

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

**WEDNESDAY, OCTOBER 3, 2018
WORKSHOP 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 on September 17, 2018. Agendas were subsequently 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. Shani Drogin, President
Mrs. Kris Huegel, Vice-President
Mrs. Bethany Buccino
Dr. Steven LoCascio
Mrs. Debra Tedesco

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. Buildings & Grounds

- Sidewalk Upgrade: Essex Road & Hilltop
- Architect Meetings

VI. Curriculum & Instruction

- NJDOE – Updated Guidance: Implementation of Daily Recess for Kindergarten through Grade Five Students
- Annual Field Trip Location List
- 6th Grade Configuration
- State Standardized Assessment Notification

VII. Finance

- 2017-18 Audit Start Date
- Superintendent Tuition Transfer Credit & Clerical Adjustment
- 2018-19 Preschool Refunds

VIII. Policy

- Updating Policy 5500–Expectations for Pupil Conduct – to reflect changes to our Student Parent/Handbook

IX. Personnel (Public Items only)

- Workers Compensation Reimbursement

X. Superintendent's Report

- Date for Community Discussion with PTA and EFFEE
- School Photo Vendor
- Professional Development

XI. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01-08.

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, Debbie Emma, Katie MacKenzie
Event: Wilson Reading System 4th Edition Institute
Location: Saddle Brook Marriott, Saddle Brook, NJ
Date: 10/16-17/18
Cost: \$467.60 (fee - \$449.00 + mileage - \$18.60) per person

Staff Member(s): Jeanine Whitman
Event: Managing Anxiety & Depression Among Students Workshop
Location: Mayfair Farms
Date: 10/24/18
Cost: \$0

Staff Member(s): Ashley Messer
Event: Immunization Review Workshop
Location: Livingston, NJ
Date: 10/26/18
Cost: \$0

Staff Member(s): Steve Lella
Event: NJSIG Subfund Meeting
Location: Teaneck Marriott, Teaneck, NJ
Date: 11/2/18
Cost: \$0

Staff Member(s): Katie MacKenzie
Event: Creating Health & Balance in Today's Classroom Training
Location: Tenafly, NJ
Date: 11/16-18/18, 12/1-2/18
Cost: \$1,770.00

Staff Member(s): Jaclyn Franzi, Lauren Geleailen
Event: Strengthen Your Special Needs Students' Executive Function Skills Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 11/20/18
Cost: \$259.00 per person

Staff Member(s): Judi Reynolds
Event: Over 75 Quick, On the Spot Techniques for Children and Adolescents with Emotional and Behavioral Problems Workshop
Location: Sheraton Parsippany Hotel, Parsippany, NJ
Date: 11/29/18
Cost: \$206.22 (fee - 199.99 + mileage - \$6.23)

Staff Member(s): Laurie Fischer
Event: Self -Regulation & Executive Functioning Skills Workshop
Location: Livingston, NJ
Date: 12/1-2/18
Cost: \$435.00

Staff Member(s): Kimberly Trafford
Event: NJASL 2018 Fall Conference
Location: Long Branch, NJ
Date: 12/2-4/18
Cost: \$175.00

Staff Member(s): Catherine Codella, Jeanine Whitman
Event: Mental Health Issues in the Classroom
Location: Hilton Garden Inn, Edison/Raritan Center
Date: 12/7/18
Cost: \$229.79 per person (fee - \$199.99 + mileage - \$29.80)

Staff Member(s): Lisa Massaro
Event: Conquer Mathematics
Location: Pompton Plains, NJ
Date: 12/10/18, 1/17/19, 3/14/19
Cost: \$465.00

Staff Member(s): Judi Reynolds
Event: Best Instructional Strategies for Challenging/Motivating Your Gifted/Talented Students Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 12/11/18
Cost: \$270.98 (fee - \$269.00 + mileage - \$1.98)

Staff Member(s): Candice Fitzgerald
Event: Effectively Dealing with Disruptive Students Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 12/17/18
Cost: \$269.00

Staff Member(s): Laura Brutman
Event: Yoga and Mindfulness in the Classroom Workshop
Location: Fairfield, NJ
Date: 1/30/19
Cost: \$199.99

Moved by: Seconded by:

Ayes: Nays:

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

Brownies Monthly Meeting
Gymnasium, 3:05-4:00pm
Fridays: 10/5/18, 11/2/18, 12/7/18, 1/4/19, 2/8/19, 3/1/19, 5/3/19

EFRD Youth Basketball Program Grades 3-6
Gymnasium, 4:30-7:45pm
Monday-Friday: 11/12/18-3/15/19 (will adjust for school functions)
* Some Saturday mornings – dates: TBD

Moved by: Seconded by:

Ayes: Nays:

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student teacher from Montclair State University:

Student Observer: Allison Smeriglio
Cooperating Teacher: Candice Fitzgerald
Fall 2018 Semester, 1 day/week-3 hours/day

Moved by: Seconded by:

Ayes: Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition to the substitute list for the 2018-2019 school year, at \$90/day, pending the criminal history/background check and “Pass the Trash” documentation:

Jackie Savarese

Teacher

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract for nursing services with Bayada Home Health Care, Inc. for the 2018-2019 school year.

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the attached list of possible Field Trip locations for the 2018-2019 school year.

NOTE: List attached

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following bylaws/policies/regulations:

P&R 1613 Disclosure and Review of Applicant’s Employment History (New)

P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)

P&R 5561 Use of Physical Restraint and Seclusion Techniques for Students
with Disabilities (Revised)

P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Carol Flippen, OT, on an as-needed basis to cover Occupational Therapy Services in the absence of Lori Franklin, OT, OT Kids Connection, for the 2018-2019 school year.

Moved by:

Seconded by:

Ayes:

Nays:

XII. Business Resolutions

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

1. **RESOLVED** that the Board of Education approves bills and claims for October in the total amount of \$222,159.34 as certified by the Business Administrator/ Board Secretary.

Moved by:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

3. **RESOLVED** that the Board of Education accepts and approves the tuition reimbursement credit transfer for Michelle V. Gadaleta in the amount of \$600.00.

Moved by:

Seconded by:

Ayes:

Nays:

XIII. 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 Architect RFP. 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

RESOLVED that this workshop meeting of the Board of Education be adjourned at ____ P.M. The next Board of Education Meeting will be held on Wednesday, October 17, 2018, at 7:30 pm in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays: