

PUBLIC MEETING

May 10, 2011

The Board of Education of the Township of the Borough of Verona, in the County of Essex, New Jersey, convened in regular session on May 10, 2011 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. Michael Unis and Board Member elect Ms. Dawn DuBois.

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.

The Board Secretary will assume the chair and call the Reorganization Meeting to order. **Cheryl A. Nardino**, Secretary, will indicate that the meeting has been properly advertised and the agenda has been posted at the appropriate locations.

The Secretary will announce the official results of the April 27, 2011 Annual School Election.

Public question: Yes 728, No 544

Dawn DuBois 599

Steven Spardel 338

Total Percentage of voters who voted 13%

The Ms. Dawn DuBois was sworn in as a member of the Board of Education by the Secretary.

The Secretary of the Board of Education will call for nominations for the office of President of the Board of Education.

Mr. Bellino nominated Mr. Quattrocchi. The Board approved 5-0.

The Mr. Quattrocchi assumed the chair as President. Mr. Quattrocchi called for nominations for the office of Vice President. Mr. Elliott nominated Mr. Bellino. Mr. Unis expressed his interest in the position and hopes to fulfill that role next year. The Board approved Mr. Bellino 5-0.

Public Comment on Agenda Items- None

Presentation- Presentation of VFEE Spring 2011 Grant Awards.

Superintendent's Report

- Jazz night was a great event. Spring concerts will be coming up. Check web site for dates.
- Will attend Essex County academic awards dinner
- Verona vs. Cedar Grove baseball game at Yoggi Berra Stadium honored staff member Paul McDevitt. Mr. McDevitt was a marine that served in the Iraq war.
- May 3rd was Family Math Night put together by Ms. Nicole Santora, Math Supervisor. 320 parents and students attended the event.
- Curriculum writing for the fall has begun
- Hiring process for September 1 has begun
- 5th and 6th grade writing program will launch September 1

- Grade 4 assessment in math is being developed
- May 18 Garden State Coalition of Schools annual meeting will be attended by Mr. Quattrocchi and Ms. Toriello

Discussion Items-

- Superintendent interviews will take place May 10, 18, 24 and 25th.
- Mr. Quattrocchi pointed out that the newspaper reported Verona was receiving \$52,000 in Title I aid. This is not correct. Verona does not qualify for that aid.

Resolutions

RESOLVED that the Board approve **Resolution #1-46 Resolutions**

Moved by: Mr. Elliott

Seconded by: Mr. Bellino

Ayes: 5

Nays: 0

#1 RESOLVED that the Board has read and discussed the Code of Ethics for School Board members in accordance with NJSA 18A-12-24.1. Specifically,

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will

provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

#2 RESOLVED that the Board approve the attached list of Board Meeting Dates.

#3 RESOLVED that **Michael Unis** be appointed delegate to the New Jersey School Boards Association for one year.

BE IT FURTHER RESOLVED that the policy authorizing the duties of the delegate to the New Jersey Schools Boards Association be approved as follows:

- a. Represent the Board at meetings of the New Jersey School Boards Association.
- b. Study and report to the Board all proposed State and Federal Legislation of interest and relevance.
- c. At the direction of the Board, prepare a proposed resolution for submission to the State School Boards Association.

This policy shall not prohibit or discourage other Board Members from active participation in Legislative affairs.

#4 RESOLVED that the Verona Board of Education approve the establishment of the following Board of Education Committees. Appointments to the Committees will be made by the Board President:

Buildings and Grounds-Dawn DuBois/Glenn Elliott
Finance-Joseph Bellino/Dawn DuBois
Education –John Quattrocchi/Michael Unis
Community Resources-John Quattrocchi/Glenn Elliott
Athletics & Co-Curricular-Joseph Bellino/Michael Unis

#5 RESOLVED that the Board of Education appoint **Cheryl Nardino** as Board Secretary.

#6 RESOLVED that the Board of Education approve the appointment of **Michael J. Gross, Esq.** of the firm of **Kenney, Gross, Kovats & Parton** as Board Attorney for the 2011/2012 school year at a \$400/month retainer and \$145/hour for additional time.

#7 RESOLVED that the Verona Board of Education approve the appointment of the firm of **Lerch, Vinci & Higgins**, to serve as School District Auditors for the

2011-2012 year, and

BE IT FURTHER RESOLVED that the firm be paid in amount of \$24,900 for the fiscal year ending June 30, 2012.

#8 **RESOLVED** that the Board approve LAN Associates as Architect of Record for the 2011-2012 School Year.

#9 **RESOLVED** that the official newspapers for the Board of Education be the Verona Cedar GroveTimes, The Star Ledger and the Herald News.

BE IT FURTHER RESOLVED that the Secretary be permitted to use his/her discretion with regard to any and all publications required by law.

#10 **RESOLVED** that the following be and the same are hereby designated as depositories of The Board of Education:

**Wells Fargo
NJ/ARM**

BE IT FURTHER RESOLVED that until further notice from the Board of Education, any funds of the Board deposited in said depositories may be subject to withdrawal at any time, or from time to time, upon checks or instruments or orders for payment of moneys when signed on behalf of the Board of Education by the following officers: President or Vice President, Secretary/Business Administrator or Superintendent of Schools and Treasurer of School Moneys.

#11 **RESOLVED** that the Board of Education adopt all existing policies, curriculum and textbooks for the 2011/2012 school year which have been in effect during the present school year, subject to revision and constant review by the Board.

#12 **RESOLVED** that the Board of Education appoint **Cheryl A. Nardino**, Business Administrator Board Secretary to act as Investment Agent and invest idle Funds for the Board of Education.

#13 **RESOLVED** that the Board of Education approve the facsimile signatures for the President, Board Secretary and Treasurer of School Funds to facilitate debt payments.

#14 **RESOLVED** that the Board of Education approve the 2011/2012 school year Reappointment of **Cheryl A. Nardino** Business Administrator, as follows:

- a. Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:-3a and N.J.A.C. 5:34-5 et seq.
- b. the Designated Public Agency Compliance Officer (P.A.C.O.)
- c. Custodian of Records

WHEREAS the Verona Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now therefore, be it

#15 RESOLVED that the governing body of the Verona Board of Education, in the County of Essex in the State of New Jersey hereby increases its bid threshold to \$36,000; and be it further

RESOLVED that the governing body hereby reappoint **Cheryl A. Nardino** as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary hereby authorized and directed to forward a certified copy of this resolution and copy of **Cheryl A. Nardino**'s certification to the Director of the Division of Local Government Services.

#16 RESOLVED that the Board of Education approve the appointment of **Dorothy Trimmer** as Treasurer of School Funds for the 2011/2012 school year at a salary of \$6,200.

#17 RESOLVED that the Board of Education establish Petty Cash Funds as listed below for The 2011/2012 school year. No single expenditure to exceed \$25.

VeronaHigh School	\$200
H. B. Whitehorne Middle School	100
Board/Superintendent's Office	100
Brookdale Avenue School	25
F. N. Brown School	25
ForestAvenueSchool	25
Laning Avenue School	25
Special Services	100
Pre-School Intervention Program	50

#18 RESOLVED that the Board of Education approve the 2011/2012 school year reappointment of Brown and Brown, formally Grinspec, as the broker of record for health insurance.

#19 RESOLVED that the Board of Education approve the 2011/2012 school year reappointment of Commerce Banc Corp. as the broker of record for dental insurance.

#20 RESOLVED that the Board of Education approve the Tax Shelter Annuity Companies as listed below:

MetLife	Equitable
Valic	Prudential
Vanguard	

#21 RESOLVED that the Board of Education approve **Dr. Richard Cirello** as the School Physician for 2011/2012 at a cost of \$25,000.

#22 RESOLVED that the Board of Education approve the 2011/2012 school year reappointment of **Paul McDevitt**, Facilities Manager, as follows:

- a. District's Right-to-Know Coordinator
- b. District's Indoor Air Quality Coordinator
- c. District's Pest Management Coordinator
- d. Asbestos Management Officer
- e. AHERA Coordinator

#23 RESOLVED that the Board of Education approve **Libby Skinner** as the District Affirmative Action Officer at a stipend of \$2,500 for the 2011/2011 school year.

Approval of Minutes

#24 RESOLVED that the Board approve the minutes of the following meetings:

Confidential & Regular Public Meeting **April 12, 2011**

Curriculum and Special Education

#25 RESOLVED that the Board enter into the attached agreement with the **Essex County Educational Services Commission**, to provide the following services during the 2011-2012 School Year:

- Chapter 192 and 193
- Chapter 226, NonpublicSchool Nursing
- Public School Child Study Team
- Public School Home Instruction
- IDEA-B

#26 RESOLVED that the Board approve the participation for joint transportation in the Sussex County Regional Cooperative.

#27 RESOLVED that the Board approve the following student for home instruction:

<u>Student#</u>	<u>School</u>	<u>Grade</u>	<u>Hrs/Wk</u>	<u>Duration</u>	<u>Beginning</u>
#092600	FN Brown	4	5 hrs/3-4 wk		4-26-11

#28 RESOLVED that the Board approve the settlement agreement for student # 071094 as attached.

#29 RESOLVED that the Board approve the following monthly statistical report: **March, 2011** (attached)

#30 RESOLVED that the Board approve the following movie rated (PG) for H.B. Whitehorne Middle School:

Despicable Me

#31 RESOLVED that the Board accept the VFEE grants as attached.

#32 RESOLVED that the Board approve the donation of a 2000 Sony 52 inch projection TV from Mrs. Paonessa's daughter to be used in the VHS Broadcast Studio Room.

Personnel Resolutions

#33 RESOLVED that the Board abolish the positions from the table of organization:

- 1 Teacher of Science, high school
- Part time Teacher of Home Economics, high school
- Supervisor for Schoolwide Enrichment, K-4
- Supervisor for Special Ed, 5-12

#34 RESOLVED that the Board approve the attached list of non-tenured staff renewals.

#35 RESOLVED that the Board approve the deduction of pay for employee #xxx-xx-7177 as follows:

- 2 working days @316.05
- 2 coaching days @98.75

Total Deduction: \$829.60

#36 RESOLVED that the Board rescind and approve the rate for the following teachers to prepare students for NJASK for the period March 20, 2011 through May 5, 2011.

<u>Brookdale</u>	<u>rescind</u>	<u>approve</u>
Kim Materna	\$57.00	\$60.00
Lauren Hill	\$57.00	\$60.00
<u>Forest</u>		
Jean Sapienza	\$57.00	\$60.00
Sarah Conklin	\$57.00	\$60.00
<u>F.N.Brown</u>		
MaryAnn Force	\$57.00	\$60.00
Maria Graziano	\$57.00	\$60.00
Megan Pellegrino	\$57.00	\$60.00
Sari Santoro	\$57.00	\$60.00
<u>Laning</u>		
Frank Albano	\$57.00	\$60.00

#37 RESOLVED that the Board approve Jonathan Thai, MA/Step 1 as Math Teacher, VHS at a salary of \$51,259 for the 2011-2012 school year.

- #38 RESOLVED** that the Board approve Emerida M. Radek as a long term substitute Administrative Assistant at HBW, \$130.50 per diem from May 2, 2011- to June 30, 2011.
- #39 RESOLVED** that the Board accept with regret the resignation of Carol L. Occhino, Special Education, HBW, effective June 30, 2011.
- #40 RESOLVED** that the Board approve Elizabeth Jewett Toriello as Acting Superintendent of Schools effective June 6, 2011.

Stipend: \$1,800 per month, pro-rated

Total 2011-12 salary not to exceed Superintendent Salary cap for Verona Public Schools.

- #41 RESOLVED** that the Board approve compensation for (7) unused vacation days for Charles Sampson as per contract.

Total Compensation: \$4,455.36

Mr. Sampson to purchase school lap top for \$350.00 to be deducted from unused vacation compensation.

Finance Resolutions

- #42 RESOLVED** that the Board approve the enclosed check list (s) in the following amount (s):

<u>Amount</u>	<u>Description</u>	<u>Check Register Date</u>
\$325,155.00	Vendor Check	April 15, 2011
\$1,490.00	Vendor Check	April 15, 2011
\$1,144.72	Vendor Check	April 19, 2011
\$2,448,512.86	Vendor Check	May 6, 2011

- #43 RESOLVED** that the Board approve the attached list of individual transfers of line items in the 2010/2011 budget for:

March, 2011

- #44 RESOLVED** that the Report of the Secretary for the period(s) as follows be approved:

March, 2011

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23-2.11(c)3, that as of March 31, 2011 the Board Secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a), and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23-2-11(c)4 we certify that after review of the Board Secretary's and Treasurer's monthly financial reports, in the minutes of the Board, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b).

#45 RESOLVED that the Board approve the Report of the Treasurer of School Monies for the following month(s):

March, 2011

#46 RESOLVED that the Board of Education approve the following canceled checks:

<u>Check #</u>	<u>Amount</u>
91560	\$168.00
91972	\$94.00
92110	\$69.00
93233	\$11.90
93545	\$80.00
94528	\$250.00
95283	\$5,835.00
95284	\$458.70
95319	\$120.00
95324	\$80.00
95575	<u>\$292.00</u>
Total	\$7,458.60

Public Comment

- Exchange student enrollment process
- Board meeting calendar

The Meeting adjourned at 9:10 p.m.

Respectfully submitted,

**Cheryl A. Nardino
Board Secretary**