

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting Session on April 17, 2019, in the Superintendent's Office at Essex Fells School. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 7:31 P.M. Mrs. Huegel 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, 2019. 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

- The meeting was called to order by the Board President Mrs. Huegel at 7:31 P.M.

II. Roll Call

Mrs. Kris Huegel, President-Present
 Dr. Steven LoCascio, Vice-President-Present
 Mrs. Bethany Buccino-Present
 Mrs. Shani Drogin -Present
 Mrs. Debra Tedesco-Present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; 2 Staff Members; 1 member of the Public and 1 reporter from the Progress.

III. Flag Salute

- Mrs. Huegel led the salute to the flag.

IV. Public Comment on Agenda Items Only

- None

V. President's Report

- None

VI. Superintendent's Report

- Mrs. Gadaleta informed the Board that since National Take Your Child to Work Day was during our spring break, EFS would be hosting staff children tomorrow, April 18th.
- Mrs. Gadaleta addressed with the Board concern over the Before & Aftercare Program and behavior issues. Mrs. Gadaleta noted that in the Before Care program, behavior issues are having an impact on the school day. Morning events will be changed in the program to encourage more relaxed behavior. Mrs. Gadaleta will be meeting with Tiny Treasures to address. The BOE discussed.
- Mrs. Gadaleta informed the Board that tomorrow EFS will be celebrating Earth Day. The PTA has arranged for the Earth Day dome. Mrs. Gadaleta thanked the PTA for setting this up.
- Mrs. Drogin asked about Superintendent's Resolution #3.

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 04.

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): Jeanine Whitman
 Event: Intake for a student

Location: Newmark
 Date: 4/1/19
 Cost: \$44.63 mileage

Staff Member(s): Lauren Geleailen, Susan FitzGibbon, Jacklyn Franzi,
 Katie Vetere

Event: Wilson Reading System Introductory Course
 Location: Banyon School, Fairfield
 Date: 5/7-9/19
 Cost: \$600.00

Staff Member(s): Steve Lella
 Event: NJSIG Training
 Location: Teaneck Marriott
 Date: 5/31/19
 Cost: \$0

Staff Member(s): Kristen Kowalski
 Event: Wilson Reading System Introductory Course
 Location: Saddle Brook Marriott
 Date: 7/24-26/19
 Cost: \$649.00

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, home instruction provided by Jackie Castellano and Sara Christopher for student #250450 for 10 hours weekly, at the EFTA contracted rate, effectively immediately until further notice.

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

Ayes: 4 Nays: 0

****Mrs. Tedesco abstained**

- 3. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition(s) to the 2018-2019 Substitute List, pending the required criminal history & background check:

Abigail Lapone Teacher \$90/day

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

Ayes: 5 Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for April in the total amount of **\$139,223.66** as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for March as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$348,535.20 including \$324,750.09 for the gross payroll, \$4,830.25 for the Board’s share of FICA/Medicare and \$18,954.86 for the State’s share of FICA/Medicare.

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

Ayes: 5 Nays: 0

3. **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 February & March;

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 Seconded by: Mrs. Tedesco

Ayes: 5 Nays: 0

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

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

Ayes: 5 Nays: 0

5. **BE IT RESOLVED** that the Essex Fells Board of Education in the County of Essex, New Jersey, approves the 2019-20 preliminary school district budget for submission to the Executive County Superintendent as follows:

	Budget	Local Tax Levy
General Fund:	\$5,521,986.00	\$5,077,916.00
Special Revenue:	58,373.00	0.00
Debt Service:	0.00	0.00
TOTAL:	\$5,580,359.00	\$5,077,916.00

BE IT FURTHER RESOLVED that included in the budget is the use of automatic enrollment adjustment in the amount of \$144,550.00.

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 2019-20 school year; and

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

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 2019-2020 school year on May 1st, 2019 at 7:30 P.M. in the Media Center of the Essex Fells School.

Moved by: Dr. LoCasio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

X. Old Business / Board Discussion

- Mrs. Gadaleta informed the Board that on the next agenda there would be a resolution to approve a revision to the 2018-19 school calendar, giving back Friday, May 24th as an unused snow day.
- Mrs. Gadaleta noted to the Board that for the 2019-20 School Photos we will be utilizing a new photo company.
- The Board discussed the Sixth Grade Flowers tradition from the PTA for the last of family at the concert. The Board decided the tradition will stay as is.
- Mr. Lella noted that the BOE terms for Mrs. Huegel and Mrs. Drogin are up December 31, 2019. Mrs. Huegel would be submitting her application for the November election. The Board had received interest from possibly 2-3 other candidates.

XII. Meeting Open for Public Comment

- The Progress asked who was responsible for the Before and Aftercare program. Mrs. Gadaleta noted that it was not a BOE program, instead ran by Tiny Treasures.
- Mrs. Vega explained the PTA reasoning behind asking about the 6th Grade Flowers at the concert. Mrs. Vega noted also that the PTA accepts the BOE decision.

XIII. Resolution to Enter Executive Session

The Board convened in Executive Session at 7:50 P.M. to discuss legal matters and safety and security. 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

At 9:26 P.M. the Board of Education made a motion to adjourn. The next **Workshop Meeting/School Budget Public Hearing** will be held on **Wednesday, May 1, 2019 at 7:30 P.M.** in the Media Center. The next **Regular Meeting** will be held on **Wednesday, May 15, 2019, 7:30 P.M.** in the Media Center. The next **Public Reappointment Meeting** will be held on Wednesday, May 29, 2019 at 7:30 P.M. in the Superintendent’s Office

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
 Business Administrator/
 Board Secretary