

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on May 2, 2018, in the Superintendent's office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Shani Drogin, at 7:35 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 January 3, 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 – 7:35 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, – absent
- Mrs. Debra Tedesco – absent

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary; 1 reporter from the Progress, 1 staff member arrived at 7:55pm, 2 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. Buildings & Grounds**

- The Board tabled discussion on the language for the parent conduct signs until a future meeting.
- Mr. Lella informed the Board that the bid opening for the summer projects would take place on Friday, May 4th at 10 am.
- Mr. Lella informed the Board that he had obtained quotes for the removal of the 2 large trees between the buildings as well the pine at the south gate. The contractors noted that the trees all appear to be stable and understand the Board is being proactive. The Board will discuss at the next meeting.

**VII. Curriculum & Instruction**

- Mrs. Gadaleta informed the Board that the PARCC Testing for 5<sup>th</sup> and 6<sup>th</sup> grades had gone smoothly. Next week will be testing for grades 3 and 4. Mrs Gadaleta noted that our students typically perform very well.
- Mrs. Gadaleta reported that as of May 1<sup>st</sup> 23 children are being reported as chronically absent. Letters will be going out to the parents, as the district is required to do so. Mrs. Gadaleta reminded the board that this report affects the district's College Career Readiness ranking.
- Mrs. Gadaleta noted to the board that the NJDOE was looking for input regarding the current assessment.

**VIII. Finance**

- Mrs. Gadaleta and Mr. Lella presented the 2018-2019 School Year Budget
- Mr. Lella informed the Board that the application for Extraordinary Aid is now open and is to be certified by May 24<sup>th</sup>.

**IX. Personnel**

- Mrs. Gadaleta noted that she would be advertising for the open positions as presented in the 2018-2019 School Budget.
- Mrs. Gadaleta noted the revised maternity leave solution for Mrs. Fitzgerald.

**X. Policy**

- The Board tabled policy discussion.

**XI. Old Business / Board Discussion**

- Mrs. Gadaleta updated the Board as to the increased staff that will be assigned during lunch duty for the recess portion. Mrs. Gadaleta noted that she had discussed the changes with the EFTA as well as adding non EFTA staff to assist with supervision. Mrs. Gadaleta noted the goal of reducing incidents at recess of aggressive behavior.
- Mrs. Gadaleta reported to the Board of the recent discussions of Infrastructure vulnerability in the state regarding safety and security during the school day and for after school events.

**XII. New Business / Board Discussion**

- Mrs. Gadaleta reported to the Board that she had obtained Merit Goal completion by attending her last Superintendent meeting with the consortium Superintendents. Mrs. Gadaleta noted that she felt the meetings throughout the year were very valuable. Mrs. Gadaleta explained some of the meetings and thanked the Board for allowing her to attend.

**XIII. Superintendent's Report**

- Mrs. Gadaleta noted that Teacher Appreciation Week would be coming up May 7<sup>th</sup> – May 11<sup>th</sup> and that the PTA has some nice surprises planned for the staff.
- Mrs. Gadaleta informed the Board about how successful Bring Your Child to Work Day was. EFS hosted 23 staff children and Mrs. Gadaleta noted how wonderful it was to have EFS staff children together. 54 EFS students went to work with their parents.
- Mrs. Gadaleta noted that the Board would be reviewing the district and Superintendent goals before year end.

**XIV. Superintendent's Resolutions**

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

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): Karen Sarto  
 Event: NJASBO Administrative Assistant Program  
 Location: Rockaway Marriott  
 Date: 5/10/18  
 Cost: \$109.24 (\$100.00 fee; \$9.24 mileage)

Staff Member(s): Steven J. Lella  
 Event: NJSIG – ERIC North Subfund Meeting  
 Location: Forsgate Country Club, Monroe Twp., NJ  
**OR MAGGIANO'S, HACKENSACK NJ**  
 Date: 5/4/18 **OR 5/11/18**  
 Cost: \$0.00  
 Mileage: \$24.40 + tolls

Staff Member(s): Steven J. Lella  
 Event: 2018 Annual NJASBO Conference  
 Location: Borgata Hotel, Atlantic City, NJ  
 Date: 6/6/18 – 6/8/18  
 Cost: \$275.00  
 Hotel: \$253.83  
 Mileage/Tolls/Parking: \$93.12

Moved by: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Final Quantitative Merit Goals for Michelle V. Gadaleta in the 2017-2018 school year for compensation.

**NOTE:** Merit Goal Report – MVG

Moved by: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following West Essex Senior Service Students to volunteer at EFS from May 21, 2018 - June 19, 2018:

<u>Student</u>	<u>Cooperating Teacher(s)</u>
Dana Andreaggi	Katie McNish / Catherine Codella
Lexi Faust	Kimberly Trafford / Michelle Barshay
Ava Lopez	Nina Buonomo
Eamon Morrissey	John Viggiano
Molly Sweeney	Kelly Mitchell

Moved by: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Caldwell University Student for the Fall 2018 semester (8/27/18 – 12/7/18 @ 40 hrs/semester – 3 hrs/wk):

Student Intern: Megan Barreto  
 Cooperating Teacher: Kelly Mitchell

Moved by: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0



**XVIII. Resolution to Enter Executive Session**

The Board convened in Executive Session at 8:31 P.M. to discuss personnel, negotiations, legal matters, safety, security and the Business Administrator 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: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

**XIX. Adjournment**

At 9:10 PM the Board of Education made a motion to adjourn. The next workshop meeting will be held on September 5, 2018 in the Superintendent's Office.

Moved by: Mrs. Huegel

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary