Jersey 07044 (hereinafter referred to as the "Board"), and CHERYL A. NARDINO, CPA and whose title shall be School Business Administrator/Board Secretary (hereinafter referred to as the "Business Administrator.")

WITNESSED:

WHEREAS, the Board wishes to employ the Business Administrator and the Business Administrator wishes to be employed by the Board subject to all of the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and conditions in this Agreement and for other good and valuable consideration, the receipt of which is hereby acknowledged, it is hereby agreed by and among the parties hereto as follows:

I. TERMS AND CONDITIONS

The term of the Contract shall be for the period commencing on July 1, 2010 and ending June 30, 2011.

II. BUSINESS ADMINISTRATOR CERTIFICATION AND RESPONSIBILITIES

A. Certification

The Business Administrator shall hold a valid and appropriate certificate to act as a Business Administrator in the State of New Jersey.

B. Duties

The Business Administrator shall perform his/her duties in accordance with his/her job description and N.J.S.A. 18:17-5 through 18A:17-12 and 18A:17-14.1.

C. Outside Activities

The Business Administrator shall devote his/her time, attention and energy to the business of the school district. However, he/she may also lecture, engage in writing activities and speaking engagements, and engage in other activities which are of a short-term duration if he/she first obtains the prior written approval of the Board, which approval shall not be unreasonably withheld if the activities do not interfere with the performance of his/her duties in the district.

III. PROFESSIONAL GROWTH OF BUSINESS ADMINISTRATOR

The Board encourages the continuing professional growth of the Business Administrator through his/her participation in the following:

- A. The operations, programs and other activities conducted or sponsored by local, state and national school administrator and/or school board associations;

- B. Seminars and courses offered by public or private educational institutions;
- C. Informational meetings with other persons whose particular skills or background would serve to improve the capacity of the Business Administrator to perform his/her professional responsibilities for the Board;
- D. Visits to other institutions, and
- E. Other activities promoting the professional growth of the Business Administrator.

To this end, the Board will provide:

- F. Unlimited Tuition Reimbursement
- G. Reimbursement for seminars and courses for the maintenance of the CPA License.
- H. Reimbursement for conventions and conferences, associated with the job duties of the Business Administrator, within budget limitations and shall receive permission from the Superintendent of Schools to attend such conferences.
- I. All reimbursements for expenses (travel – lodging) shall be paid in accordance with those stipulations as defined by the OMB regulations in accordance with 18A:11-12 and travel and meal in accordance with the New Jersey Office of Management and Budget.

IV. COMPENSATION

Compensation for the term of the contract shall be \$143,026 from July 1, 2010 through June 30, 2011. Additionally, the Board will provide \$ 1,500.00 for a Tax Sheltered Annuity from July 1, 2010 through June 30, 2011.

V. OTHER BENEFITS

A. Vacation/Holidays

The Business Administrator shall be granted twenty four (24) vacation days and holidays in accordance with the in effect school calendar. The Business Administrator shall take his/her vacation days when he/she chooses in the event school is not in session. However, if he/she wishes to take vacation when school is in session, the Business Administrator may take vacation only with the prior approval of the Superintendent. Upon his/her resignation or retirement, supplemental compensation for vacation days shall be consistent with Title 18A:30-9.

B. Sick Leave

The Business Administrator shall be allowed twelve (12) days sick leave annually. The portion of such leave unused at the end of any year shall be cumulative. The Business Administrator shall be allowed three (3) personal days and five (5) family illness days. Upon his/her resignation or retirement, supplemental compensation for sick days shall be consistent with Title 18A:30-3.5.

C. Medical Benefits

The Board shall provide the Business Administrator with and pay the premiums for individual and family coverage for health and dental insurance. The Business Administrator will have to pay 1.5% towards the benefit plan unless the Business Administrator opts out of coverage.

D. Membership Fees

The Board agrees to fund membership in three professional organizations for the Business Administrator. The Board also agrees to fund up to \$500 for CPA Licensure.

E. Disability

The Board agrees to provide the Business Administrator with disability coverage.

VI. EVALUATION

The Superintendent shall evaluate the performance of the Business Administrator at least twice during the initial term of twelve months and once a year thereafter in accordance with the provisions of the applicable New Jersey statutes and regulations. Each evaluation shall be in writing and a copy shall be provided to the Business Administrator.

VII. TERMINATION OF CONTRACT

This contract may be terminated by the School Business Administrator by providing the District with 60 days notice in writing of intention to terminate the same. In the event that the administrator's certificate is revoked, this contract is null and void pursuant to Title 18A:17-15.1.

VIII. COMPLETE AGREEMENT

This contract embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties.

IX. CONFLICTS

In the event of any conflict between the terms, conditions and provisions of this contract and the provisions of the Board's policies, or any permissive state or federal law, then

unless otherwise prohibited by law, the terms of this contract shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

X. SAVINGS CLAUSE

If, during the term of this contract, it is found that a specific clause of the contract is illegal under federal or state law, the remainder of the contract not affected by such a law shall remain in force.

Special Education

- #5 **RESOLVED** that the Board approve submission of IDEA grant to the New Jersey Department of Education for approval. The district has been allocated \$461,043 to be used to provide services to student with disabilities.
- #6 **RESOLVED** that the Board approve **Pamela Solomon** as home Instructor the for the 2010-2011 school year.
- #7 **RESOLVED** that the Board approve home instruction on the following students:

<u>Student #</u>	<u>School</u>	<u>Grade</u>	<u>hours/wk</u>	<u>Duration</u>	<u>Beginning</u>
112295	VHS	9	5 hrs/wk	4-6 wks	9/22/10
031201	Laning	4	5 hrs/wk	6-8 wks	10/4/10

Finance

- #8 **RESOLVED** that the Board approve Charles Sampson, Cheryl Nardino and Elizabeth Toriello, John Quattrocchi, Glenn Elliott, Steve Spardel, Joseph Bellino, Michael Unis to attend the New Jersey School Board Workshop and Exposition, in Somerset, NJ on October 19 and October 20, 2010.

Group Registration	\$550.00	
Cost per person:		
Meals	\$56.00	per diem
Mileage	\$23.65	per diem

- #9 **RESOLVED** that the Board approve the enclosed check list in the following amounts:

<u>Check Register Date</u>	<u>Description</u>	<u>Amount</u>
September 28, 2010	Vendor Check	\$15,000.00
October 7, 2010	Vendor Check	\$37,512.97

Public comment

- Computers
- Pers payment
- Jobs grant
- 24/7 policy
- Smartboards

The Meeting adjourned at 9:35 p.m.

Respectfully submitted,

**Cheryl A. Nardino
Board Secretary**