

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on May 16, 2012 in the Media Center of the Essex Fells School. The meeting was called to order by Board President Michele Nitti at 7:33 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 April 18, 2012. 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 – 7:32 P.M.

II. Roll Call

Mrs. Alison Cirenza – present
 Mrs. Carol D'Alessandro – present
 Mr. Peter Hutchinson – present
 Dr. Steven LoCascio, Vice-President – present
 Dr. Michele Nitti, President – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Ernie Turner, Business Office Consultant, two teachers and one member of the public.

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

No public comment.

V. President's Report

The President reported on the following items:

- Residency Policy
- BOE Community Newsletter
- BOE Goals for 2012-2013
- Superintendent Evaluation
- BOE Self Evaluation

VI. Superintendent's Report

The Superintendent reported on the following items:

- District/Superintendent Goals
- Art Program
- Playground
- Professional Development Plan for 2012-2013

VII. Student Body Liaison Report to the Board of Education

Olivia Apuzzio was the Student Body Liaison.

VIII. Superintendent's Resolutions

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following field trips:

Grade 6 to West Essex - Move Up Day 6/12/12

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

2. **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 9250 for Professional Development:

Staff Members: Laura Brutman, Sonja Oftedal, Laura Short
 Event: Intro to Prologue2Go Workshop
 Location: SARC Instructional Center, Caldwell College
 Date: 6/12/12
 Cost: \$60.00 per person

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the District Professional Development Plan for 2012-2013 to the DOE Essex County Office.

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following curriculum:

Visual Art Curriculum: Kindergarten – Sixth Grades, March 2012
 Spanish Grades K-6 Curriculum, Revised 2012

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following list of Senior Service Students:

Lindsay Agresti from Oak Knoll	5/4/12 – 6/1/12
Michael Codella from Seton Hall Prep	5/7/12 – 6/2012
Deanna Daly from West Essex Regional	5/21/12 – 6/2012
Jim Fiore from West Essex Regional	5/21/12 – 6/2012
Devon Gardner from West Essex Regional	5/21/12 – 6/2012
Ed George from West Essex Regional	5/21/12 – 6/2012
Elizabeth O'Neill from Morristown Beard	5/14/12 – 6/1/12

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following staff members for the Extended School Year (ESY) Program and/or Essex Fells Recreation Department (EFRD) Program for Summer 2012:

Emily Ziccardi	Resource Center Teacher for ESY (\$40/hr)6/27/12-7/27/12
Candice Belmont	Paraprofessional for ESY and EFRD (\$17/hr)
Marisa Burger	Paraprofessional for ESY and EFRD (\$17/hr)
Karen Kopec	Paraprofessional for ESY and EFRD (\$17/hr)

NOTES: Michelle V. Gadaleta, ESY Supervisor

Moved by: Dr. LoCascio	Seconded by: Mrs. Cirenza
Ayes: 5	Nays: 0

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that three (3) students will be participating in the Essex Fells Summer Recreation program for ESY 2012 at a total cost of \$750 (\$250 per student).

NOTES: Except Wednesday, July 4, 2012 (Independence Day observed)

Moved by: Dr. LoCascio	Seconded by: Mrs. Cirenza
Ayes: 5	Nays: 0

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitute for the 2011-2012 school year:

Lisa Blumenfeld, Nurse at \$109/day

Moved by: Dr. LoCascio	Seconded by: Mrs. Cirenza
Ayes: 5	Nays: 0

- 9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student observer from May 9, 2012 through the remainder of the school year:

<u>Name</u>	<u>Cooperating Teacher</u>	<u>School</u>
Christina Tornatore	Kelly Mitchell	William Paterson University

Moved by: Dr. LoCascio	Seconded by: Mrs. Cirenza
Ayes: 5	Nays: 0

10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student teachers for the Fall 2012 semester:

<u>Name</u>	<u>Cooperating Teacher</u>	<u>School</u>
Victoria DiGirolomo	Lisa Massaro	Caldwell College
Cheryl Joseph	Dorotea Banek	Caldwell College
Kaitlyn Sawyer	Emily Ziccardi	Seton Hall University

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, a District Evaluation Advisory Committee for the 2012-13 school year, to consist of the following members:

Michelle V. Gadaleta	Evaluator
Alison Cirenza	BOE Representative
Amy Schachtel	Parent Representative
Judi Reynolds	Teacher Representative
Emily Ziccardi	Teacher Representative
Sonja Oftedal	Special Ed Representative

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

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

Policy 1631	Residency Requirement for Person Holding School District Office, Employment, or Position (New)
Policy 3324	Right of Privacy – Teaching Staff Members (New)
Policy 4324	Right of Privacy – Support Staff Members (New)
Policy 9270	Home Schooling and Equivalent Education Outside the Schools (Revised)

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

IX. Business Administrator's Report

X. Business Resolutions

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

Workshop Meeting Minutes	4/4/12
Executive Session Minutes	4/4/12
Regular Meeting Minutes	4/18/12
Executive Session Minutes	4/18/12

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for May 16, 2012 in the total amount of \$121,029.04 as certified by the Interim Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for April 2012 as certified by the Interim Business Administrator and approved by the Superintendent and Board President in the total amount of \$255,376.44 including \$237,267.62 for the gross payroll, \$2,201.24 for the Board's share of FICA/Medicare and \$15,907.58 for the State's share of FICA/Medicare.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

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

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

4. **WHEREAS**, the Board of Education has received the Reports of the Interim Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of March 2012; and

WHEREAS, in compliance with N.J.A.C.6A:23-2.11(c)3, the Interim 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 Interim 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 Interim 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. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

5. **RESOLVED** that the Board of Education approves the submission of the project application for new lockers at the Essex Fells School, State Project No. 1400-050-12-1000.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

6. **RESOLVED** that the Board of Education approves the amendment to the Approved Long Range Facility Plan to provide new lockers at the Essex Fells School, State Project No. 1400-050-12-1000.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

7. **RESOLVED** that the Board of Education approves “The Public Employer Trust Agreement” for the time period July 1, 2012 – June 30, 2013 with Brown & Brown Benefit Advisors as Administrators for the Dental and Medical Benefit Programs. In addition the Board of Education approves the “Addendum to the Public Employer Trust Agreement” approving the Horizon Healthcare Dental coverage for two years.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

XI. Old Business / Board Discussion

The Board discussed the following items:

- Property Survey
- Aid in Lieu
- Lockers
- FSA's
- Awning – Installed
- Lime Energy – Monday – Copies of Permits
- NJSBIG – Superintendent Reimbursement

XII. New Business / Board Discussion

The Board discussed the following items:

- Future Boiler Projects
- Treasurer of School Monies
- Appointments for Professional Services
- Board of Elections – June 5th
- Re-Organizational Meeting in June

XIII. Meeting Open for Public Comment

A member of the public asked “Was a survey done for the Media Center?” The answer was no. A member of the public asked “Is a permit needed for minor work?” The answer was no.

XIV. Resolution to Enter Executive Session

The Board entered into executive session at 8:48 P.M. to discuss negotiations and personnel issues. The matters discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No action was taken.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

XV. Adjournment

The public meeting of the Board of Education was adjourned at 10:07 P.M. The next **Workshop meeting** of the Board of Education will be **Wednesday, June 6, 2012 at 7:30 P.M.** in the Superintendent's Office, and the next **Regular meeting** of the Board of Education will be **Wednesday, June 20, 2012 at 7:30 P.M.** in the Media Center.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

Student Enrollment: 2011-2012

Teacher	Section	Total	M	F
Mrs. Gann/Ms. Almeida-AM	PS	7	4	3
Mrs. Emma	KE	12	5	7
Ms. McMahon/Ms. Almeida-PM	KM/A	12/14*	6/7*	6/7*
Mrs. Massaro	1LM	14	5	9
Ms. Mitchell	1KM	12	3	9
Ms. Belmont	2B	13	7	6
Mrs. Brutman/Mrs. Short	2B/S	13	7	6
Mrs. Haberman	3H	19	7	12
Mrs. Reynolds/Mrs. Hromoko	3R/H	19	7	12
Mrs. Barshay(Mrs. Quinn)/Ms. Ziccardi	4B/Z	12	7	5
Mrs. Hacker	4H	13	8	5
Mrs. Banek	5B	14	8	6
Ms. Craveiro/Ms. McLain	5C/M	14	7	7
Mrs. Buonomo	6B	15	6	9
Ms. Dalton/Mrs. Whitman	6D/W	14	6	8
TOTALS		203	93	110

*PM only

Fire Drills: 2011-2012

Month	Fire Drill	Emergency Drill
September	9-12-11	Lockdown 9-16-11
October	10-18-11	Evacuation to Bleachers 10-25-11
November	11-16-11	Shelter in Place 11-28-11
December	12-20-11	Lockdown 12-22-11
January	1-25-12	Lockdown 1-30-12
February	2-23-12	Shelter in Place 2-28-12
March	3-13-12	Lockdown 3-21-12
April	4-30-12	Shelter in Place 4-20-12
May		
June		

Harassment, Intimidation & Bullying Report

As of Date of BOE Meeting	11/16/11	12/7/11	1/18/12	2/15/12	3/27/12	4/18/12	5/16/12
TOTAL # of Reported Incidents	6/2	2	2	0	1	0	1
Number of Unfounded Incidents	6/2	2	2	0	0	0	1
Number of Founded Incidents	0	0	0	0	0	0	0

Respectfully submitted,

Mr. Mark Resnick
Interim Business Administrator/
Board Secretary