

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on December 17, 2014, in the Media Center of the Essex Fells School. The meeting was called to order by Board Member Dr. Michele Nitti at 7:30 P.M. Dr. Nitti read the following Statement of Compliance with the Open Public Meetings Act: "In compliance with Chapter 231 of the Laws of 1975, a notice for this meeting was posted at the respective offices of the Essex Fells School on December 14, 2014. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, the Star Ledger, and posted on the district web-site."

I. Call to Order – 7:30 P.M.

II. Roll Call

Mrs. Carol D'Alessandro, Vice-President – absent
Mrs. Shani Drogin – present
Mrs. Kris Heugel –present
Dr. Steven LoCascio, President – absent
Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; 7 staff members; and one member of the press from *The Progress*

III. Flag Salute

Dr. Nitti led the salute to the flag.

IV. Public Comment

No comment.

V. President's Report

- No report.

VI. Superintendent's Report

- Mrs. Gadaleta provided a rough draft of the 2015-16 West Essex calendar for discussion. Mrs. Gadaleta noted that West Essex has moved Spring Break back for PARCC. The Board discussed the Essex Fells calendar being aligned with West Essex. A school survey will be presented to the Community.
- Mrs. Gadaleta noted that for September through December, 139 Bengal Pride Awards had been given out, along with 8 Discipline Reports. Mrs. Gadaleta gave a brief description of what makes up the awards and the discipline reports.
- Mrs. Gadaleta updated the Board as to the status of litigation with a parent regarding an Out of District placement. 3 court dates have been set for February 2015.
- Mrs. Gadaleta wished the Board Happy Holidays and thanked them for their time this school year.

VII. Superintendent's Resolutions

- 1. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the payment of the following travel related expenses in accordance with the travel policy 6471 for Professional Development:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the abolishment of the following policy:

Policy 1522 School-level Planning (Abolished)

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following policies:

Policy 5305	Health Services Personnel (Revised)
Policy/Regulation 5306	Health Services to Nonpublic Schools (Revised)
Policy/Regulation 5308	Student Health Records (Revised)
Policy/Regulation 5310	Health Services (Revised)
Policy 5339	Screening for Dyslexia (New)
Policy 5756	Transgender Students (New)

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

VIII. Business Administrator's Report

- Mr. Lella informed the Board that the district's ASSA Report had been submitted to the State.

IX. Business Resolutions

1. **RESOLVED** that the Board of Education accepts the minutes of the following meetings:

Executive Session Minutes	3/19/14
Executive Session Minutes	5/7/14
Executive Session Minutes	5/21/14
Regular Meeting Minutes	10/15/14
Regular Meeting Minutes	11/19/14

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for December in the total amount of **\$129,929.04** as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for November as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$290,448.85 including \$271,311.55 for the gross payroll, \$4,575.48 for the Board's share of FICA/Medicare and \$14,561.82 for the State's share of FICA/Medicare.

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

3. **RESOLVED** that the Board of Education approves the transfer of funds for the month of October as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

4. **WHEREAS**, the Board of Education has received the Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of October; and

WHEREAS, in compliance with N.J.A.C.6A:23-2.11(c)3, the Secretary has certified that as of the date of the reports, no budgetary line item account, in accordance with the minimum chart of accounts as established by the New Jersey Department of Education, has obligations and payments which in total exceed the amount appropriated by the Board of Education;

NOW, THEREFORE, BE IT RESOLVED, that in compliance with N.J.A.C.6A:23-2.11(c)4, the Board of Education certifies that, after review of the Secretary's monthly financial report, 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 N.J.A.C.6A:23-2.11(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the year; and

BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 C73, the Board certifies that after review of the Secretary's monthly financial report and certification, that there are no budgetary transfers that cumulatively exceed 10% that would require the approval of the Commissioner of Education; and

BE IT FURTHER RESOLVED, that the financial reports for the months be accepted and shall become a part of the official minutes of this meeting.

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

X. **Old Business / Board Discussion**

- Mrs. Gadaleta informed the Board that she had spoken with Stephen Fogarty for clarification regarding the 180 day clause for retired employees. He confirmed the clock starts from September 1st, not July 1st for 10 month employees.
- The Board discussed policy, and further discussion would take place at the January Reorganization Meeting. Mrs. Gadaleta informed the Board that the District does need to follow the nutrition policy and she will follow up with the PTA to confirm they understand the guidelines. Mrs. Gadaleta also stated that the Safety Team will review the Discipline Code in January.

XI. **New Business / Board Discussion**

- No report.

XII. **Meeting Open for Public Comment**

- Mrs. Codella commented on the proposed 2015-16 School calendar, stating that the staff prefers returning after Labor Day, with concern about being able to take children away to college.

XIII. Resolution to Enter Executive Session

The Board entered into executive session at 7:52 P.M. to discuss contractual negotiations and HIB. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. The Board adjourned the executive session and returned to the public meeting at 8:50 P.M.

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

XIV. Adjournment

The public meeting of the Board of Education was adjourned at 8:50 P.M. The next Reorganizational/Workshop Meeting of the Board of Education will be held on Wednesday, January 7, 2015 in the Media Center.

Moved by: Mrs. Drogin
Ayes: 3

Seconded by: Mrs. Huegel
Nays: 0

Enrollment Count: 2014-2015

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	12	7	5
Mrs. Quinn/Ms. Burger	PS/PM	13	4	9
Mrs. Gann	KG	15	9	6
Ms. Mitchell/Mrs. Short	KM/S	14	6	8
Mrs. Brutman/Mrs. Hromoko	1B/H	15	10	5
Mrs. Massaro	1M	14	9	5
Ms. McMahan/Ms. Almeida	2M/A	11	4	7
Mrs. Perry	2P	10	4	6
Ms. Cervino	3C	11	6	5
Mrs. Reynolds/Ms. McLain	3R/M	11	5	6
Mrs. Barshay	4B	12	2	10
Mrs. Hacker/Mrs. Calistri	4H/C	12	3	9
Mrs. Banek/Ms. Belmont	5B/B	11	5	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	19	8	11
Ms. Dalton/Mrs. Whitman	6D/W	18	7	11
Total		210	96	114
Out-of-District		3+		
TOTALS		213	96	114

+ Total includes 3 out-of-district students

Fire Drills: 2013-2014

Month	Fire Drill	Emergency Drill
September	9/8/14	Lockdown 9/16/14
October	10/8/14	Shelter in Place 10/2/14
November	11/12/14	Lockdown 11/19/14
December	12/15/14	Lockdown 12/9/14
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/17/14	10/15/14	11/19/14	12/17/14				
TOTAL # of Reported Incidents	0	0	0	1				
Number of Unfounded Incidents	0	0	0	1				
Number of Founded Incidents	0	0	0	0				

ESSEX FELLS SCHOOL DISTRICT MISSION STATEMENT

The Essex Fells School is a very special public elementary school enrolling boys and girls in preschool through the sixth grades. Pupils enjoy small classes and a total school population of approximately two hundred and fifty.

The size of the school is a wonderful asset as it allows a strong sense of community and offers teachers and pupils many opportunities to form bonds of collegiality, identification and support. It also supports the concept that every adult in the school is responsible for every child.

The comparatively small faculty is also a benefit. The faculty as a whole are the decision making body on all questions of teaching and learning. Teachers find it easy to share experiences and act consistently across pupils' entire academic program. The combined efforts of the staff work to support a pupil centered approach to education.

Essex Fells teachers are encouraged to try new ideas, to work collaboratively with colleagues, and to participate fully in all aspects of schooling.

The mission of the school is etched in the mortar of the original schoolhouse with the words Studies Pass Into Character.

The primary goals of an Essex Fells education include:

1. Developing in all pupils the capacity to think critically and communicate effectively through a mastery of written and spoken English.
2. Motivating all pupils to recognize and develop their academic abilities in order to build character and to achieve their full potential.
3. Teaching children to value themselves, their peers and their teachers.
4. Establishing a respect for and a strong sense of responsibility to the physical, social, and aesthetic world around them.
5. Nurturing a love of country and a pride in our American heritage and citizenship.
6. Communicating a love of scholarship and continued interest in life-long learning.
7. Insuring all pupils will achieve the New Jersey Core Curriculum Content Standards at all levels.

To secure these common goals, the Essex Fells staff of professional educators recognizes that the collaborative engagement of the children in the learning process is the key to intellectual development. Dedicated teachers create classrooms that are alive with cooperative learning activities and child-centered problem solving routines. Children are encouraged to explore, to question, to make decisions, and to express opinions in a supportive learning environment. Teachers also model their own commitment to learning by continuing to earn advanced degrees. On-going professional development is acknowledged as the foundation for promoting outstanding pupil achievement.

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary