

**THE PUBLIC SCHOOLS OF ESSEX FELLS, NJ  
BOARD OF EDUCATION MEETING**

**WEDNESDAY, DECEMBER 14, 2016  
PUBLIC MEETING – 7:30 P.M. – MEDIA CENTER**

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 as of November 29, 2016. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress and the Star Ledger, and posted on the district's web-site.

**I. Call to Order – 7:30 P.M.**

**II. Roll Call**

Mrs. Carol D'Alessandro, President  
Mrs. Shani Drogin, Vice-President  
Mrs. Kris Huegel  
Dr. Steven LoCascio  
Mrs. Debra Tedesco

**III. Flag Salute**

**IV. Public Comment on Agenda Items Only**

**V. President's Report**

**VI. Superintendent's Report**

- HIB Report
- PARCC / NJASK Recognition
- NJASA Vision 2020
- NJQSAC – Equivalency Application

**VII. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01 – 07.

- 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): Michelle Barshay  
 Event: Number & Operations – Fractions Workshop  
 Location: Conquer Mathematics, Fairfield, NJ  
 Date: 12/14/16  
 Cost: \$135.00

Staff Member(s): Kristin Gann, Molly Livio  
 Event: Enhancing Your Reading & Writing Instruction Workshop  
 Location: Wilshire Grand Hotel, West Orange, NJ  
 Date: 1/13/17  
 Cost: \$245.00

Staff Member(s): Katie MacKenzie  
 Event: Guided Math - Strategies to Differentiate Math Instruction Workshop  
 Location: Best Western Plus, Fairfield, NJ  
 Date: 1/30/17  
 Cost: \$225.00

Staff Member(s): Judi Reynolds  
 Event: Section 504 in NJ Workshop  
 Location: Holiday Inn, Hasbrouck Heights, NJ  
 Date: 2/6/17  
 Cost: \$199.99

Staff Member(s): Marisa Burger  
 Event: Helping the Struggling Learner Conference  
 Location: Ramapo College of NJ  
 Date: 3/13/17  
 Cost: \$115.00

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Use of Facilities requests for the 2016-2017 school year:

Winter Enrichment 2017

- X-Box Programming, Grades 3-5  
 Media Center, 3:15-4:25pm  
 Tuesdays: 1/24, 1/31, 2/7, 2/14, 2/28, 3/7

- Winter Crafts, Grades K-2  
Room 103, 3:15-4:25pm  
Tuesdays: 1/24, 1/31, 2/7, 2/14, 2/28, 3/7
- Silly Sports, Grades 1-3  
Gymnasium, 3:05-4:25pm  
Tuesdays: 1/24, 1/31, 2/7, 2/14, 2/28, 3/7
- Cooking, Grades K-2  
Room 104, 3:15-4:25pm  
Thursdays: 1/26, 2/2, 2/9, 2/16, 2/23, 3/2
- Chess, Grades 3-6  
Media Center, 3:15-4:25pm  
Thursdays: 1/26, 2/2, 2/9, 2/16, 2/23, 3/2

Moved by:

Seconded by:

Ayes:

Nays:

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following additions to the 2016-17 Substitute Teacher List, pending the usual Criminal History and Background Check:

Kristen Kowalski	Teacher	\$85/day
Christina Merritt	Nurse	\$125/day
Michelle Missonellie	Teacher	\$85/day
Gabriella Tornatore	Teacher	\$85/day

Moved by:

Seconded by:

Ayes:

Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the NJQSAC - School Register Summary action plan letter to be submitted to the NJDOE.

NOTE: Letter attached

Moved by:

Seconded by:

Ayes:

Nays:

**5. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, 25 additional hours for Occupational Therapy services by Lori Franklin, for the 2016-17 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**6. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, 35 additional hours for BCBA services by Meg Lipper, for the 2016-17 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**7. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, contracting with Delta-T Group for Nurse Substitute Services for the 2016-17 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**VIII. Business Administrator's Report**

**IX. Business Resolutions**

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

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

Workshop Minutes	11/2/16
Regular Meeting Minutes	11/16/16

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves the bills and claims for December in the total amount of **\$146,224.50**, as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for November as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$305,821.52 including \$285,466.39 for the gross payroll, \$4,446.05 for the Board’s share of FICA/Medicare and \$15,909.08 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

- 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 October;

**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:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

X. **Old Business / Board Discussion**

- January Reorganization Meeting: President & Vice President
- Architect Meeting

XI. **New Business / Board Discussion**

- Additional Staff Parking Spaces
- Audit Reports
- Blue Ribbon Apparel

XII. **Meeting Open for Public Comment**

XIII. **Resolution to Enter Executive Session**

**BE IT RESOLVED** that the Board shall enter into executive session immediately following this meeting to discuss legal matters. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

Moved by:

Seconded by:

Ayes:

Nays:

XIV. **Adjournment**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. The **Reorganizational/Workshop Meeting** will be held on **January 4, 2017**, at 7:30 P.M., in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

**Enrollment Count 2016-2017**

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	13	5	8
Mrs. Quinn/Ms. Burger	PS/PM	12	6	6
Mrs. Gann	KG	12	7	5
Ms. Livio/Ms. Almeida	KL/A	13	7	6
Mrs. Brutman/Mrs. Hromoko	1B/H	17	8	9
Ms. Mitchell	1M	18	8	10
Ms. Adair	2A	18	9	9
Mrs. Massaro/Mrs. Fitzgerald	2M/F	18	10	8
Mrs. Barshay	3B	14	9	5
Ms. Liebler/Mrs. MacKenzie	3L/M	16	10	6
Mrs. Banek	4B	10	4	6
Mrs. Hacker/Ms. Franzi	4H/F	11	3	8
Ms. Cervino/Ms. Brower	5C/B	13	6	7
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	13	4	9
Ms. Dalton/Ms. Gomez	6D/G	13	3	10
<b>TOTAL</b>		<b>223</b>	<b>105</b>	<b>117</b>
Out-of-District		2*		
<b>FINAL TOTALS</b>		<b>225</b>		

\*Total includes 2 out-of-district students.

**Fire Drills: 2016-2017**

Month	Fire Drill	Emergency Drill
September	9-16-16	Lockdown 9-19-16
October	10-17-16	Lockdown 10-27-16
November	11-16-16	Lockdown 11-29-16
December		
January		
February		
March		
April		
May		
June		

**HIB / V&V Report**

As of Date of BOE Meeting	9-21-16	10-19-16	11-16-16	12-14-16					
TOTAL # of Reported Incidents	1	0	0	1					
Number of Unfounded Incidents	1	0	0	0					
Number of Founded Incidents	0	0	0	1					
Violence & Vandalism Incidents	0	1	0	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 Core Curriculum Content 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.