

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

**WEDNESDAY, SEPTEMBER 5, 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 August 28, 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**

**V. Buildings & Grounds**

- Architect Request for Proposal (RFP)
- Camera Project
- Faculty Room Fire

**VI. Curriculum & Instruction**

- PARCC Scores
- NJDOE Legislation Passed Regarding Daily Recess for Grades K-5
- Opening Day

**VII. Finance**

- PTA Donation

**VIII. Policy**

- Discussion:
 

P&R 1613	Disclosure and Review of Applicant’s Employment History (New)
P 5512	Harassment, Intimidation, and Bullying (HIB) (M) (Revised)
R 5512	Harassment, Intimidation, and Bullying (HIB) (Abolished)
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)

**IX. Personnel (Public Items only)**

- Workman's Compensation
- L2L Credit Transfer – MVG

**X. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01-11.

- 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): Kristen Kowalski  
Event: Conquer Mathematics  
Location: Pompton Plains, NJ  
Date: 9/17/18, 11/12/18, 12/10/18, 1/17/19, 3/14/19  
Cost: \$775.00

Staff Member(s): Jackie Castellano  
Event: GT & Tech District Meetings  
Location: Various  
Date: Various  
Cost: \$0

Staff Member(s): Jackie Castellano  
Event: NJECC  
Location: MSU, NJ  
Date: 9/21/18, 10/19/18, 11/16/18, 12/14/18,  
1/8-10/19, 2/8/19, 3/15/19, 4/12/19, 5/1/7/19, 6/13/19  
Cost: \$0

Staff Member(s): Steve Lella  
Event: NJASBO  
Location: Hilton Garden Inn, Rockaway, NJ  
Date: 9/27/18, 11/29/18, 1/15/19, 2/5/19, 3/21/19, 4/11/19  
Cost: \$668.88 Total (\$600.00 fee; \$68.88 mileage)

Staff Member(s): Katie McNish  
Event: AENJ Convention  
Location: Ocean Place Resort & Spa  
Date: 9/30/18 – 10/1/18  
Cost: \$276.92 Total (\$205.00 fee; \$71.92 mileage)

Staff Member(s): Tracie Wieczorek  
Event: Conquer Mathematics  
Location: Fairfield, NJ  
Date: 10/4/18, 11/1/18, 12/6/18, 1/8/19, 2/6/19, 3/17/19  
Cost: \$TBD

Staff Member(s): Katie Vetere  
Event: Conquer Mathematics  
Location: Fairfield, NJ  
Date: 11/14/18, 12/12/18, 1/16/19, 2/12/19  
Cost: \$620.00

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:

Cub Scouts – Kindergarten Recruitment Meeting  
Outdoors-courtyard area, weather permitting, or classroom-TBD  
9/13/18

Moved by: Seconded by:

Ayes: Nays:

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Wendy North, paraprofessional, for the 2018-2019 school year.

Moved by: Seconded by:

Ayes: Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2018-2019 school year, 184 days:

Nancy Cannon	7 hr/day	@ \$20/hr	\$25,760
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Moved by: Seconded by:

Ayes: Nays:

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

Student Observer: Sarah Martin  
Cooperating Teacher: John Trogani  
Full time Student Teaching – 3 days per week  
8/27/18 – 12/15/18

Moved by: Seconded by:

Ayes: Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum List and Revision Dates 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 following addition to the substitute list for the 2018-2019 school year, at \$90/day:

Meg Lipper Teacher

Moved by: Seconded by:

Ayes: Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Joseph Holahan, St. Joseph's Medical Center, Paterson, NJ, for pediatric neurological developmental evaluations at \$450.00 per evaluation for the 2018-2019 school year.

Moved by: Seconded by:

Ayes: Nays:

- 9. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Comprehensive Equity Plan Annual Statement of Assurance for School Year 2018-2019 to the County Office of Education.

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 District Professional Development Plan Statement of Assurance for School Year 2018-2019 to the NJ DOE.

Moved by:

Seconded by:

Ayes:

Nays:

- 11. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the 2018 Online School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2017 to June 30, 2018, to the NJ Department of Education.

Moved by:

Seconded by:

Ayes:

Nays:

## **XI. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01 - 05.

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

Regular Session Minutes	5/30/18
Executive Session Minutes	5/30/18
Regular Session Minutes	6/20/18
Executive Session Minutes	6/20/18
Special Session Minutes	7/26/18

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves bills and claims for September in the total amount of \$115,202.35 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for August as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$64,307.81 including \$59,774.76 for the gross payroll, \$2,879.05 for the Board's share of FICA/Medicare and \$1654.00 for the State's share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

4. **BE IT RESOLVED THAT** the Essex Fells Board of Education accepts a donation from the Essex Fells PTA in the amount of \$5,500.00 to be used for the purchase of lunch tables, gates and basketball nets at Essex Fells School.

**BE IT FURTHER RESOLVED THAT** the following budget line be increased and that the Business Administrator be authorized to administer it:  
20-001-400-732-050 Essex Fells PTA \$5,500.00

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education approves the tuition reimbursement for Michelle Gadaleta in the amount of \$6,058 for the 2017-18 school year per the terms of the Superintendent contract agreement.

**BE IT FURTHER RESOLVED THAT** that the Board of Education approves the tuition reimbursement for Michelle Gadaleta in the amount of \$3,798 for the 2018-19 school year per the terms of the Superintendent contract agreement.

Moved by:

Seconded by:

Ayes:

Nays:

**XII. Public Comment**

**XIII. Adjournment**

**RESOLVED** that this workshop meeting of the Board of Education be adjourned at  
\_\_\_ P.M.

Moved by:

Seconded by:

Ayes:

Nays: