

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on November 1, 2017, in the Superintendent's office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Carol D'Alessandro, at 7:30 P.M. Mrs. Carol D'Alessandro 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 October 19, 2017. 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.**

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

**II. Roll Call**

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

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary; 2 staff members; 2 members of the public; 1 reporter from The Progress.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Public Comment**

- None

**V. Buildings Grounds**

- Mr. Lella informed the Board that stone dust had been installed in the ga-ga pit and a walkway had been created along the baseball field to the playground. Mr. Lella also noticed that there had been damage to the funnel ball equipment. Mr. Lella reviewed the security tape and noticed that the vendor had backed into the equipment with their truck, causing the damage. Mr. Lella will notify the district insurance carrier as well as contact the vendor. Mrs. Gadaleta informed the Board that she had thought there was a potential EVVRS (vandalism) incident in regards to the funnel ball, as it has been noticed that teenagers have been seen climbing on the equipment. Additional stickers for the equipment will be purchased to state no climbing on the funnel ball equipment.

**VI. Curriculum & Instruction**

- Mrs. Gadaleta reported to the Board that the last Social Studies revision had occurred about 5 years ago. The EFS staff will prepare a revision and one representative from each grade level will meet at Farfield to discuss with the consortium districts.
- Mrs. Gadaleta informed the Board that the Preschool articulation needs revision as well. The EFS preschool will observe a N. Caldwell preschool session. The consortium will meet at EFS in December to discuss preschool articulation to make sure we are properly preparing children for kindergarten. The Board discussed.
- Mrs. Gadaleta asked the Board if they would like to recognize the top PARCC scores at a future meeting. The Board agreed that would be nice.

**VII. Finance**

- Mr. Lella informed the Board that the field work for the 2016-17 audit had been completed on October 27th. He will provide the Board with copies of the audit once complete.
- Mr. Lella informed the Board that the CMP/M1 report had been submitted to the County Office. Mr. Lella provided a copy and a brief explanation of the report.
- Mr. Lella informed the Board that the District Report of Transported Resident Students (DRTRS) had also been submitted to the state. Mr. Lella provided a brief description of the report.

**VIII. Policy**

- The Board discussed policy.

**IX. Personnel**

- None

**X. Old Business/Board Discussion**

- Mrs. Gadaleta informed the Board that the rolling pick up procedure had been improving. Mrs. Gadaleta thanked the PTA for providing three volunteers each day as well as Sgt. Jones for supplying traffic vests for the volunteers.
- Mrs. Gadaleta had provided the Board with a quote for a traffic study. Mrs. Gadaleta also informed the Board that she had spoken with Chief Thielacker regarding the use of an EFS police officer during drop off and dismissal. The cost would not be considered OT to an EFS officer but rather “extra duty” that would result in a cost of approximately 23k per year. The Board did not want to incur that kind of cost. The Board discussed, and Mrs. Drogin noted that in her 9 years in district the procedure has improved drastically. The Board agreed that since we are improving the cost of the traffic study was not necessary at this time.
- Mrs. Gadaleta informed the Board that all residency certification letters had been mailed. Out of 153 mailings only 9 had not been received. A certified mailing had been sent as a follow up.
  - o The Explanation of construction – Status from the Content family would take place during public comment.
  - o The Affidavit – 2nd notice, would be discussed in Executive Session

**XI. New Business / Board Discussion**

- Mrs. Gadaleta wanted to publicly inform the Board of her intention to begin her Doctoral Studies. Mrs. Gadaleta thanked Dr. LoCascio for writing her letter of recommendation for the program.
- Mrs. Gadaleta briefly explained the nursing substitute resolution, as obtaining nurse substitute services has always been difficult. Mrs. Gadaleta also informed the Board of the lunch issue for the day. The issue was parents had mostly forgotten to place orders for the start of the month.

**XII. Superintendent’s Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01-03.

- 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): Katherine Vetere  
 Event: Conquer Mathematics  
 Location: Pompton Plains, NJ  
 Date: 11/15/17, 1/18/18, 2/12/18, 3/12/18  
 Cost: \$580.00 Total (\$145.00 per session)

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 4    Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended By the Superintendent, the following addition to the list of possible field trips for the 2017-2018 school year:

Montclair History Center

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 4    Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, contracting with Epic Health Services for Nurse Substitute Services for the 2017-18 school year.

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 4    Nays: 0

**XIII. Business Resolutions**

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

1. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY '17 through FY '19, and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 4    Nays: 0

2. **RESOLVED** that the Board of Education approves the State of New Jersey Cash Management Fund as an official Bank Depository for the Board of Education for the 2017-2018 school year.

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 4    Nays: 0

**XIV. Public Comment**

- Mr. & Mrs. Content provided an update to the Board regarding the construction of their home, which they noted was almost complete. Mr. Content stated he was working with the town and DEP regarding a wetland issue on the property as well as plans to be approved by the state in order to issue a certificate of occupancy. Mr. Content asked how the residency policy came about being enforced. Mrs. D’Alessandro explained policy 5111 and stated that it is a responsibility of the Board to adopt and enforce policy and make sure that all children attending the Essex Fells School are residents due to the increased desire to attend EFS due to our Blue Ribbon Award Status. Mr. Content would keep Mr. Lella updated as to the status of their application for a CO.

**XV. Resolution to Enter Executive Session**

The Board convened in Executive Session at 8:22 P.M. to discuss personnel and legal matters. The Board exited the Executive Session at 9:24 P.M. and returned to the Workshop Meeting. 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: 4    Nays: 0

**XVI. Adjournment**

At 9:24 P.M. the Board of Education made a motion to adjourn.

Moved by:	Dr. LoCascio	Seconded by:	Mrs. Drogin
Ayes:	4	Nays:	0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary