

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on April 18, 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 28, 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, 1 members of the public.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Public Comment**

- None

**V. President's Report**

- None

**VI. Superintendents Report**

- Mrs. Gadaleta informed the Board that Mrs. Fitzgerald had her baby, a little earlier than expected but all were well. Mrs. Evangelista will be filling in until a maternity leave replacement is assigned.
- Mrs. Gadaleta updated the Board as to the planned Earth Day Activities. The PTA will provide two professors from Rutgers to provide lessons for the students.
- Mrs. Gadaleta informed the Board that for Take Your Child to Work Day, on April 26<sup>th</sup>, we would be welcoming 16 EFS staff children to the district. Our students who go to work with their parents will write up a report on their activities and will receive an excused absence.
- Mrs. Gadaleta recognized Mr. Viggiano, the children and their families for the excellent job they all did in raising \$23,000 in Jump Rope for Heart.

**VII. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolution #01.

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): Susan FitzGibbon  
 Event: Temporary Assignment  
 Location: REED Academy, Oakland, NJ  
 Date: 2/21/18 - 3/30/18  
 Cost: \$263.50 mileage

Staff Member(s): Beth Leggett, Karen Sarto  
 Event: Essex County ASBO Admin Appreciation  
 Location: Nanina’s in the Park, Belleville, NJ  
 Date: 4/18/18  
 Cost: \$0

Staff Member(s): Patricia Pakonis  
 Event: 101 Best Strategies for Teaching World Language Workshop  
 Location: Webinar at Essex Fells School  
 Date: 4/23/18  
 Cost: \$139.00

Staff Member(s): Lauren Geleailen, Katie Vetere  
 Event: 27<sup>th</sup> Annual Health in Child Care Conference  
 Location: Hilton Meadowlands, East Rutherford, NJ  
 Date: 5/11/18  
 Cost: \$105.00 per person

Staff Member(s): Michelle Barshay  
 Event: Develop a Positive Growth Mindset Workshop  
 Location: The Wilshire Grand Hotel, West Orange, NJ  
 Date: 5/16/18  
 Cost: \$239.00

Staff Member(s): Deana Hromoko  
 Event: Early Childhood Conference  
 Location: Caldwell University  
 Date: 6/1/18  
 Cost: \$40.00 (alumni discount)

Staff Member(s): Kelly Mitchell  
 Event: Early Childhood Conference  
 Location: Caldwell University  
 Date: 6/1/18  
 Cost: \$80.00

Staff Member(s): Nicole Criscione, Katie MacKenzie  
 Event: Yoga and Mindfulness in the Classroom (DVD) Workshop  
 Location: Essex Fells School  
 Date: TBD  
 Cost: \$199.99

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

Ayes: 5    Nays: 0

**VIII. Business Administrator’s Report**

- Mr. Lella provided the Board with the 2018-19 Budget Presentation slides for their review for the May 2<sup>nd</sup> Public Presentation. The budget will be discussed further in executive session as it relates to negotiations.
- Mr. Lella provided the Board with photos of trees on the property that will be examined for safety concerns and possible future storm damage as a result of this past winter’s storms. He will also obtain quotes.

- Mr. Lella updated the Board as to the status of the summer B&G projects. The advertisement was last Saturday and the walk thru was today afterschool. Bids are due for opening on May 4<sup>th</sup>.
- Mr. Lella noted the resolution for the district to leave the State Employee Health Benefits Plan (SEHBP) due to escalating costs to the district and staff and enter into a private plan with AmeriHealth effective July 1, 2018. The Board will also change dental carriers.
- Mr. Lella noted for the Board the ACES resolution, which allows for the bidding of gas and electric providers for school districts.

**IX. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01 – 08.

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

Executive Session Minutes	2/7/18
Regular Meeting Minutes	2/21/18
Executive Session Minutes	2/21/18
Regular Meeting Minutes	3/12/18
Executive Session Minutes	3/12/18

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

Ayes: 5    Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for April in the total amount of \$96,996.27, 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 \$317,125.49 including \$295,618.18 for the gross payroll, \$4,018.95 for the Board’s share of FICA/Medicare and \$17,488.36 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;

**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. **WHEREAS**, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

**WHEREAS**, the Essex Fells Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

**WHEREAS**, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

**WHEREAS**, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

**WHEREAS**, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

**WHEREAS**, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

**WHEREAS**, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

**NOW, THEREFORE BE IT RESOLVED** that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and,

**BE IT FURTHER RESOLVED** that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

**FURTHER RESOLVED** that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

**FURTHER RESOLVED** that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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

6. **WHEREAS**, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

**WHEREAS**, the Essex Fells Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

**WHEREAS**, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

**WHEREAS**, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

**WHEREAS**, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

**WHEREAS**, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

**WHEREAS**, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

**NOW, THEREFORE BE IT RESOLVED** that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and,

**BE IT FURTHER RESOLVED** that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and,

**BE IT FURTHER RESOLVED** that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

**FURTHER RESOLVED** that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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

**7. BE IT RESOLVED:**

- 1.The Essex Fells Board of Education – Essex hereby resolves to terminate its participation in the program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees’ Health. Benefits Program (N.J.S.A. 52: 14-17.25 et seq.) for all of its active and retired employees.
- 2.We shall notify all active employees of the date of their termination of coverage under the program.
- 3.We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.
- 4.We understand COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.

5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

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

**8. BE IT RESOLVED:**

1. The Essex Fells Board of Education is hereby changing Medical/Prescription carriers from the School Employees' Health Benefits Program (SEHBP) to the AmeriHealth Public Employer Trust program effective July 1, 2018. Brown & Brown Benefit Advisors is hereby appointed as our Broker-of-Record for the AmeriHealth Public Employer Trust program.

2. The Essex Fells Board of Education is hereby changing Dental carriers from the School Employees' Health Benefits Program (SEHBP) to the Horizon Public Employer Trust program effective July 1, 2018. Brown & Brown Benefit Advisors is hereby appointed as our Broker-of-Record for the Horizon Public Employer Trust program.

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

**X. Old Business/Board Discussion**

- Mrs. Gadaleta informed the Board of the edTPA, which is the new evaluation tool for student teachers attending local universities. At Caldwell, the full year program has become very rigorous and contains a videotaping element. Mrs. Gadaleta noted that EFS needs more assurance regarding the video component and the safety of our children, and is leery to accept the program at this time. Mrs. Gadaleta also noted that none of the consortium districts have accepted the program at this time, however some neighboring districts have.
- The Board will review and discuss further the proposed policy regarding the naming of school facilities as it relates to donations.

**XI. New Business / Board Discussion**

- The Board discussed who should be responsible for safety and security for afterschool and summer school activities. The matter will be discussed further.

**XII. Public Comment**

- None

**XIII. Resolution to Enter Executive Session**

The Board convened in Executive Session at 7:55 P.M. to discuss personnel, legal matters, security 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 9:05 pm. The next **Workshop/Budget Hearing Meeting** will be held on **Wednesday, May 2, 2018**, at 7:30 P.M. in the Superintendent's Office. The next **Regular Meeting** will be on **May 16, 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	11	5	6
Mrs. Christopher	6C	11	6	5
<b>TOTAL</b>		<b>229</b>	<b>118</b>	<b>111</b>
Out-of-District		3*		
<b>FINAL TOTALS</b>		<b>232</b>		

\*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	Lockdown 3/30/18
April	4/17/18	
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	4/18/18				
TOTAL # of Reported Incidents	2	0	1	0	1	0				
Number of Unfounded Incidents	2	0	1	0	0	0				
Number of Founded Incidents	0	0	0	0	1	0				
Violence & Vandalism Incidents	0	0	0	0	2	0				

**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