

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

**WEDNESDAY, SEPTEMBER 18, 2013
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 2, 2013. 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. Alison Cirenza, Vice-President
Mrs. Carol D'Alessandro
Mr. Peter Hutchinson
Dr. Steven LoCascio, President
Dr. Michele Nitti

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President's Report

VI. Superintendent's Report

- Merit Goals
- Speech/Language
- Policies
- Back To School Night

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01-16.

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: John Trogani
Event: STRONGE Teacher Effective Performance Evaluation System
Workshop
Location: FEA Conference Center (NJPSA)
Date: 9/16-17/13
Cost: \$0

Staff Member: Katie McNish
Event: Art is Infinite / AENJ 2013 Conference
Location: Hyatt, New Brunswick, NJ
Date: 10/3-4/13
Cost: \$125

Staff Members: Debbie Emma, Kristin Gann, Laura Short
Event: Conquer Mathematics Workshop
Location: Fairfield, NJ
Date: 10/3/13
Cost: \$125 per person

Staff Members: Sara Dalton, Jeanine Whitman
Event: Conquer Mathematics Workshop
Location: Fairfield, NJ
Date: 10/10/13
Cost: \$125 per person

Staff Member: Jeanine Whitman
Event: Conquer Mathematics Workshop
Location: Fairfield, NJ
Date: 10/16/13
Cost: \$125

Staff Member: Emily Calistri
Event: Conquer Mathematics Workshop
Location: Fairfield, NJ
Date: 10/21/13
Cost: \$125

Staff Members: Candice Belmont, Emily Calistri, Katie McLain,
Jeanine Whitman
Event: Non-Medication Treatments for ADHD Workshop
Location: Hilton Garden Inn, Edison, NJ
Date: 11/19/13
Cost: \$189.99 per person

Staff Member: Steven Lella
Event: Essex County ASBO Meetings
Location: 540 Mill Street, Belleville, NJ
Date: 9/19/13, 10/11/13, 11/6/13, 12/13/13, 1/9/14, 2/6/14, 3/6/13, 4/11/14,
5/9/14
Cost: Part of Annual Dues

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of attained Quantitative Merit Goals 1 & 2 for Michelle V. Gadaleta for the 2013-2014 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Olga Weinberger, Speech/Language Teacher, as of September 20, 2013.

NOTE: E-Mail attached

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Kimberly Trafford, Library/Media Specialist, at (.5) MA+15, Step 1, at an annual salary of \$28,677.50, which will be prorated, beginning October 1, 2013, for the 2013-2014 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Therapy Source Inc. for temporary speech services at a rate of \$90 per hour.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, an adjustment to the Summer 2013 ABA services total budget for Ms. Patrice Lisante from \$445 to \$460.

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 2013-2014 Substitute List, at \$75/day, pending the required criminal history and background check:

Christine DiGiovanni

Moved by:

Seconded by:

Ayes:

Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following members of the Local Professional Development Committee for the 2013-2014 school year:

Michelle Barshay
 Candice Belmont
 Susan Hacker
 Kim McMahon
 Katie McLain

Moved by:

Seconded by:

Ayes:

Nays:

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

Magic Afterschool Enrichment
 Tuesdays ó 9/17/13 ó 11/12/13, 3:25-4:25pm ó Media Center

Cartooning Drawing
 Wednesdays ó 9/18/13 ó 11/13/13, 3:25-4:30pm ó Media Center

Sports & Games
 Wednesdays ó 9/18/13 ó 11/13/13, 3:25-4:30pm ó Gym & Outside Blacktop

Educational Apps - Enrichment
 Wednesdays ó 9/18/13 ó 11/13/13, 3:25-4:30pm ó Technology Room

Cookie Making
 Wednesdays ó 9/18/13 ó 11/13/13, 3:25-4:30pm ó Science Lab

Future Fashionistas
 Thursdays ó 9/19/13 ó 11/14/13, 3:25-4:30pm ó Room 108

Mad Science
 Thursdays ó 9/19/13 ó 11/14/13, 3:25-4:30pm ó Science Lab

Drama/Glee
 Thursdays ó 9/19/13 ó 11/14/13, 3:25-4:30pm ó Media Center

- 13. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following computers to recycled/retired as of 9/1/13:

Serial Numbers for retired computers

Old Gateway monitor	7005388
Old Gateway PC	0040322409
Old HP computer	2UA92907Y7
Old HP computer	2UA92907YT
Old HP computer	2UA92907Y5
Old HP computer	2UA92907XK

First Number: EFS Asset Tag Number
 Second Number: Apple MacBook Serial Number

001528	W88217QV0P1
001511	W88217U50P1
001515	W88217RM0P1
001508	W88217TB0P1
001505	W88217T60P1
001510	W88217TH0P1
001526	W88217SW0P1

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

- 14. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that technology input of new programs by Jackie Castellano be increased 67 hours, at \$45/hour, during the summer 2013.

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

- 15. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Marisa Burger as Maternity/Disability Leave of Absence Teacher, BA, Step 1, at a prorated salary of \$40,739.20, from September 3, 2013 through on or about April 28, 2014.

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

16. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the adjustment to the Maternity/Disability Leave of Absence for Rosalie Almeida, beginning September 18, 2013 through on or about April 28, 2014, using a total of 23 sick days, and the remainder as unpaid leave of absence days.

NOTES: Email attached

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- PSEG Energy Audit Presentation
- Late payroll invoice

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions # 01 ó 3.

1. **RESOLVED** that the Board of Education approves the bills and claims for September 2013 in the total amount of \$109,262.03 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for August 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$48,409.27 including \$45,000.94 for the gross payroll, \$2,112.47 for the Board’s share of FICA/Medicare and \$1,295.86 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

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

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 July; and

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:

X. Old Business / Board Discussion

- NJ ASK Student Presentation ó possible BOE meeting location moved to gym
- Substitute Pay ó Essex County amounts
- Bay Head donation/relationship
- **Policy discussion**

XI. New Business / Board Discussion

- Elections moved out of Essex Fells School as of 2014
- EFTA Affirmative Action Officer ó Emily Calistri
- **NJSAC Committee**

XII. Meeting Open for Public Comment

XIII. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned. The next **Workshop Meeting** of the Board of Education will be held on **Wednesday, October 2, 2013** in the Superintendent's Office and the next **Regular Meeting** will be held on **Wednesday, October 16, 2013 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Enrollment Count: 2013-2014

Teacher	Section	Total	M	F
Ms. Mitchell/Ms. Almeida(Ms. Burger)-AM	PS	13	7	6
Ms. Mitchell/Ms. Almeida(Ms. Burger)-PM	PS	13	6	7
Mrs. Emma	KE	13	9	4
Mrs. Gann/Mrs. Short	KG/S	12(13)	7(8*)	5
Mrs. Massaro/Ms. Cervino	1M/C	19	7	12
Mrs. Brutman/Mrs. Hromoko	2B/H	11	5	6
Ms. McMahon	2M	12	5	7
Mrs. Perry/Ms. McLain	3P/M	13	3	10
Mrs. Reynolds	3R	13	3	10
Mrs. Barshay/Mrs. Calistri	4B/C	13	7	6
Mrs. Hacker	4H	11	6	5
Mrs. Banek	5B	18	6	12
Ms. Craveiro/Ms. Belmont	5C/B	19	8	11
Mrs. Buonomo/Mrs. Whitman	6B/W	13	8	5
Ms. Dalton	6D	13	8	5
TOTALS		206	95	111

*PM session

Fire Drills: 2013-2014

Month	Fire Drill	Emergency Drill
September	9-16-13	
October		
November		
December		
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/18/13								
TOTAL # of Reported Incidents	0								
Number of Unfounded Incidents	0								
Number of Founded 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 Core Curriculum Content 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.