

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a reorganizational/workshop session on January 4, 2017, in the Media Center of the Essex Fells School. The meeting was called to order by the Board Secretary, Mr. Steven Lella, at 7:35 P.M. Mr. Lella 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 November 30, 2016. 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 – 7:35 P.M.

- The meeting was called to order by the Board Secretary.

II. Roll Call

- Mrs. Carol D’Alessandro, Vice-President – present
- Mrs. Shani Drogin – present
- Mrs. Kris Heugel –present
- Dr. Steven LoCascio, President – present
- Mrs. Debra Tedesco – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary; 1 EFS staff member; 1 member of the public; 1 member of the press.

III. Flag Salute

- The Board Secretary led the salute to the flag.

IV. Election Report

- The annual School Election was conducted on Tuesday, November 8, 2016 between the hours of 6:00 A.M and 8:00 P.M.

The results of the election, as reported and certified by the Essex County Clerk, are as follows:

Members of the Board of Education:	Mrs. Shani Drogin	683 votes 3 year term
	Mrs. Kris Huegel	701 votes 3 year term
	Mrs. Debra Tedesco	671 votes 2 year term

V. Reorganization of the Board of Education

- Mr. Lella administered the Oath of Office to elected members Mrs. Drogin, Mrs. Huegel and Mrs. Tedesco
- Mr. Lella conducted roll call.
- Election of President: Dr. LoCascio nominated Mrs. D’Alessandro.

Moved by: Dr. LoCascio	Seconded by: Mrs. Tedesco	
Ayes: 4	Nays: 0	Abstain: 1

- Mrs. D’Alessandro took over the meeting.
- Election of VP: Dr. LoCascio nominated Mrs. Drogin.

Moved by: Dr. LoCascio	Seconded by: Mrs. Tedesco	
Ayes: 4	Nays: 0	Abstain: 1

VI. Board Comments

- Mrs. D’Alessandro thanked the Board for choosing her to serve again as Board President, and Mrs. D’Alessandro congratulated Mrs. Drogin, Mrs. Huegel and Mrs. Tedesco for being re-elected.

VII. Public Comment on Agenda Items Only

- No comment.

VIII. Reorganization Action Items

RESOLVED that the Board of Education approves Reorganization Action Items # 01 - 04.

1. RESOLVED that the Board of Education adopts the New Jersey School Board Member Code of Ethics.

NOTES: Attachment A

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

2. RESOLVED that the Board of Education approves the following dates for its meetings in the ensuing year:

Wednesday	January 18, 2017	Regular Monthly Business Meeting
Wednesday	February 1, 2017	Workshop Meeting
Wednesday	February 15, 2017	Regular Monthly Business Meeting
Wednesday	March 1, 2017	Workshop Meeting
Wednesday	March 15, 2017	Regular Monthly Business Meeting
Wednesday	April 5, 2017	Workshop Meeting
Wednesday	April 19, 2017	Regular Monthly Business Meeting
Wednesday	May 3, 2016	Workshop Meeting
Wednesday	May 17, 2017	Regular Monthly Business Meeting
Wednesday	May 31, 2017	Workshop Meeting
Wednesday	June 14, 2017	Regular Monthly Business Meeting
Wednesday	August 16, 2017	Regular Monthly Business Meeting
Wednesday	September 6, 2017	Workshop Meeting
Wednesday	September 20, 2017	Regular Monthly Business Meeting
Wednesday	October 4, 2017	Workshop Meeting
Wednesday	October 18, 2017	Regular Monthly Business Meeting
Wednesday	November 1, 2017	Workshop Meeting
Wednesday	November 15, 2017	Regular Monthly Business Meeting
Wednesday	December 7, 2017	Workshop Meeting
Wednesday	December 6, 2017	Regular Monthly Business Meeting
Wednesday	January 3, 2018	Reorganizational/Workshop Meeting

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

3. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS, the Educational Services Commission of Morris County, hereinafter referred to as the “Lead Agency,” has offered voluntary participation in a Cooperative Pricing System known as the “Educational Cooperative Pricing System” for the purchase of work, materials and supplies; and

WHEREAS, the Essex Fells School District within the County of Essex, New Jersey, desires to participate in the Educational Cooperative Pricing System;

NOW, THEREFORE, BE IT RESOLVED, by the Essex Fells Board of Education as follows:
AUTHORITY

As directed by N.J.S.A. 18A:18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Essex Fells Board of Education shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall continue to be effective as of January 1, 2017; and

BE IT FURTHER RESOLVED, that the Board of Education approve payment of a \$500.00 annual fee for participation in the Cooperative Purchasing System, and an additional fee of \$250.00 to Educational Data Services, Inc. for participation in the Cooperative Purchasing System for various Time and Materials bids awarded in accordance with statute.

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

4. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, The Educational Services Commission of New Jersey, hereinafter referred to as the “Lead Agency,” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on January 1, 2017, the governing body of the Essex Fells Board of Education, County of Essex, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Essex Fells Board of Education.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Moved by:	Dr. LoCasco	Seconded by:	Mrs. Drogin
Ayes:	5	Nays:	0

IX. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01-02.

- 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(s): Rosalie Almeida, Laura Brutman, Laura Adair, Michelle Liebler, Susan Hacker, Monica Craveiro
 Event: NGSS Curriculum Writing Workshop
 Location: WEHS
 Date: 1/16/17
 Cost: \$2,050.00 – to be prorated between consortium districts

Staff Member(s): Steven Lella
 Event: NJASBO Meeting
 Location: Rockaway, NJ
 Date: 1/19/17, 2/23/17, 3/16/17, 4/25/17, 5/11/17
 Cost: \$75 per meeting; \$375 total
 Mileage: \$11.48 each; \$57.40 total

Staff Member(s): Laura Quinn
 Event: Autism, ADHD, and Sensory Processing Disorder Workshop
 Location: Parsippany NJ
 Date: 2/10/17
 Cost: \$199.99

Staff Member(s): Laura Adair
 Event: Best Strategies to Help Your Students Achieve the Next Generation Science Standards Workshop
 Location: West Orange, NJ
 Date: 3/1/17
 Cost: \$245.00

Staff Member(s): Steven Lella
 Event: ERIC North Meeting
 Location: Somerset, NJ
 Date: 3/2/17
 Cost: \$0
 Mileage: \$20.58

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

2. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the submission to the NJ DOE of Equivalency Application - N.J.A.C. 6A:5 regarding compliance with QSAC regulations.

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

X. Business Resolution

RESOLVED that the Board of Education approves Business Resolutions #01-02.

1. RESOLVED 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, prepared by the auditing firm of Samuel Klein and Company for the fiscal year ending June 30, 2016.

BE IT FURTHER RESOLVED, that the Essex Fells Board of Education will file a Corrective Action Plan, as required, regarding the Comprehensive Annual Financial Report for the period ending June 30, 2016.

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

2. RESOLVED that the Board of Education approves the appointment of Mr. Steven Lella, Business Administrator, as the Public Agency Compliance Officer (P.A.C.O.) in accordance with Affirmative Action rule changes pursuant to P.L. 1975 c. 127 (N.J.A.C. 17:27) public contracts for the 2016-17 school year.

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

XI. Curriculum & Instruction

- Mrs. Gadaleta informed the Board as to the C&I Professional Development on Martin Luther King Day to address revisions in the curriculum.
 - Math addressed the 4th Edition of Every Day Math
 - Language Arts broke into 2 sections, with grades 4-6 meeting at West Essex and grades K-3 meeting at Essex Fells
 - Next Generation Science will be incorporated for K-5. Mrs. Gadaleta explained the increase to the 2017-18 Budget

XII. Finance

- Mr. Lella provided the Board with an update as to the status of the 2017-18 Budget timeline.

XIII. Buildings Grounds

- Mr. Lella informed the Board that he would be working with the Architect to prepare for the Gymnasium AC project.

XIV. Policy

- Mrs. Gadaleta informed the Board that the next meeting would have a first reading of policy.

XV. Personnel

- Mrs. Gadaleta discussed her ideas of increasing the STEAM program for grades K-3 in 2017-18; increasing the paraprofessional hourly rate, which has not been increased in five plus years; and reviewing the CST and related services caseloads with that of the consortium districts.
- Mrs. Gadaleta provided the Board with information regarding enrollment projections for the 2017-18 school year and the potential impact on the number of budgeted paraprofessionals. Due to potential class sizes a fourth para could be needed compared to three in the current school year. The Board agrees with the support of four paras if needed.

XVI. Old Business/Board Discussion

- None

XVII. New Business / Board Discussion

- Mrs. Gadaleta noted that January is School Board recognition month. Mrs. Gadaleta thanked the Board for volunteering their time and effort.
- Mrs. Gadaleta has proposed the 2017-18 School Calendar based on the calendar of West Essex. This calendar would be very traditional, starting after Labor Day and finishing the 3rd week of June. Mrs. Gadaleta noted she is waiting for West Essex to approve their calendar.
- Mrs. Gadaleta informed the Board of a request she had received for community service on school grounds along with an insurance reimbursement request due to an injury sustained on school grounds after hours. The Board felt that due to safety concerns and supervision, the community service request could not be accepted at this time. As for the insurance request, the Board did not feel the fence in question was rotted. The information will be submitted to the district's Property Insurance Carrier.

XVIII. Public Comment

- Mrs. DiGiovanni suggested that the community service request might be something the Garden Club would entertain.

XIX. Resolution to Enter Executive Session

BE IT RESOLVED that the Board shall enter into executive session immediately following this meeting to discuss the Superintendent's Contract. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

Moved by: Dr. LoCascio Seconded by: Mrs. Drogin

Ayes: 5 Nays: 0

Mrs. Tedesco excused herself from the Executive Session.

XX. Adjournment

RESOLVED that this Workshop meeting of the Board of Education be adjourned at 8:42 P.M.

Moved by: Dr. LoCascio Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary