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

# WEDNESDAY, OCTOBER 5, 2016 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 22, 2016. 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. <u>Call to Order – 7:30 P.M.</u>

## 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

## V. <u>Buildings & Grounds</u>

- Playground Fence / Vandalism
- Fire Panel Installation
- Use of Facilities Fee
- Field Maintenance

#### VI. <u>Curriculum & Instruction</u>

• October 17-21: Week of Respect / School Violence Awareness Week

## VII. Finance

2015-16 Audit

# VIII. Policy

Discussion

Recodification to	Policy and Regulation Guide Updates		
P 1220	Employment of Chief School Administrator (M) (Revised)		
P 1310	Employment of School Business Administrator/Board Secretary (Revised)		
P 3111	Creating Positions (Revised)		
P 3124	Employment Contract (Revised)		
P 3125	Employment of Teaching Staff Members (M) (Revised)		
P 3125.2	Employment of Substitute Teachers (Revised)		
P&R 3126	District Mentoring Program (Revised)		
P 3141	Resignation (Revised)		
P&R 3144	Certification of Tenure Charges (Revised)		
P 3159	Teaching Staff Member/School District Reporting Responsibilities (Revised)		
P 3231	Outside Employment as Athletic Coach (Revised)		
P 3240	Professional Development for Teacher and School Leaders (M) (Revised)		
R 3240	Professional Development for Teacher and School Leaders (Revised)		
P&R 3244	In-Service Training (M) (Abolished)		
P 4159	Support Staff Member/School District Reporting Responsibilities (Revised)		
P 5305	Health Services Personnel (Revised)		
R 5330	Administration of Medication (M) (Revised)		
P 5350	Student Suicide Prevention (Revised)		
R 5350	Student Suicide (Revised)		
P 9541	Student Teachers/Interns (Revised)		

# IX. <u>Personnel (Public Items only)</u>

• New Hire

#### X. Old Business / Board Discussion

- Preschool Registration Procedures
- EFRD Bathroom Facilities
- Back-To-School Night 2017

## XI. New Business / Board Discussion

- Outside Speakers Volume
- 2016 National Blue Ribbon School Award
- Halloween Costumes

## XII. Superintendent's Resolutions

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

**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): Catherine McNish Event: Story and Art 2016 Conference

Location: Ocean Place Resort & Spa, Long Branch, NJ

Date: 10/9-10/16 Cost: \$200.00

Staff Member(s): Jaclyn Franzi, Susan Hacker Event: Open Ended Questions – Grade 4 Workshop

Location: Conquer Mathematics

Date: 10/17/16

Cost: \$135 (per person)

Staff Member(s): Katelyn Brower, Monica Craveiro Event: Grade 5 Open-Ended Questions Workshop Location: Conquer Mathematics, Pompton Plains

Date: 10/19/16

Cost: \$135 (per person)

Staff Member(s): Laura Adair, Michelle Liebler Event: NGSS Fundamentals K-5 Workshop

Location: MSU Date: 10/21/16 Cost: \$0

Staff Member(s): Katie MacKenzie, Catherine McNish, Judi Reynolds

Event: HIB Training

Location: NJ Law Center, New Brunswick, NJ

Date: 11/17/16

Cost: \$23.74 (mileage per person)

Staff Member(s): Laura Brutman, Gail Ellowitch,

Event: HIB Training

Location: NJ Law Center, New Brunswick, NJ

Date: 11/17/16

Cost: \$21.58 (mileage per person)

Staff Member(s): Noell Gomez

Event: Connected Mathematics Project 3 Workshop

Location: Conquer Mathematics Date: 11/28/16, 1/6/17, 2/9/17, 3/10/17 Cost: \$135.00 per session (\$540.00 total)

Staff Member(s): Katelyn Brower

Event: Numbers & Operations – Fractions Part 1 Workshop

Location: Conquer Mathematics, Pompton Plains

Date: 12/1/16 Cost: \$135.00

Staff Member(s): Katelyn Brower, Monica Craveiro Event: Grade 5 Literature in Math Workshop Location: Conquer Mathematics, Pompton Plains

Date: 12/8/16

Cost: \$135.00 (per person)

Staff Member(s): Laura Adair, Kristin Gann, Candice Fitzgerald, Kelly Mitchell

**Event: HIB Training** 

Location: NJ Law Center, New Brunswick, NJ

Date: 12/15/16

Cost: \$21.58 mileage (per person)

Staff Member(s): Katelyn Brower

Event: Numbers & Operations – Fractions Part 2 Workshop

Location: Conquer Mathematics, Pompton Plains

Date: 1/4/17 Cost: \$135.00

Staff Member(s): Jackie Castellano

Event: NJECC Location: MSU

Date: 9/16/16, 10/21/16, 11/18/16, 12/16/16

1/10-12/17 (Conference), 2/24/17, 3/17/17, 4/28/17, 5/19/17, 6/9/17

Cost: \$0

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:

Girl Scouts – First Grade Media Center – 3:05-4:00pm 10/7/16, 11/4/16, 12/8/16, 1/6/17, 2/3/17, 3/3/17, 5/12/17

Girl Scout Brownie Troop 20410 Media Center – 3:05-4:15pm 10/21/16, 11/18/16, 12/16/16, 1/20/17, 2/10/17, 3/10/17, 4/21/17, 5/19/17

Essex Fells Recreation Department - Youth Basketball, Grades 3-6 Gymnasium – 4:30-7:45pm

Monday Friday 11/28/16 2/10/17

Monday - Friday: 11/28/16 - 3/10/17

Moved by: Seconded by:

Ayes: Nays:

3.	Su	perintender		-		, as recommended by the the 2016-2017 school year
			Susan Fitzgibbon	7 hr/day	\$18/hr	\$23,184
			Moved by:		Seconded b	py:
			Ayes:		Nays:	
4.	St	uperintende		ions to the 201		s, as recommended by the titute List at \$85/day, pending
			Alaina Sacci	Teach	er	
			Moved by:		Seconded b	py:
			Ayes:		Nays:	
RI			t the Board of Education  (ED) that the Board of I			lutions #01-03.  tes of the following meetings:
	1.	RESOL V	ED that the Board of	Education acce	pts the illinu	tes of the following meetings.
			Regular Meeting Min Executive Session M		6/15/16	
			Regular Meeting Min		6/15/16 7/20/16	
			Executive Session M		7/20/16	
			Moved by:		Seconded b	py:
			Ayes:		Nays:	
	2.	2. <b>RESOLVED</b> that the Board of Education approves the bills and claims for September 2010 in the total amount of \$22,941.14, as certified by the Business Administrator/ Board Secretary.				
			Moved by:		Seconded b	py:
			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 July;

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.

Seconded by:

	Ayes:	Nays:			
XIV.	Public Comment				
XV.	Adjournment  RESOLVED that this workshop meeting of the Board of Education be adjourned P.M.				
	Moved by:	Seconded by:			
	Ayes:	Nays:			

Moved by: