

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on March 26, 2018, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Shani Drogin, at 7:31 P.M. Mrs. Drogin 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 March 20, 2018. 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 – 7:31 P.M.

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

II. Roll Call

Mrs. Bethany Buccino, – present
 Mrs. Shani Drogin – President, present
 Mrs. Kris Heugel – Vice President, present
 Dr. Steven LoCascio, – present
 Mrs. Debra Tedesco – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary; 1 reporter from The Progress, 3 members of the public, 2 staff members.

III. Flag Salute

- The Board President led the salute to the flag.

IV. Public Comment

- None

V. President's Report

- Mrs. Drogin thanked the staff for their work on the Willy Wonka show and noted how impressive the sets were.

VI. Superintendents Report

- The Board decided the April 4th meeting would be canceled due to Spring Break and not be rescheduled.
- Mrs. Gadaleta noted of the 3 current residency cases, 1 had been resolved. The remaining 2 cases will be discussed further in Executive Session.
- Mrs. Gadaleta thanked the EFPD for the 6 additional radios they were providing to EFS. The CRG is being updated for EFPD access. Mrs. Gadaleta is also researching adding some additional security cameras to the property.
- Mrs. Gadaleta informed the Board of an increase of Code of Conduct /HIB issues this month. The 3 incidents will be discussed in Executive Session to protect student privacy.
- Mrs. Gadaleta explained to the Board the School Bus Evacuation Drill that had taken place earlier today.

VII. 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): Laurie Fischer
 Event: Enhance Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits, Attention Deficit Disorder, and Language Processing Workshop
 Location: Embassy Suites, New Brunswick, NJ

Date: 4/18/18
 Cost: \$275.04 Total (\$249.00 Fee + \$26.04 Mileage)

Staff Member(s): Debbie Emma
 Event: Enhance Math Instruction Workshop
 Location: Essex Fells School
 Date: Online
 Cost: \$139.00

Staff Member(s): Debbie Emma
 Event: Response to Intervention Workshop
 Location: Essex Fells School
 Date: Online
 Cost: \$139.00

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

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revised 2017-2018 school calendar.

NOTES: Calendar Attached

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

VIII. Business Administrator’s Report

- Mr. Lella updated the Board on the 2018-19 Budget and the additional \$11,949 the district will receive in State Aid, bringing the 2018-19 amount to \$118,055. Mr. Lella also noted the new Governor’s goal of fully funding the School Funding Formula over the next 4 years, which for Essex Fells should be approximately \$155,000.

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01 – 05.

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

Executive Session Minutes	12/6/17
Executive Session Minutes	1/3/18
Regular Meeting Minutes	1/17/18
Executive Session Minutes	1/17/18
Workshop Minutes	2/7/18

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

2. **RESOLVED** that the Board of Education approves bills and claims for March in the total amount of \$192,010.84, as certified by the Business Administrator/ Board Secretary; and

RESOLVED that the Essex Fells Board of Education approve the total travel expenditures for the District at a maximum of \$20,000.00 for the 2018-19 school year; and

RESOLVED that the Business Administrator keep an accounting of all expenditures to ensure compliance with the approved amount; and

RESOLVED that the Essex Fells Board of Education hereby, approves the withdrawal of \$35,000.00 from the Capital Reserve to be appropriated in the 2018-19 school year budget for the following purpose:

Toilet Room, Classroom & Misc. Renovation

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent and Business Administrator/Board Secretary to submit the preliminary budget to the Essex County Executive Superintendent of Schools for review and approval, to advertise the preliminary budget in the district’s official newspaper, and establish a public presentation and adoption of the final budget for the 2018-2019 school year on May 2nd, 2018 at 7:30 P.M. in the Media Center of the Essex Fells School.

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

X. Old Business/Board Discussion

- Mr. Lella informed the Board that the NJDOE Consolidated On-Site federal Program Monitoring Visit that had been scheduled for March 27-29, 2018, had been cancelled by the DOE. No make-up date has been scheduled.
- The Board does not need to update Policy 7510 – Use of Facilities – as no stove will be added as part of the kitchen project.

XI. New Business / Board Discussion

- Mrs. Gadaleta updated the Board regarding NJ General Assembly Resolution 178, which refers to a parent code of conduct signage required for athletic fields. Mrs. Gadaleta also informed the Board we would be researching signage for video surveillance cameras, no drones on school property and no idling. Mrs. Huegel asked if there were any signs on the pre-school playground. There are.
- Mrs. Gadaleta informed the Board that since EFS had joined the principal roundtable, staff would be available for a tuition discount at Caldwell University.
- Mrs. Gadaleta informed the Board of a switch to Out of District Transportation route as a precaution due to an alleged incident.
- Mrs. Gadaleta informed the Board that the attorney would be preparing a policy for EFS regarding the naming of school facilities for large donations.
- Mrs. Gadaleta explained the revisions to the 2017-18 school calendar due to last week’s snow storms. Mrs. Gadaleta also noted that the Essex County Supt. are discussing applying for a waiver to the State regarding State of Emergency Closings.

XII. Public Comment

- None

XIII. Resolution to Enter Executive Session

The Board convened in Executive Session at 7:50 P.M. to discuss personnel, legal matters, HIB, and negotiations. 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. Tedesco
Ayes:	5	Nays:	0

XIV. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned at 9:28 pm. The next **Workshop Meeting** will be held on **Wednesday, April 4, 2018**, at 7:30 P.M. in the Superintendent's Office. The next **Regular Meeting** will be on **April 18, 2018** in the media center.

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

Enrollment Count: 2017-2018

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	14	7	7
Mrs. Quinn/Ms. Burger	PS/PM	11	9	2
Mrs. Gann/Mrs. Takkel	KG/T	15	7	8
Ms. Livio	KL	16	8	8
Mrs. Brutman	1B	13	6	7
Ms. Mitchell/Mrs. Hromoko	1M/H	13	7	6
Mrs. Fitzgerald/Mrs. MacKenzie	2F/M	19	9	10
Mrs. Massaro	2M	19	8	11
Ms. Liebler	3L	18	10	8
Mrs. Vetere/Ms. Geleailen	3V/G	18	10	8
Mrs. Banek/Ms. Franzl	4B/F	15	10	5
Mrs. Hacker	4H	15	10	5
Ms. Cervino	5C	10	3	7
Ms. Craveiro/Ms. Kowalski	5C/K	11	3	8
Mrs. Buonomo/Ms. Gomez	6B/G	12	5	7
Mrs. Christopher	6C	11	6	5
TOTAL		230	118	112
Out-of-District		3*		
FINAL TOTALS		233		

*Total includes 3 out-of-district students

Fire Drills: 2017-2018

Month	Fire Drill	Emergency Drill
September	9/4/17	Lockdown 9/19/17
October	10/17/17	Shelter in Place 10/25/17
November	11/7/17	Lockdown 11/27/17
December	12/19/17	Shelter in Place 12/22/17
January	1/19/18	Lockdown 1/29/18
February	2/23/28	Evacuation to Bleachers 2/27/18
March	3/23/18	
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	10/18/17	11/15/17	1/17/18	2/21/18	3/26/18					
TOTAL # of Reported Incidents	2	0	1	0	1					
Number of Unfounded Incidents	2	0	1	0	0					
Number of Founded Incidents	0	0	0	0	1					
Violence & Vandalism Incidents	0	0	0	0	2					

ESSEX FELLS SCHOOL DISTRICT MISSION STATEMENT

The Essex Fells School is a very special public elementary school enrolling boys and girls in preschool through the sixth grades. Pupils enjoy small classes and a total school population of approximately two hundred and fifty.

The size of the school is a wonderful asset as it allows a strong sense of community and offers teachers and pupils many opportunities to form bonds of collegiality, identification and support. It also supports the concept that every adult in the school is responsible for every child.

The comparatively small faculty is also a benefit. The faculty as a whole are the decision making body on all questions of teaching and learning. Teachers find it easy to share experiences and act consistently across pupils' entire academic program. The combined efforts of the staff work to support a pupil centered approach to education.

Essex Fells teachers are encouraged to try new ideas, to work collaboratively with colleagues, and to participate fully in all aspects of schooling.

The mission of the school is etched in the mortar of the original schoolhouse with the words Studies Pass Into Character.

The primary goals of an Essex Fells education include:

1. Developing in all pupils the capacity to think critically and communicate effectively through a mastery of written and spoken English.
2. Motivating all pupils to recognize and develop their academic abilities in order to build character and to achieve their full potential.
3. Teaching children to value themselves, their peers and their teachers.
4. Establishing a respect for and a strong sense of responsibility to the physical, social, and aesthetic world around them.
5. Nurturing a love of country and a pride in our American heritage and citizenship.
6. Communicating a love of scholarship and continued interest in life-long learning.
7. Insuring all pupils will achieve the New Jersey Student Learning Standards at all levels.

To secure these common goals, the Essex Fells staff of professional educators recognizes that the collaborative engagement of the children in the learning process is the key to intellectual development. Dedicated teachers create classrooms that are alive with cooperative learning activities and child-centered problem solving routines. Children are encouraged to explore, to question, to make decisions, and to express opinions in a supportive learning environment. Teachers also model their own commitment to learning by continuing to earn advanced degrees. On-going professional development is acknowledged as the foundation for promoting outstanding pupil achievement.

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary