

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop meeting on May 4, 2016, in the Superintendent's Office of the Essex Fells School. The meeting was called to order by Board President, Mrs. D'Alessandro at 7:31 P.M. Mrs. 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 April 29, 2016. 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.

II. Roll Call

Mrs. Carol D'Alessandro, President – present
Mrs. Shani Drogin, Vice President– present
Mrs. Kris Huegel – present
Dr. Steven LoCascio – present
Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary.

III. Flag Salute

The President led the flag salute.

IV. Public Comment

- No comment.

V. Board President's Report

- Mrs. D'Alessandro thanked the EFTA and recognized Teacher Appreciation Week. Mrs. D'Alessandro also thanked the PTA for their recognition of the EFTA. Mrs. Gadaleta explained what was done each day of the week to recognize the teaching staff.
- Mrs. D'Alessandro recognized and thanked the PTA for their recent fundraiser.
- The Board reviewed the BOE Candidate Resumes and discussed when to interview the candidates.

VI. Buildings Grounds

- Mr. Lella informed the Board he would be moving forward with replacement of the fire panel in Building #2 in order to have both buildings fire alarms linked in the event one of the alarms is triggered. This comes at the suggestion of the EFFF. Mr. Lella reminded the Board that the fire panel in building #1 was replaced in 2013.
- Mr. Lella asked the Board if they recalled when the bleacher covers were installed, as Mr. Sulistyto believes it may have been over 15 years ago. The Board felt it was about 16 or 17 years ago from the Foundation. Mrs. Gadaleta noted that a parent had informed her some of the planks had been cracked. Mr. Lella will obtain quotes for a repair.
- Mr. Lella informed the Board that he would be working with Mr. Sulistyto to obtain quotes for a new tractor as the current tractor needs to be replaced due to its age. They will also look into a smaller shed to house the tractor and other smaller items. The old tractor will still be kept.
- Mr. Lella informed the Board that a question has arisen if the Board would consider keeping a porta-potty on site. The recreation program could not at this time as their budget did not contain funding for this item. The Board felt it was not something that they would want to oversee, finance and be responsible for, but perhaps further discussion could be had with the town and the PTA.
- Mr. Lella reported that he had received the water testing results. The district had slightly elevated levels at 12 of the 57 samples that were taken. None of the samples were drinking water stations. Although at this time the district is not required to take any action, the district will place filters on the 12 locations. The district will wait on further mandates from the State. A copy of the results will be maintained in the Business Office.

VII. Curriculum & Instruction

- Mrs. Gadaleta provided to the Board a rubric provided by the DOE regarding World Language Instruction. The DOE states that Rosetta Stone does not show as an appropriate program for language instruction. Mrs. Gadaleta informed the Board that she has been able to confirm that our children are at a sufficient level when they arrive at West Essex. Mrs. Gadaleta noted that after speaking with the DOE they were just relaying the message. The Board will wait for any further instruction from the DOE.

VIII. Finance

- Mrs. Gadaleta and Mr. Lella presented the 2016-17 School Year Budget.
- Mr. Lella informed the Board that the Extraordinary Application was now open and is due May 31st, 2016.

IX. Superintendent's Report

- Mrs. Gadaleta informed the Board that a parent had used the term “bullying” in emails to a teacher. Mrs. Gadaleta stated that she went through the proper investigation with Mrs. Codella and the HIB Report was unfounded.
- Mrs. Gadaleta reported that we had inquired as to what other districts charge Tiny Treasures for Before/AfterCare services, and shared this information with Tiny Treasures. Mrs. Gadaleta reported that Tiny Treasures stated that in the past they had made very little profit in EFS until recently, and that perhaps a “donation” could be made to EFS. Mrs. Gadaleta discussed with the staff again the possibility of a staff run program. The Board did agree that Tiny Treasures is a productive service to the community and it is something the Board appreciates that we don't have to manage.
- Mrs. Gadaleta reported to the Board what an amazing success Earth Day was. Mrs. Gadaleta thanked Mrs. Davis and explained to the Board the different stations that were set up for the children.
- Mrs. Gadaleta reported to the Board that the School Performance Reports were out and she was reviewing the results. Mrs. Gadaleta stated she would share the results when they were permitted to be released.
- Mrs. Gadaleta informed the Board that 3 of the 5 Superintendent Merit Goals had been attained, in which the BOE needed to validate. Mrs. Gadaleta and the Board discussed the positive impact of the Bengal Breaks to the children.
- Mrs. Gadaleta informed the Board that 14 staff members participated in Bring Your Child to Work Day and it was a very fun day for everyone involved.
- Mrs. Gadaleta informed the Board that at a Superintendent's Meeting the availability of FEMA funds from the January snow storm was presented. Mr. Lella will follow up with the application process.
- Mrs. Gadaleta added that PARCC testing had gone very well and once again EFS had full participation. She thanked the community for their efforts.
- Mrs. Gadaleta noted the Senior Service Students Resolution.

X. 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): Marisa Burger
Event: Working Memory - Strategies for Success Across Content Areas Conference
Location: FDU, Madison, NJ
Date: 5/20/16
Cost: \$0

Staff Member(s): Debbie Emma
Event: Wilson Reading System Training
Location: On-line
Date: Various
Cost: \$559.00

Moved by: Dr. LoCascio Seconded by: Dr.Nitti
Ayes: 5 Nays: 0

2. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following Senior Service Students to volunteer at EFS from May 16 to June 14, 2016:

- Ashley Au
- Kendall Au
- Emma Faust
- Dinora Gashi
- Patrick Keating
- Andrea Morrello
- Caitlin Morrissey
- Trevor Newby

Moved by: Dr. LoCascio Seconded by: Dr.Nitti
Ayes: 5 Nays: 0

XI. Business Administrators Report

- Mr. Lella noted the resolution for additional Bills & Claims paid in April due to the canceled April 20th, 2016 meeting.

XII. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01 – 03.

1. RESOLVED that the Board of Education, after conducting a public hearing, adopts a school district budget for the FY 2016-2017 School Year as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$4,762,824.00	\$4,403,627.00
Special Revenue	62,399.00	0.00
Debt Service Fund	<u>0.00</u>	<u>0.00</u>
 Total Budget	 \$4,825,223.00	 \$4,403,627.00

BE IT FURTHER RESOLVED that there should be raised for General Funds \$4,403,627.00 for the ensuing school year (2016-2017).

Moved by: Dr. LoCascio Seconded by: Dr.Nitti
Ayes: 5 Nays: 0

2. **RESOLVED** that the Board of Education approves an additional bills and claims for April in the total amount of \$61,594.64 as certified by the Business Administrator/ Board Secretary; and

Moved by: Dr. LoCascio Seconded by: Dr.Nitti
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 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: Dr.Nitti
Ayes: 5 Nays: 0

XIII. Policy

- The Board discussed adding additional language to the existing Resident/Nonresident Student Policy.

XIV. Personnel (Public Items only)

- Mrs. Gadaleta informed the Board that she has advertised and received numerous resumes for the open 2016-17 positions and will begin the interviewing process next week. Mrs. Gadaleta also noted that staffing had “potentially” been set for the upcoming year.
- Mrs. Gadaleta reported that the BA contract for 2016-17 had been sent to the County for review.

XV. Old Business/Board Discussion

- Mrs. Gadaleta reported there was still no update on the 2015-16 Calendar Case.
- Mrs. Gadaleta noted the Bike Road-eo on this agenda to make the public aware of its elimination at this time for a period of 1 year.
- Mrs. Gadaleta noted that she was awaiting a response regarding the National Blue Ribbon Application.

XVI. New Business / Board Discussion

- Mrs. Gadaleta informed the Board that she had spoken with Mrs. D’Alessandro and the EFTA President and Vice President in an effort to enhance communication in a proper manner.
- The Board discussed the ideas of committee’s but liked the ease of Board Meetings and full involvement of all the Board Members.

XVII. Public Comment

- No comment.

XVIII. Resolution to Enter Executive Session

RESOLVED that the Board convened in Executive Session at 9:35 P.M. to discuss personnel matters. The items discussed in Executive Session will be disclosed to the public when the need to maintain confidentiality no longer exists.

Moved by: Dr. LoCascio Seconded by: Dr. Nitti

Ayes: 5 Nays: 0

The Board exited the Executive Session at 11:32 and returned to the Workshop Meeting.

Moved by: Dr. LoCascio Seconded by: Dr. Nitti

Ayes: 5 Nays: 0

XIX. Adjournment

RESOLVED that this Workshop/School Budget Public Hearing meeting of the Board of Education be adjourned at 11:32 P.M.

Moved by: Dr. LoCascio Seconded by: Dr. Nitti

Ayes: 5 Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary