

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on January 16, 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, two members of the public, and one teacher.

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

- A PTA Member thanked the Board and showed appreciation for their services.

V. President's Report

No report.

VI. Superintendent's Report

- Mrs. Gadaleta recognized the Board of Education Members and thanked them for making Essex Fells a wonderful place to learn and grow as well as making the district an enjoyable place to work.
- The Essex Fells Police Department further reviewed the District's safety procedures. Additional camera's as well as additional walkie-talkies will be addressed.
- Mrs. Gadaleta stated she attended Stronge Teacher Evaluation Training. She said the training proved to be informative and beneficial. Additional training for staff will take place during the spring with implementation occurring in the 2013-14 school year.
- Dr. Nitti asked about teachers' goals and who will be approving them, as well as what the State is looking for as far as teacher evaluation results. Mrs. Gadaleta stated she will be approving the teachers' goals.
- Mrs. D'Alessandro asked if it were allowable for Mrs. Gadaleta to be the sole evaluator. Mrs. Gadaleta said as of now yes, but she will be awaiting further guidance.
- Mrs. Gadaleta welcomed Mrs. Stacy Perry to the faculty as a first grade inclusion teacher. Mrs. Perry was in the district recently as a maternity leave placement.
- Mrs. Gadaleta informed the Board that Ms. Victoria DiGirolomo and Ms. Lindsay Mulligan will be joining the staff as Paraprofessionals.

VII. Student Body Liaison Report to the Board of Education

- Student reporting will begin in February.

VIII. Superintendent's Resolutions

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Stacey Perry, Teacher, at MA, Step 6, at a prorated salary of \$58,970, from January 17 – June 30, 2013.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following Paraprofessionals, from on or about January 17 – June 30, 2013.

Victoria DiGirolomo	6hr/day @ 18/hr	\$19,656
Lindsay Mulligan	6hr/day @ 18/hr	\$19,656

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first 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
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Policy/Regulation 4281	Inappropriate Staff Conduct
Policy 6113	E-Rate (new)
Policy 6163	Advertising on School Property (new)
Policy 8505	School Nutrition

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
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:

Study Skills Program
Rooms 103 & 110, 3:15-4:15pm
Tuesdays: January 22, 29; February 5, 12, 19, 26; March 5
Thursdays: January 24, 31; February 7, 14, 21, 29; March 7

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

IX. Business Administrator's Report

- Mr. Lella informed the Board that he will provide them with a budget update at the February 6th workshop.

X. Business Resolutions

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

Workshop Meeting Minutes	12/5/12
Regular Meeting Minutes	12/19/12
Executive Session Minutes	12/19/12
Reorganization Meeting Minutes	1/2/13

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

2. **RESOLVED** that the Board of Education approves the bills and claims for January 2013 in the total amount of \$92,396.69 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for December 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$315,750.39 including \$294,504.48 for the gross payroll, \$5,199.60 for the Board's share of FICA/Medicare and \$16,046.31 for the State's share of FICA/Medicare.

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

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

Moved by: Dr. Nitti	Seconded by: Mrs. Cirenza
Ayes: 5	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 December; 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: Dr. Nitti	Seconded by: Mrs. Cirenza
Ayes: 5	Nays: 0

XI. Old Business / Board Discussion

- Mrs. Gadaleta informed the Board that the School Survey has been finalized and the results will be analyzed and utilized to inform future decisions of the administration, Board of Education, and its partner organizations such as the Foundation and PTA.
- Mr. Lella informed the Board he will be obtaining quotes for additional cameras.
- Mr. Lella presented the Board with a quote for the 2 new fire panels. He will try to obtain additional quotes before a decision is made.
- Mrs. D’Alessandro asked about the 6th grade tables and who will be responsible for paying for the installation

XII. New Business / Board Discussion

- Mrs. Gadaleta informed the Board that a member of the staff would be going out on an extended Medical Leave, and that the same substitute teacher would take her place for the duration of the absence.

XIII. Meeting Open for Public Comment

- A member of the public asked if any employee training is needed to monitor the cameras and if the cameras are recording.

XIV. Adjournment

The public meeting of the Board of Education was adjourned at 8:04 P.M. The next Workshop Meeting will be held on Wednesday, February 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, February 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. McMahon/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	
February		
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
TOTAL # of Reported Incidents	0	0	0	0	0
Number of Unfounded Incidents	0	0	0	0	0
Number of Founded Incidents	0	0	0	0	0

Respectfully submitted,

Mr. Steven J. Lella
 Business Administrator/
 Board Secretary