

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on December 19, 2012 in the Media Center of the Essex Fells School. The meeting was called to order by Board President 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 June 20, 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 – 7:30 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. Steven J. Lella, Business Administrator/Board Secretary, one member of the Essex Fells Police, the school Auditor, one member of the public, and one teacher.

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

The PTA offered their support for any items related to the school's security.

V. Auditor Presentation

- The Auditing Firm of Samuel Klein & Company presented their Audit findings to the Board, giving the Essex Fells School District a clean audit opinion with no recommendations.

VI. President's Report

No report.

VII. Superintendent's Report

- Mrs. Gadaleta discussed the School's Security Plan, stating that Administration had met with the EF Police Department in regards to the school's current plan and if any upgrades should be made.
- Mrs. D'Alessandro asked about the locking mechanism of the classroom doors.
- Mrs. Gadaleta discussed the possibility of adding additional cameras to the schools system covering the street and parking lot, as well as surveillance signs on the exterior of the buildings.
- The Police are addressing having full access to the district's camera system.
- Mrs. D'Alessandro asked about the current police presence during school hours, and agreed with Mrs. Gadaleta's response that they are always here, just more noticeable.
- Mrs. D'Alessandro asked about the staff supervision during lunch/recess.
- Mrs. Gadaleta stated there will be an increase to staffing for the 2012-13 school year for a special education student.
- Mrs. Gadaleta discussed that for the 2013-14 school year staffing she will consider a possible part time staff member to assist with IT, a possible change of school psychologist days, and the possible half teacher/half curriculum staff member to assist Mrs. Gadaleta.

- Mrs. Gadaleta informed the Board there would be 2 days of training on the new Teacher Evaluation Model.
- Mrs. Gadaleta spoke of Mrs. Haberman's retirement at the end of the 2012-13 school year. She thanked her for her years of service and excellent love for her class. She will be missed and it will be a loss for the staff members who looked to her for support and knowledge.

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: Michelle V. Gadaleta
 Event: Teacher Evaluation Administrative Training
 Location: NJPSA, Monroe, NJ
 Dates: 1/15-16/13; Spring date TBA
 Cost: \$300 (January); \$150 (Spring)

Staff Member: Sonja Oftedal
 Event: Executive Functions and Classroom Behavior Workshop
 Location: Morris Union Jointue Commission
 Date: 1/28/13
 Cost: \$145

Staff Member: Deana Hromoko
 Event: iPad apps for Special Education Workshop
 Location: Bergen ETTC, Rochelle Park, NJ
 Date: 2/27/13
 Cost: \$100

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 following addition to the 2012-2013 substitute list at \$75/day:

Victoria DiGirolomo	Teacher
Cheryl Joseph	Teacher

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 2013-2014 School Calendar.

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 resignation of Rosemarie Haberman, Teacher, as of June 30, 2013.

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 resignation of Jaclyne Nimon, Paraprofessional, as of January 25, 2013.

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 Strong Teacher Evaluation System and Oasis Learning Plan at the cost of approximately \$5,000.00 for initial materials and training.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the use of the new D.A.R.E curriculum update: Too Good For Drugs, for the 2012-2013 school year.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Agreement with Educational Specialized Associates for the following CST Evaluations:

Speech (Spanish)	\$500
Educational (Spanish)	\$500
Psychological (Spanish)	\$500

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

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

Sixth Grade Graduation Meeting
1/10/13, 7:00-8:00pm, Media Center

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

IX. **Business Administrator's Report**

- A staff member reported a smell of gas in the CST office. PSE&G came out immediately to stop the leak and a plumber fixed the piping. No smell of gas has been reported since then.
- On 12/11 & 12/13 the Essex Fells Police Department performed 2 routine traffic stops shortly prior to and after dismissal. At no time was the safety of the Essex Fells School children an issue.
- The 12/15/12 payroll reflected the new salaries for the staff based on the new contract agreement. Retro pay checks were also included covering the pay periods from September through November.
- Mr. Lella met with the Architect to discuss the boiler project as well as the possibility of adding a generator to the school. A quote will follow.
- The budget process is moving along and Mr. Lella will be meeting with Mrs. Gadaleta to discuss items for the 13-14 school year.
- An audit resolution was added to the agenda stating the Board acknowledges the receipt of the audit and accepts the reports have no audit recommendations.
- A resolution was added regarding the Sequestration of Funds at the request of the New Jersey School Boards Association.

X. Business Resolutions

1. **RESOLVED** that the Board of Education approves the bills and claims for December 19, 2012 in the total amount of \$83,041.81 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for November 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$266,648.61 including \$248,701.04 for the gross payroll, \$3,442.39 for the Board's share of FICA/Medicare and \$14,505.18 for the State's share of FICA/Medicare.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

2. **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 November, 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. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

3. **RESOLVED** that the that the Board of Education acknowledge receipt of and accepts the Comprehensive Annual Financial Report (CAFR) of the Essex Fells School District and the Auditors' Management Report with no recommendations, prepared by the auditing firm of Samuel Klein and Company for the fiscal year ending June 30, 2012.

BE IT FURTHER RESOLVED, that the Essex Fells Board of Education will file a Corrective Action Plan, as required, indicating that there were no audit recommendations for the 2011-2012 fiscal year.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

4. **WHEREAS**, a world class public education is essential for the future success of our nation and today's schoolchildren; and

WHEREAS, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts in almost all federal programs, including education, that would become effective January 2, 2013; and

WHEREAS, these across-the-board budget cuts, also known as "sequestration," would have a negative impact on education through a reduction in funds of 7.8 percent or more and could result in larger class sizes, fewer course

offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff lay-offs; and

WHEREAS, sequestration would affect almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, and 21st Century Community Learning Centers; and

WHEREAS, public schools nationwide would be negatively affected by an estimated \$2.7 billion loss in just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined total of 30.7 million children; and

WHEREAS, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011; and

WHEREAS, New Jersey already ranks last among the states in the percentage of school expenditures (3.1%) supported by the federal government; and

WHEREAS, in Fiscal Year 2013, New Jersey will lose more than \$73 million in funding for elementary and secondary education programs, administered through the U.S. Department of Education, as well as over \$11.7 million in Head Start funding; and

WHEREAS, with a state-imposed tax levy cap and limited growth in state aid, New Jersey local school districts have limited capacity to absorb cuts in funding resulting from sequestration.

NOW THEREFORE, BE IT RESOLVED, that the Essex Fells Board of Education, in the County of Essex, State of New Jersey urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.

AND BE IT FURTHER RESOLVED, that a copy of this resolution be sent to United States Senator Robert Menendez, United States Senator Frank Lautenberg, U.S. Representative Rodney P. Frelinghuysen, State Senator Richard Cody, Assembly Representative Mila M. Jasey, Assembly Representative John F. McKeon, the New Jersey School Boards Association, and the National School Boards Association.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

- 5. RESOLVED** that the Board of Education approve appropriating additional fiscal year 2012 Extraordinary Aid funding to the 2012-13 school budget in the amount of \$37,073 to line account 11-120-100-101-01; and

BE IT FURTHER RESOLVED that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2011-12 school budget and received an award of Extraordinary Aid in the amount of \$37,073; and

BE IT FURTHER RESOLVED that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

XI. Old Business / Board Discussion

- Mrs. Gadaleta asked the Board’s opinion in regards to the 2013 6th grade configuration.
- Mr. Lella provided the Board with quotes for the Carbon Monoxide & AED machine.
- Mrs. Gadaleta informed the Board that based on additional responses, 60% would support a referendum.
- Mrs. Gadaleta provided an update to the baseball field renovations, underway thanks to the PTA.
- Mr. Hutchinson asked about maintenance of the painting of the fences.

XII. New Business / Board Discussion

- Mr. Lella provided the district with quotes for PA system upgrades. New speakers in the gym and bathrooms will be added with safety grant funds.
- Mrs. Gadaleta presented the Board with 5 out of district placements.

XIII. Meeting Open for Public Comment

No public comment.

XIV. Resolution to Enter Executive Session

The Board of Education entered into executive session to discuss internal school security plans. The items 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: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

XV. Adjournment

The public meeting of the Board of Education was adjourned at 9:27 P.M. The next Workshop Meeting will be held on Wednesday, January 2, .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, January 16, 2013 at 7:30 P.M. in the Media Center.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
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	18	7	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	14	4	10
Mrs. Haberman	3H	12	7	5
Mrs. Reynolds/Ms. McLain	3R/M	13	7	6
Mrs. Barshay	4B	19	6	13
Mrs. Hacker/Ms. Whitman	4H/W	19	8	11
Mrs. Banek/Mrs. Short	5B/S	12	6	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		210	98	112

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	
January		
February		
March		
April		
May		
June		

Harassment, Intimidation & Bullying 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	
Number of Unfounded Incidents	0	0	0	0	
Number of Founded Incidents	0	0	0	0	

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary