

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

**WEDNESDAY, OCTOBER 18, 2017
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 January 4, 2017. 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

- Professional Development Day – October 9, 2017
- Meeting with Essex Fells and Caldwell Stakeholders Regarding Rolling Pick-up
- Parent/Teacher Conferences
- Report Card Revisions
- Week of Respect
- Fire Prevention Month
- EFS #1 in NJ on PARCC Top 100

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 05.

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): John Trogani
Event: The Dynamic General Music Classroom Workshop
Location: Mansion at Mountain Lakes, NJ
Date: 10/9/17
Cost: \$85.00

Staff Member(s): Sara Christopher, Monica Craveiro, Susan Hacker,
Katie McNish
Event: New Jersey Science Convention
Location: Marriott at Princeton, NJ
Date: 10/24/17
Cost: \$209.72 Total per person (\$175.00=Fee + \$34.72=Mileage)

Staff Member(s): Kimberly Trafford
Event: New Jersey Association of School Librarians Convention
Location: Long Branch, NJ
Date: 11/16-17/17
Cost: \$150.00

Staff Member(s): Kristin Gann
Event: PRISM Workshop/NGSS
Location: MSU
Date: 11/17/17
Cost: \$150.00

Staff Member(s): Kristin Gann
Event: Reducing Recurring Classroom Behavior Problems Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 12/1/17
Cost: \$259.00

Staff Member(s): Deana Hromoko, Rosalie Takkel
Event: NGSS: Beyond the Basics K-5 Workshop
Location: MSU
Date: 12/1/17
Cost: \$150.00 per person

Staff Member(s): Sara Christopher, Noell Gomez
Event: Special Education/Math Conference
Location: Ramada Plaza Hotel & Conference Center, Monroe Township, NJ
Date: 12/6/17
Cost: \$182.95 Total per person (\$154.00=Fee + \$28.95=Mileage)

Staff Member(s): Katie MacKenzie
Event: Next Generation Science Standards Workshop
Location: New Brunswick, NJ
Date: 12/11/17
Cost: \$249.00

Staff Member(s): Kristen Kowalski
Event: Conquer Math: Number & Operations – Fractions Part 1
Location: Fairfield, NJ
Date: 12/15/17
Cost: \$145.00

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading of the following policies:

- P & R 5200 Attendance
- P & R 5410 Promotion and Retention

Moved by: _____ Secoded by: _____
 Ayes: _____ Nays: _____

5. **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 2017-2018 school year for the following evaluations:

- 1 Auditory Processing Evaluation **\$700.00**
- 1 Audiological Evaluation **\$500.00**

Moved by: _____ Secoded 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:

- Special Meeting Minutes 7/12/17
- Executive Session Minutes 7/12/17
- Workshop Meeting Minutes 9/6/17
- Executive Session Minutes 9/6/17

Moved by: _____ Secoded by: _____
 Ayes: _____ Nays: _____

2. **RESOLVED** that the Board of Education approves the bills and claims for October in the total amount of \$173,885.22, as certified by the Business Administrator/ Board Secretary.

Moved by: _____ Secoded 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 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.

Moved by:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Address Certification and Residency Status

XI. New Business / Board Discussion

- December Meeting Dates
- 11/15/17 – NJSBA Executive Session
- Traffic Study Quote
- Code of Conduct / HIB Procedures

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 personnel, legal matters and negotiations. 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 next **Workshop Meeting** will be held on **Wednesday, November 1, 2017**, at 7:30 P.M. in the Superintendent’s Office. The next **Regular Meeting** will be held on **November 15, 2017**, at 7:30 P.M., in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Enrollment Count: 2017-2018

| Teacher | Section | Total | M | F |
|--------------------------------|---------|------------|------------|------------|
| Mrs. Quinn/Ms. Burger | PS/AM | 14 | 7 | 7 |
| Mrs. Quinn/Ms. Burger | PS/PM | 11 | 9 | 2 |
| Mrs. Gann/Mrs. Takkal | KG/T | 15 | 7 | 8 |
| Ms. Livio | KL | 16 | 8 | 8 |
| Mrs. Brutman | 1B | 13 | 6 | 7 |
| Ms. Mitchell/Mrs. Hromoko | 1M/H | 13 | 7 | 6 |
| Mrs. Fitzgerald/Mrs. MacKenzie | 2F/M | 18 | 8 | 10 |
| Mrs. Massaro | 2M | 19 | 8 | 11 |
| Ms. Liebler | 3L | 18 | 10 | 8 |
| Mrs. Vetere/Ms. Geleailen | 3V/G | 18 | 10 | 8 |
| Mrs. Banek/Ms. Franzi | 4B/F | 15 | 10 | 5 |
| Mrs. Hacker | 4H | 14 | 9 | 5 |
| Ms. Cervino | 5C | 10 | 3 | 7 |
| Ms. Craveiro/Ms. Kowalski | 5C/K | 11 | 3 | 8 |
| Mrs. Buonomo/Ms. Gomez | 6B/G | 12 | 5 | 7 |
| Mrs. Christopher | 6C | 11 | 6 | 5 |
| TOTAL | | 228 | 116 | 112 |
| Out-of-District | | 3* | | |
| FINAL TOTALS | | 231 | | |

*Total includes 3 out-of-district students

Fire Drills: 2017-2018

| Month | Fire Drill | Emergency Drill |
|-----------|------------|------------------|
| September | 9/4/17 | Lockdown 9/19/17 |
| October | 10/17/17 | |
| November | | |
| December | | |
| January | | |
| February | | |
| March | | |
| April | | |
| May | | |
| June | | |

HIB / V&V Report

| | | | | | | | | | | |
|--------------------------------|----------|--|--|--|--|--|--|--|--|--|
| As of Date of BOE Meeting | 10/18/17 | | | | | | | | | |
| TOTAL # of Reported Incidents | 2 | | | | | | | | | |
| Number of Unfounded Incidents | 2 | | | | | | | | | |
| Number of Founded Incidents | 0 | | | | | | | | | |
| Violence & Vandalism Incidents | 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.