

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

**WEDNESDAY, MAY 29, 2019
PUBLIC REAPPOINTMENT MEETING
7:30 P.M. – SUPERINTENDENT’S OFFICE**

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 May 13, 2019. 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

II. Roll Call

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

III. Flag Salute

IV. Public Comment on Agenda Items

V. President’s Report

VI. Superintendent’s Report

- End of Year Events
- Teacher Evaluations
- Consolidation Legislation
- Preschool Solicitation
- Rutgers Autism Study

VII. Old Business / Board Discussion

- Superintendent Merit Goals 2018-2019 – County Approval
- BOE Goals 2018-2019 - Completion
- Superintendent/District Goals 2018-2019 - Completion
- edTPA Video/Audio Permission for Student Teaching 2019-20
- Beforecare

VIII. New Business / Board Discussion

- BOE Goals 2019-2020
- Superintendent/District Goals 2019-2020
- Superintendent and Business Administrator Merit Goals 2019-2020
- Scripps National Spelling Bee EFFEE

IX. Reappointment Action Items

RESOLVED that the Board of Education approves Reorganization Action Items # 01 – 34.

1. **RESOLVED**, that the Board appoints the Steven J. Lella as the purchasing agent for the Essex Fells School District for the 2019-2020 school year in accordance with N.J.S.A.18:18A-2b as revised, and assigned the authority, responsibility, accountability for purchasing on behalf of the Board, and having the power to prepare advertisements, advertise for and receive bids, and to award contracts pursuant to N.J.S.A.18A:18A-3a(Bid Threshold) at a bid threshold up to \$40,000, 18A:18A-37a-c (quotations), and 18A:18A-7 (Emergency Purchases), and prepare and issue all purchase orders in accordance with N.J.S.A.18A:18A et. seq. and applicable Board policies and regulations.

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED**, that the Board appoints the firm of Fogarty & Hara as Board Attorney, as per the proposal, for the 2019-2020 school year, at an hourly rate of \$175 for a partner and \$155 for an associate.

NOTES: See Attachment A

Moved by:

Seconded by:

Ayes:

Nays:

3. **RESOLVED** that Samuel Klein and Company be appointed to perform of the 2018-2019 audit in the amount of \$11,575 and be the auditor of record for the 2019-2020 school year.

NOTES: See Attachment B

Moved by:

Seconded by:

Ayes:

Nays:

4. **RESOLVED** that the Brown & Brown Insurance be appointed as the broker of record for Worker's Compensation Insurance and the Property & Casualty Insurance for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that Brown & Brown Benefits Advisors be appointed as the broker of record for the Health & Dental benefits programs for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that pursuant to the requirements of NJPL 2011 Chapter 78, the Essex Fells Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and update its Premium Only Plan (POP) effective September 1, 2019 as follows:

1. The Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate Aflac/Wage Works as the Board's FSA administrator. This recommendation includes Aflac/Wage Works updating the district's POP at no cost.
2. The Board of Education appoints Brown & Brown Benefits Advisors, Inc. as its FSA and POP broker-of-record.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

BE IT FURTHER RESOLVED that Board of Education approves the spending limits for FSAs as \$2,700 for medical and dental and as \$5,000 for dependent care for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Essex Fells Board of Education EI for the position of District Architect for the 2019-2020 school year.

NOTES: See Attachment C

Moved by:

Seconded by:

Ayes:

Nays:

8. **WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Essex Fells Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Essex Fells Board of Education has determined that up to \$200,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Essex Fells Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Moved by:

Seconded by:

Ayes:

Nays:

9. **RESOLVED** that the Board of Education appoint Marie Criscuolo, as the Essex Fells Board of Education Treasurer of School Monies at an annual salary of \$2,980, commencing July 1, 2019 for the 2019–2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

10. **RESOLVED** that the Board of Education designate the Chief School Administrator to approve line item transfers as are necessary between meetings of the Board effective July 1, 2019 to June 30, 2020. Such transfers shall be reported to the Board, ratified and recorded in the Minutes at a subsequent meeting of the Board in accordance with Policy and Code.

Moved by:

Seconded by:

Ayes:

Nays:

11. **RESOLVED** that the Board of Education approves the 2019-2020 Petty Cash fund in the amount of \$300.00, to be administered by the Business Administrator/Board Secretary.

Moved by:

Seconded by:

Ayes:

Nays:

- 12. RESOLVED** that the Board of Education approves the appointment of Mr. Adi Sulisty, Facility Supervisor, as Integrated Pest Management Coordinator, Coordinator for Right-To-Know, AHERA and other health & safety and environmental programs mandated by the State of New Jersey, at a \$2,000 stipend, for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 13. RESOLVED** that the Board of Education approves the renewal of an agreement with New Wave Consultants, Inc, of Lincoln Park, New Jersey to provide mandatory environmental safety services under PEOSHA for the 2019-2020 school year, at an annual fee of \$1,750, services to include training, inspections and plan review update for Right To Know, Bloodborne Pathogens, Indoor Air Quality, AHERA and Integrated Pest Management.

NOTES: See Attachment D

Moved by:

Seconded by:

Ayes:

Nays:

- 14. RESOLVED** that the Board of Education appoints Michelle V. Gadaleta as the 504 Officer for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 15. RESOLVED** that the Board of Education appoints the Business Administrator/Board Secretary as the district Affirmative Action Officer, Public Agency Compliance Officer (PACO), and Custodian of Records for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 16. RESOLVED** that the Board of Education reaffirms its Policies, Bylaws and Regulations Guides for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

17. **RESOLVED** that the Board of Education approve the renewal of an agreement with the Asbury Park Board of Education – Information Technology Center of Asbury Park, New Jersey, for the continuation of software services for Budgetary/Accounting System and Payroll/Personnel System and Processing, including ID numbers and Computer Ports for the 2019-2020 school year at a fee of \$8,500.00.

NOTES: See Attachment E

Moved by:

Seconded by:

Ayes:

Nays:

18. **RESOLVED** that the Board of Education approves Valley National Bank as the official Bank Depository for the Board of Education for the 2019-2020 school year and approves the following signatories: the Board of Education President, the Board Secretary and the Treasurer of School Monies and approves the Principal for the Student Activity Account only.

BE IT FURTHER RESOLVED that the Essex Fells Board of Education approves the State of New Jersey Cash Management Fund as an official Bank Depository for the Board of Education for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

19. **RESOLVED** that The Progress be designated as the official newspaper of the Essex Fells Board of Education of the Township of Essex Fells, and The Star Ledger be designated as the second newspaper for the publication of official notices and notification of meetings.

Moved by:

Seconded by:

Ayes:

Nays:

20. **RESOLVED** that the Board of Education grants authority to the Superintendent of Schools to pay bills between Board of Education meetings with subsequent Board of Education approval for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 21. RESOLVED** that the Board of Education approves the annual preschool tuition rate of \$3,500 per student for 2019-2020 school year for a 5-day, 3-hour program.

Moved by:

Seconded by:

Ayes:

Nays:

- 22. RESOLVED** that the Board of Education approves the (10) 2019-2020 Custodial Holidays.

NOTES: See Attachment F

Moved by:

Seconded by:

Ayes:

Nays:

- 23. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Wellness & Rehabilitation Services, Physical Therapist, for the 2019-2020 school year, at the following hours and rates:

Estimated 300 hours total at \$85.00/hour for:

- | | |
|---|-------------|
| • Treatment | \$25,500.00 |
| • Data updates and IEP Development/ Progress Reports | \$5,650.00 |
| • Estimated 8 Evaluations total (initial/Rev.) at \$350.00 each Not to exceed | \$2,800.00 |

Total school year cost not to exceed: **\$33,950.00**

Moved by:

Seconded by:

Ayes:

Nays:

- 24. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Meg Lipper, BCBA, for the 2019-2020 school year, at the following hours and rates:

Estimated 20 hours at \$90.00/hour for:

- | | |
|-------------------------|------------|
| • BCBA Instruction/Home | |
| Not to exceed: | \$1,800.00 |

Estimated 220 hours at \$90.00/hour for:

- | | |
|---------------------------|-------------|
| • BCBA Instruction/School | |
| Not to exceed: | \$19,800.00 |

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Estimated 40 hours at \$55.00/hour for:

- Curriculum Development/Data Review

Not to exceed: \$2,200.00

Total school year cost not to exceed:

\$23,800.00

Moved by:

Seconded by:

Ayes:

Nays:

- 25. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Debbie Rosenson, School Social Worker, for the 2019-2020 school year, at the following hours and rates:

Up to 10 evaluations per year at \$325 per evaluation **\$3,250.00**

Moved by:

Seconded by:

Ayes:

Nays:

- 26. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Linda Costello, Language Arts Consultant, for the 2019-2020 school year, at the following hours and rates:

- 12 hours per month for a period of 10 months
- \$85 per hour
 - o 120 hours * \$85/hour = not to exceed \$10,200

Moved by:

Seconded by:

Ayes:

Nays:

- 27. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at Newmark School (Student 260256) for the 2019-2020 school year, at the following daily/yearly rates:

Estimated 180 days at \$318.74/day for:

- September 1, 2019 through June 30, 2020

Total school year cost not to exceed:

\$57,373.20

Moved by:

Seconded by:

Ayes:

Nays:

- 28. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at PG Chambers (Student 280447) for the 2019-2020 school year, at the following daily/yearly rates:

Estimated 180 days at \$398.68/day for:

- September 1, 2019 through June 30, 2020

Total school year cost not to exceed: \$71,762.40

Moved by:

Seconded by:

Ayes:

Nays:

- 29. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of The Ambulatory Care Center at St. Barnabas (Hearing & Cranial Facial Center) for the 2019-2020 school year for the following evaluations:

Auditory Processing Evaluations **\$700.00 each**

Audiological Evaluations **\$500.00 each**

Moved by:

Seconded by:

Ayes:

Nays:

- 30. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of St. Joseph's Child Development Center (Dr. Aparna Mallik & Dr. Poorvi Patel) for the 2019-2020 school year for the following evaluations:

Pediatric Neurological Evaluations **\$450.00 each**

Moved by:

Seconded by:

Ayes:

Nays:

- 31. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Bryan Fennelly for the 2019-2020 school year for the following evaluations:

Pediatric Psychiatric Evaluations **\$850.00 each**

Moved by:

Seconded by:

Ayes:

Nays:

- 32. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Mercedes Paine for the 2019-2020 school year for the following evaluations:

Pediatric Psychiatric Evaluations **\$1,550.00 each**

Moved by:

Seconded by:

Ayes:

Nays:

- 33. RESOLVED** that the Board of Education approves the appointment of Dr. Michele Nitti as medical inspector for the 2019-2020 school year, at a rate of \$200.00 per employee physical examination.

Moved by:

Seconded by:

Ayes:

Nays:

- 34. RESOLVED** that the Board of Education approves the substitute rate of pay for the 2019-2020 school year as follows:

| | |
|---------|-----------|
| Teacher | \$90/day |
| Nurse | \$150/day |

Moved by:

Seconded by:

Ayes:

Nays:

X. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01 – 33.

- 1. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Steven J. Lella for the 2019-2020 school year.

NOTE: Copy of contract with BA

Moved by:

Seconded by:

Ayes:

Nays:

- 2. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative salaries for the 2019-2020 school year:

| | | |
|-------------------|----------------------|-----------------|
| Michelle Gadaleta | Superintendent | \$153,967 |
| | Successive Contracts | \$ 3,179 |
| | Principal | <u>\$ 5,000</u> |
| | | \$162,146 |

| | | |
|-----------------|------------------------|-----------|
| Steven J. Lella | Business Administrator | \$108,000 |
|-----------------|------------------------|-----------|

Moved by: Seconded by:

Ayes: Nays:

- 3. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Ashley Messer, School Nurse, effective June 30, 2019.

Moved by: Seconded by:

Ayes: Nays:

- 4. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following teaching staff for the 2019-2020 school year:

| Name | FTE | Guide | Step | 19-20 Salary | Position | 5/29/19 EF YOS |
|--------------------|------|---------|------|--------------|-----------------------------|-------------------|
| Michelle Barshay | 1.00 | BA +30 | 11 | \$71,843 | BSI | 12.7 |
| Marisa Burger | 1.00 | MA + 15 | 5 | \$64,842 | 2 nd | 4.7 |
| Sara Christopher | 1.00 | MA + 15 | 5 | \$64,842 | 6 th | 7.7 |
| Monica Craveiro | 1.00 | MA | 6 | \$64,567 | 5 th | 8.7 |
| Nicole Criscione | 1.00 | MA | 5 | \$63,651 | 5 th – Inclusion | 5.7 |
| Rory Duarte | 1.00 | BA | 2 | \$56,145 | Pre K – Inclusion | .7 |
| Debbie Emma | 1.00 | BA | 17 | \$84,999 | BSI | 12.7 |
| Laurie Fischer | .60 | MA | 7 | \$39,290 | Speech | 1.7 |
| Candice Fitzgerald | 1.00 | BA +15 | 5 | \$60,555 | 2 nd | 6.7 |
| Jaclyn Franz | 1.00 | BA | 3 | \$56,645 | 4 th – Inclusion | 2.7 |
| Lauren Geleailen | 1.00 | BA | 4 | \$57,493 | 4 th – Inclusion | 1.7 |
| Kristen Kowalski | 1.00 | BA + 30 | 3 | \$60,933 | 3 rd | 1.7 |
| Molly Livio | 1.00 | BA +15 | 5 | \$60,555 | K | 2.7 |
| Katie MacKenzie | 1.00 | MA +30 | 6 | \$67,902 | 2 nd – Inclusion | 8.7 |
| Catherine McNish | 1.00 | BA + 30 | 6 | \$63,615 | Art/STEAM | 6.7 |

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| | | | | | | |
|-------------------|------|-----------|----|----------|----------------------------------|------|
| Allison Myers | 1.00 | MA | 2 | \$61,386 | 6 th - Inclusion | .7 |
| Patricia Pakonis | .40 | BA | 3 | \$22,658 | Spanish | 1.7 |
| Laura Quinn | 1.00 | BA | 6 | \$59,327 | Pre K | 4.7 |
| Rebecca Santin | .60 | MA | 2 | \$36,832 | Art Therapist | .7 |
| Rosalie Takkel | 1.00 | BA +30 | 9 | \$67,781 | K – Inclusion | 11.7 |
| Kimberly Trafford | .60 | MA + 15 | 5 | \$38,905 | Media | 5.6 |
| Michelle Truchel | 1.00 | BA | 3 | \$56,645 | 4 th /5 th | 2.7 |
| Katie Vetere | 1.00 | MA | 7 | \$65,483 | 5 th – Inclusion | 1.7 |
| John Viggiano | 1.00 | MA | 9 | \$68,732 | Phys Ed | 11.5 |
| Jeanine Whitman | 1.00 | MA +30 | 14 | \$84,727 | LDTC – CST | 11.7 |
| Tracie Wieczorek | 1.00 | MA | 5 | \$63,651 | 3 rd – Inclusion | .7 |
| | | | | | | |
| Dorotea Banek | 1.00 | MA +30 | 18 | \$96,196 | 4 th /6 th | 21.4 |
| | | Longevity | | \$1,400 | | |
| | | Total | | \$97,596 | | |
| | | | | | | |
| Laura Brutman | 1.00 | MA | 11 | \$72,796 | 1 st | 13.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$73,896 | | |
| | | | | | | |
| Nina Buonomo | 1.00 | MA +15 | 15 | \$85,582 | 6 th /5 th | 17.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$86,682 | | |
| | | | | | | |
| Jackie Castellano | 1.00 | MA +30 | 18 | \$96,196 | Technology | 29.7 |
| | | Longevity | | \$1,400 | | |
| | | Total | | \$97,596 | | |
| | | | | | | |
| Catherine Codella | .40 | MA | 13 | \$31,411 | Art Therapist | 15.7 |
| | | Longevity | | \$550 | | |
| | | Total | | \$31,961 | | |
| | | | | | | |
| Kristin Gann | 1.00 | BA | 18 | \$86,677 | K | 16.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$87,777 | | |
| | | | | | | |
| Susan Hacker | 1.00 | MA | 11 | \$72,796 | 4 th | 13.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$73,896 | | |

AGENDA**May 29, 2019**

| | | | | | | |
|----------------|------|-----------|----|----------|-----------------------------|------|
| Deana Hromoko | 1.00 | MA +30 | 14 | \$84,727 | 1 st – Inclusion | 19 |
| | | Longevity | | \$1,400 | | |
| | | Total | | \$86,127 | | |
| Lisa Massaro | 1.00 | MA +15 | 18 | \$93,896 | 3rd | 20.7 |
| | | Longevity | | \$1,400 | | |
| | | Total | | \$95,296 | | |
| Kelly Mitchell | 1.00 | MA +15 | 12 | \$76,746 | 1 st | 14.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$77,846 | | |
| Judi Reynolds | 1.00 | MA +30 | 17 | \$93,599 | BSI | 19.7 |
| | | Longevity | | \$1,400 | | |
| | | Total | | \$94,999 | | |
| John Trogani | 1.00 | BA | 11 | \$67,559 | Music | 13.7 |
| | | Longevity | | \$1,100 | | |
| | | Total | | \$68,655 | | |

Moved by:

Seconded by:

Ayes:

Nays:

- 5. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2019-2020 school year, 184 days:

| | | | |
|-----------------------|----------|-----------|----------|
| Nancy Cannon | 7 hr/day | @ \$20/hr | \$25,760 |
| Susan FitzGibbon | 7 hr/day | @ \$20/hr | \$25,760 |
| Gema Kearns | 7 hr/day | @ \$20/hr | \$25,760 |
| Patricia Pakonis (.6) | 7 hr/day | @ \$20/hr | \$15,456 |

Moved by:

Seconded by:

Ayes:

Nays:

- 6. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following custodial salaries for the 2019-2020 school year:

| | |
|------------------|----------|
| Santiago Galindo | \$43,522 |
| Adi Sulistyo | \$79,808 |
| Lucy Sulistyo | \$44,369 |

Moved by:

Seconded by:

Ayes:

Nays:

- 7. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following 12-month support staff salaries for the 2019-2020 school year:

| | | |
|------------------|--------------------------|----------|
| Lisa Evangelista | Administrative Assistant | \$51,400 |
| Beth Leggett | Administrative Assistant | \$60,450 |
| Marco Pannullo | Computer/IT Technician | \$58,000 |

Moved by:

Seconded by:

Ayes:

Nays:

- 8. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following list of updated job description(s):

Computer/IT Technician

Moved by:

Seconded by:

Ayes:

Nays:

- 9. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2019-2020 school year at the contractual rate:

| | |
|-------------------|--|
| Judi Reynolds | Lead Teacher - \$5,000 |
| Jackie Castellano | Technology Coordinator - \$5,000 |
| Jeanine Whitman | Child Study Team Coordinator - \$5,000 |
| Deana Hromoko | Student Council - \$500 per |
| Laura Quinn | Student Council - \$500 per |
| Dorotea Banek | Camp - \$800 |

AGENDA

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| | |
|-----------------------|---|
| Nina Buonomo | Camp - \$800 |
| Sara Christopher | Camp - \$800 |
| Katie McNish | Camp - \$800 Alternate |
| Allison Myers | Camp - \$800 |
| John Trogani | Camp - \$800 |
| John Viggiano | Camp - \$800 |
| EFPD Officer | Camp - \$800 |
| Nurse | Camp - \$800 |
| | |
| Nina Buonomo | Sixth Grade Sleepover - \$250 |
| Sara Christopher | Sixth Grade Sleepover - \$250 |
| Catherine Codella | Sixth Grade Sleepover - \$250 |
| Katie McNish | Sixth Grade Sleepover - \$250 |
| Allison Myers | Sixth Grade Sleepover - \$250 |
| Rebecca Santin | Sixth Grade Sleepover - \$250 Alternate |
| John Trogani | Sixth Grade Sleepover - \$250 |
| John Viggiano | Sixth Grade Sleepover - \$250 |
| Nurse | Sixth Grade Sleepover - \$250 |
| | |
| Michelle Barshay | Lunch/Recess \$40 per session |
| Rory Duarte | Lunch/Recess \$40 per session |
| Jaclyn Franzi | Lunch/Recess \$40 per session |
| Lauren Geleailen | Lunch/Recess \$40 per session |
| Kristen Kowalski | Lunch/Recess \$40 per session |
| Molly Livio | Lunch/Recess \$40 per session |
| Allison Myers | Lunch/Recess \$40 per session |
| Patricia Pakonis | Lunch/Recess \$40 per session |
| Marco Pannullo | Lunch/Recess \$40 per session |
| Rebecca Santin | Lunch/Recess \$40 per session |
| John Trogani | Lunch/Recess \$40 per session |
| Tracie Wiczorek | Lunch/Recess \$40 per session |
| Katie Vetere | Lunch/Recess \$40 per session |
| John Viggiano | Lunch/Recess \$40 per session |
| Alternates: All Staff | Lunch/Recess Duty - \$40 per session |

Moved by:

Seconded by:

Ayes:

Nays:

- 10. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Waiver Application for Michelle V. Gadaleta to serve as Sole Administrator for the Essex Fells School District for 2019-2020.

Moved by:

Seconded by:

Ayes:

Nays

- 11. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that the annual teacher evaluations will be conducted through the STRONGE & Associates model, and

BE IT FURTHER RESOLVED that the Superintendent and Business Administrator's evaluation tools are District-developed.

Moved by:

Seconded by:

Ayes:

Nays:

- 12. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Agreement between the Essex Fells School District and Drew University - Inservice Teacher Education during the 2019-2020 school year for three half-day workshops at a total of \$4,350.

Moved by:

Seconded by:

Ayes:

Nays:

- 13. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves the employment of the following student assistants in the custodial department for the 2019 summer, for a total of 75 hours each.

| | |
|----------------|------------|
| Joseph Appello | \$10.00/hr |
| Nick McNish | \$10.00/hr |

Moved by:

Seconded by:

Ayes:

Nays:

- 14. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Jackie Castellano as Technology Coordinator for Summer 2019 at the contracted rate, not to exceed 50 hours.

Moved by:

Seconded by:

Ayes:

Nays:

- 15. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Judi Reynolds as Lead Teacher, as needed, for Summer 2019 at the contracted rate, not to exceed 50 hours.

Moved by:

Seconded by:

Ayes:

Nays:

- 16. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Extended School Year (ESY) Program for Summer 2019, and

BE IT FURTHER RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following staff members for the 2019 Extended School Year (ESY) Program Mondays-Thursdays, July 1 – August 1, from 9:00am – 1:00pm, including one half hour additional per day for planning at the following rates:

| | |
|-----------------|--|
| Jeanine Whitman | CST Coordinator (not to exceed 50 hours) at the contracted rate |
| Jaclyn Franzi | Special Ed Teacher at the contracted rate |
| Katie MacKenzie | Special Ed Teacher at the contract rate |
| Laurie Fischer | Speech at the contracted rate |
| Marisa Burger | Paraprofessional at \$20/hour |

NOTES: Michelle V. Gadaleta, ESY Supervisor

Moved by:

Seconded by:

Ayes:

Nays:

- 17. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Professional Services Agreements for Related Services for students in accordance with their IEP's for the Extended School Year (Summer 2019) Program as follows:

OT: Kaleidoscope Education Services

Estimated 32.5 hours total at \$85.70/hour for:

- Treatment

Total summer cost not to exceed: **\$2,785.25**

PT: Wellness & Rehabilitation Services

Estimated 5 hours total at \$80.00/hour for:

- Treatment

Total summer cost not to exceed: **\$400.00**

BCBA: Meg Lipper

Estimated 7.5 hours total at \$90.00/hour

Not to exceed: **\$675.00**

Total summer cost not to exceed: **\$3,860.25**

Moved by:

Seconded by:

Ayes:

Nays:

- 18. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for Newmark School for Summer 2019 in the following amount:

30 days total at \$318.74/day

Total Summer Program Not to Exceed

\$9,562.20

Moved by:

Seconded by:

Ayes:

Nays:

- 19. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for PG Chambers for Summer 2019 in the following amount:

30 days total at \$398.68/day

Total Summer Program Not to Exceed

\$11,960.40

Moved by:

Seconded by:

Ayes:

Nays:

- 20. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, contracting with Kaleidoscope Education Services for Occupational Therapist Services for the 2019-2020 school year at a rate of up to \$85.70 per hour.

Moved by:

Seconded by:

Ayes:

Nays:

- 21. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following contracts with the Essex Regional Educational Services Commission for the 2019-2020 School Year:

1. Transportation of Special Education and / or specific destinations of school students (Revised)
2. Public School Child Study Team Evaluations
3. Addendum to the Public School Child Study Team for Additional Services

NOTE: Contracts with BA

Moved by:

Seconded by:

Ayes:

Nays:

22. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on (May 29th, 2019) the governing body of the Essex Fells BOE, County of Essex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This **RESOLUTION** shall be known and may be cited as the Cooperative Pricing Resolution of the Essex Fells BOE

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Essex Fells BOE is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage for the 2019-20 School Year.

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into

Cooperative Pricing Agreements; and

WHEREAS, the Morris-Union Jointure Commission, hereinafter referred to as the "Lead Agency," has offered voluntary participation in a Cooperative Pricing System known as the "Educational Cooperative Pricing System" for the purchase of Professional Learning; and

AGENDA

May 29, 2019

WHEREAS, the Essex Fells School District within the County of Essex, New Jersey, desires to participate in the Educational Cooperative Pricing System;

NOW, THEREFORE, BE IT RESOLVED, by the Essex Fells Board of Education as follows:

AUTHORITY

As directed by N.J.S.A.18A:18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Essex Fells Board of Education shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage for the 2019-20 School Year.

Moved by:

Seconded by:

Ayes:

Nays:

- 23. RESOLVED** that the Board of Education, as recommended by the Superintendent, extends thanks to the PTA and Essex Fells Foundation for Educational Excellence for their donations and support of the school throughout the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 24. RESOLVED** that the Board of Education recognizes the Essex Fells Foundation for Educational Excellence and the Essex Fells PTA as official parent support Organizations for the 2019-2020 school year in accordance with Policy #9210; and

BE IT FURTHER RESOLVED that the activities/functions scheduled by these organizations will be brought to the attention of the Board.

AGENDA

May 29, 2019

Moved by:

Seconded by:

Ayes:

Nays:

- 25. 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: Out-of-District School Tour

Location: Newmark School, Scotch Plains, NJ

Date: 5/16/19

Cost: \$14.63 mileage

Staff Member(s): Steve Lella

Event: 2018019 Annual NJASBO Conference

Location: Borgata, Atlantic City

Date: 6/5-7/19

Cost: \$616.28 Total (\$275.00 Conference; \$249.16 Lodging; \$92.12 Mileage)

Staff Member(s): Monica Craveiro

Event: Google for Education Fundamentals Training

Location: EFS

Date: 6/7/19

Cost: \$0

Staff Member(s): Judi Reynolds

Event: ADHD in Children and Adolescents Advances in Diagnosis,
Treatment and Management Workshop

Location: EFS – Live Webcast Viewing

Date: 6/11/19

Cost: \$199.99

Moved by:

Seconded by:

Ayes:

Nays:

- 26. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Susan FitzGibbon, Maternity/Disability Replacement Teacher, BA, Step 1, at a prorated salary of \$8,256.00 from on or about May 13 to June 21, 2019.

Moved by:

Seconded by:

Ayes:

Nays:

- 27. RESOLVED** that the Board of Education accepts and approves, as recommended by

AGENDA

May 29, 2019

the Superintendent, the following West Essex Senior Service Students to volunteer at EFS from May 20, 2019 - June 18, 2019:

| <u>Student</u> | <u>Cooperating Teacher</u> |
|----------------------|----------------------------|
| Alexis Cruz | Jackie Castellano |
| Matt Fierstein | John Viggiano |
| Samantha Haas | John Trogani |
| Katrina Hannan | Dorotea Banek |
| Isabelle Rombough | Nina Buonomo |
| Noah Rombough | Sara Christopher |
| Kouros Sadeghi-Nejad | Katie McNish |

Moved by:

Seconded by:

Ayes:

Nays:

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

Deneyce Ackerman

Teacher \$90/day

Moved by:

Seconded by:

Ayes:

Nays:

- 29. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Nursing Agencies to provide substitute nursing services to the 2019-2020 school year:

Bayada Pediatrics
Delta-T Group
Epic Health Services

Moved by:

Seconded by:

Ayes:

Nays:

- 30. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Security Drill Statement of Assurance for the 2018-2019 school year to the County Office of Education.

Moved by:

Seconded by:

Ayes:

Nays:

- 31. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Harassment, Intimidation & Bullying and Violence & Vandalism reports for the 2018-2019 school year to the County Office of Education.

Moved by:

Seconded by:

Ayes:

Nays:

- 32. RESOLVED** that the Board of Education enters into an agreement for software services for the 2019-2020 school year with Frontline in the amount of \$7,733.51 used for the creation and modification of individualized education programs for students with special needs.

Moved by:

Seconded by:

Ayes:

Nays:

- 33. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request for the following:

Essex Fells Recreation Department
EFS Fields
Monday-Friday: 6/1/19-8/15/19
4:00pm-Dusk

Moved by:

Seconded by:

Ayes:

Nays:

XI. Business Administrator's Report

- Ch. 47 - Report of Awarded Contracts
- BOE Open Member Positions – January 2020
- 2019-20 Safety Grant
- Lunch Tables
- Printer Lease Program
- June 19th BOE Meeting Date

XII. Business Resolutions

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

1. **RESOLVED** that the Board of Education accepts the minutes of the following meeting(s):

| | |
|---------------------------|---------|
| Regular Meeting Minutes | 3/13/19 |
| Executive Session Minutes | 3/13/19 |

| | |
|-----------|--------------|
| Moved by: | Seconded by: |
|-----------|--------------|

| | |
|-------|-------|
| Ayes: | Nays: |
|-------|-------|

2. **RESOLVED** that the Board of Education approves bills and claims for May in the total amount of \$120,185.55 & \$16,251.43 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for April as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$351,229.72 including \$327,253.03 for the gross payroll, \$5,021.73 for the Board's share of FICA/Medicare and \$18,954.86 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 April;

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

AGENDA

May 29, 2019

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 April as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

- 5. RESOLVED**, that the Board of Education approves the submission of a request to the Executive County Superintendent of Schools for renewal of the required waiver of toilet facilities for Kindergarten classrooms 201 and 202 for the 2019-2020 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. RESOLVED** that the Essex Fells Board of Education hereby approves the submission of a grant application for the Safety Grant Program through the New Jersey Schools Insurance Group's ERIC NORTH Subfund for the purposes described in the application, in the amount of \$2,040 for the period July 1, 2019 through June 30, 2020.

Moved by:

Seconded by:

Ayes:

Nays:

- 7. RESOLVED** that the Essex Fells Board of Education accepts the donation of \$172.50 from Robin Wilson to register EFS in the Scripps National Spelling Bee Program.

Moved by:

Seconded by:

Ayes:

Nays:

XIII. Meeting Open for Public Comment**XIV. Resolution to Enter Executive Session**

BE IT RESOLVED that the Board shall enter into executive session immediately following this meeting to discuss the Superintendent's Contract, personnel, safety & security, and 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:

XV. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned. The next **Regular Meeting** of the Board of Education is scheduled for **Wednesday, June 19, 2019 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

2018-2019 Enrollment Count

| Teacher | Section | Total | M | F |
|-----------------------------|---------|-------|-----|-----|
| Mrs. Quinn/Ms. Duarte | PS/AM | 14 | 9 | 5 |
| Mrs. Quinn/Ms. Duarte | PS/PM | 14 | 7 | 7 |
| Mrs. Gann | KG | 13 | 6 | 7 |
| Ms. Livio/Mrs. Takkel | KL/T | 14 | 5 | 9 |
| Mrs. Brutman/Mrs. Hromoko | 1B/H | 17 | 9 | 8 |
| Ms. Mitchell | 1M | 18 | 9 | 9 |
| Ms. Burger/Mrs. MacKenzie | 2B/M | 14 | 6 | 8 |
| Mrs. Fitzgerald | 2F | 15 | 8 | 7 |
| Ms. Kowalski /Mrs. Vetere | 3K/V | 20 | 10 | 10 |
| Mrs. Massaro/Ms. Wieczorek | 3M/W | 21 | 10 | 11 |
| Mrs. Banek/Ms. Geleailen | 4B/G | 20 | 10 | 10 |
| Mrs. Hacker/Ms. Franzi | 4H/F | 19 | 10 | 9 |
| Ms. Craveiro | 5C | 14 | 9 | 5 |
| Mrs. Criscione/Mrs. Truchel | 5C/T | 15 | 11 | 4 |
| Mrs. Buonomo | 6B | 13 | 5 | 8 |
| Mrs. Christopher/Ms. Myers | 6C/M | 12 | 4 | 8 |
| TOTAL | | 253 | 128 | 125 |
| Out-of-District | | 2* | | |
| FINAL TOTALS | | 255 | | |

*Total includes 2 out-of-district students

Fire Drills: 2018-2019

| Month | Fire Drill | Emergency Drill |
|-----------|------------|------------------------------------|
| September | 9-17-18 | Lockdown 9-21-18 |
| October | 10-24-18 | Security Visit – Lockdown 10-29-18 |
| November | 11-29-18 | Shelter in Place 11-27-18 |
| December | 12-18-18 | Lockdown 12-19-18 |
| January | 1-29-19 | Lockdown 1-28-19 |
| February | 2-8-19 | Lockdown 2-28-19 |
| March | 3-15-19 | Lockdown 3-27-19 |
| April | 4-3-19 | Lockdown 4-17-19 |
| May | 5-6-19 | Shelter in Place 5-13-19 |
| June | | |

HIB / V&V Report

| As of Date of BOE Meeting | 10/3/18 | 10/17/18 | 11/14/18 | 12/19/18 | 1/16/19 | 2/22/19 | 3/13/19 | 4/17/19 | 5/29/19 | 6/19/19 |
|---------------------------|---------|----------|----------|----------|---------|---------|---------|---------|---------|---------|
|---------------------------|---------|----------|----------|----------|---------|---------|---------|---------|---------|---------|

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| | | | | | | | | | |
|--------------------------------|---|---|---|---|---|---|---|---|---|
| TOTAL # of Reported Incidents | 0 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 |
| Number of Unfounded Incidents | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of Founded Incidents | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| Violence & Vandalism Incidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 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 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.