

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on February 20, 2013, in the Media Center of the Essex Fells School. The meeting was called to order by Board President Dr. Steven LoCascio at 7:30 P.M. Dr. LoCascio 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 January 2, 2013. 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. Alison Cirenza, Vice-President – present
Mrs. Carol D'Alessandro – present
Mr. Peter Hutchinson – present
Dr. Steven LoCascio, President – present
Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Steven J. Lella, Business Administrator/Board Secretary, one member of the public, two staff members, and Dr. Bernard Baggs of NJ School Boards.

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

No comment.

V. President's Report

No report.

VI. Superintendent's Report

- Dr. Bernard Baggs of NJ School Boards presented to the Board.
- Dr. Baggs updated the Board on the services of NJSBA and discussed the responsibility of the Superintendent and Business Administrator to the Board.
- Dr. Baggs reviewed with the Board members the results of their self-evaluations, and informed them that 12-13 evaluations can be started now.
- Mrs. D'Alessandro asked about Board responsibility to the Superintendent's recommendations.
- Mrs. Gadaleta asked about non-tenure procedures.
- Dr. Baggs informed the Board that Board goals and District goals are to be approved as separate agenda items by June 30, 2013, and that district goals must be on the district's website, while Board goals do not have to be posted.

VII. Student Body Liaison Report to the Board of Education

- Lauren Burke and Cassidy LoCascio reported to the Board on what each grade was currently studying.

VIII. 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:

Staff Member: John Viggiano
 Event: NJAHPERD Annual Conference/Convention
 Location: Ocean Place Resort, Long Branch, NJ
 Dates: 2/25/13 & 2/26/13
 Cost: \$90

Staff Member: Sonja Oftedal
 Event: ADHD and the Processing Disorder Workshop
 Location: South Plainfield, NJ
 Date: 2/27/13
 Cost: \$189.99

Staff Member: Catherine Codella
 Event: Journal Therapy/Writing as a Therapeutic Tool Workshop
 Location: Edison Hotel, Edison, NJ
 Date: 3/5/13
 Cost: \$169.00

Staff Member: Steven J. Lella
 Event: Essex County Association of School Business Officials
 Location: Glen Ridge Country Club, Glen Ridge, NJ
 Date: 3/7/13, 4/4/13, 5/2/13, 5/23/13
 Cost: \$0

Moved by: Dr. Nitti
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

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

Bylaw 0132	Executive Authority
Policy 2415	No Child Left Behind Programs
Policy 2468	Independent Educational Evaluations (new)
Policy/Regulation 3230	Outside Activities
Policy/Regulation 3281	Inappropriate Staff Conduct
Policy/Regulation 4230	Outside Activities
Policy/Regulation 4281	Inappropriate Staff Conduct
Policy 6113	E-Rate (new)
Policy 8505	School Nutrition

Moved by: Dr. Nitti
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of John McGinley, Ph.D., Licensed Psychologist Pediatric Neuropsychologist, for a psychoeducational and neuropsychological comprehensive evaluation at a rate of \$3,500.00 for the 2012-2013 school year.

Moved by: Dr. Nitti
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request for the following:

Girl Scouts Dance Clinic, Gym
Saturday, 2/23/13, 9:00-11:00am

Moved by: Dr. Nitti
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request for the following:

EFRD – Volleyball Clinic, Gym
2/25/13 to 3/25/13
Mondays only – 5:00-7:00pm

EFRD – Youth Baseball/Softball, Fields
3/25/13 to 6/22/13
Monday, Wednesday, Thursday – 4:00pm to dusk
Tuesday, Friday – 3:10pm to dusk
Saturday – 9:00am to dusk

EFRD – Summer Camp 2013, Primary Building Classrooms
6/24/13 to 7/29/13 (anticipated dates)
Monday to Friday, 9:00am to 12 noon

Moved by: Dr. Nitti
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

IX. Business Administrator's Report

- Mr. Lella informed the Board of 2 additional resolutions for the month out of the usual. The first to recognize a donation in the amount of \$300 from the WOMEN'S ASSOCIATION OF THE ESSEX FELLS COUNTRY CLUB for the Music Department, and the second to approve the submission of the boiler applications to the state.

X. Business Resolutions

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

Regular Meeting Minutes	1/16/13
Workshop Meeting Minutes	2/6/13
Executive Session Minutes	2/6/13

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for February 2013 in the total amount of \$124,081.47 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for January 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$278,662.09 including \$259,205.25 for the gross payroll, \$3,385.90 for the Board's share of FICA/Medicare and \$16,070.94 for the State's share of FICA/Medicare.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

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

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
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 January; 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. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

5. **RESOLVED** that the Board of Education accepts a donation from a donation from the Women's Association of the Essex Fells Country Club in the amount of \$300.00 to be used for the Essex Fells Music Program.

BE IT FURTHER RESOLVED that the following budget line be increased and that the Business Administrator be authorized to administer it: 20-001-100-610 Essex Fells Music Department Fund \$300.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

6. **RESOLVED** that the Board of Education approves the submission of all applicable documents to the Department of Education Facilities for the completion of the boiler project, DOE Project number – 1400-050-13-100.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

XI. Old Business / Board Discussion

- Mrs. Gadaleta informed the Board of ongoing safety and security items: the district has obtained a quote for additional cameras; additional speakers are being added over the break to the gymnasium, CST office, Nurse's office and bathrooms; quotes would be obtained for additional monitors for the cameras; the district will obtain quotes for window tinting and decaling as well as screens/wiring for exit doors.
- Mrs. Gadaleta informed the Board that PARCC will be replacing NJASK.
- I pads can be used, and Mrs. Gadaleta feels we are properly preparing our students with the CORE items for PARCC assessment.
- Mrs. Cirenza asked if the changes in technology (typing) would affect student results in a negative manner.
- Dr. Nitti asked how does MAAP correlate with PARCC.
- Dr. Nitti asked about the results of the district's MAAP testing.
- Mrs. Gadaleta informed the Board that Study Island has a MAAP component, and that MAAP results can be uploaded to Study Island so each child can work on their weaknesses.

XII. New Business / Board Discussion

- Mrs. Gadaleta discussed the Common Core Implementation Team, which provides point people within the district, made up of Board, PTA, staff members and Mrs. Gadaleta.
- Mrs. Gadaleta informed the Board that currently there are 24 children enrolled in the Preschool program and that all parents received their preference of session.
- Mrs. Gadaleta asked the Board opinion of a staff member being permitted to enroll 2 children into the program, thus putting the district at full capacity.

XIII. Meeting Open for Public Comment

No comment.

XIV. Resolution to Enter Executive Session

The Board entered into Executive Session at 9:25 P.M. to discuss non-tenured personnel matters. The items discussed in Executive Session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No action will be taken.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

XV. Adjournment

The public meeting of the Board of Education was adjourned at 10:25 P.M. The next Workshop Meeting will be held on Wednesday, March 6, 2013 at 7:30 P.M. in the Superintendent's Office, and the next Regular Meeting of the Board of Education will be held on Wednesday, March 20, 2013 at 7:30 P.M. in the Media Center.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

Student Enrollment: 2012-2013

Teacher	Section	Total	M	F
Mrs. Gann/Ms. Almeida-AM	PS	13	8	5
Mrs. Gann/Ms. Almeida-PM	PS	14	9	5
Mrs. Emma/Ms. Belmont	KE/B	19	8	11
Mrs. Massaro	1LM	12	5	7
Ms. Mitchell	1KM	12	6	6
Mrs. Brutman	2B	13	3	10
Ms. McMahan/Mrs. Hromoko	2M/H	13	3	10
Mrs. Haberman	3H	12	7	5
Mrs. Reynolds/Ms. McLain	3R/M	13	7	6
Mrs. Barshay	4B	19	6	13
Mrs. Hacker/Mrs. Whitman	4H/W	19	8	11
Mrs. Banek/Mrs. Short	5B/S	12	7	5
Ms. Craveiro	5C	13	8	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		211	100	111

Fire Drills: 2012-2013

Month	Fire Drill	Emergency Drill
September	9/13/12	Lockdown 9/18/12
October	10/18/12	Lockdown 10/25/12
November	11/20/12	Shelter in Place 11/29/12
December	12/18/12	Lockdown 12/20/12
January	1/14/13	Lockdown 1/18/12
February	2/20/13	
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/20/12	10/17/12	11/7/12	12/19/12	1/16/13	2/20/13
TOTAL # of Reported Incidents	0	0	0	0	0	0
Number of Unfounded Incidents	0	0	0	0	0	0
Number of Founded Incidents	0	0	0	0	0	0

Respectfully submitted,

Mr. Steven J. Lella
 Business Administrator/
 Board Secretary