

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

**WEDNESDAY, MAY 31, 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 May 25, 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**

**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**

**V. President's Report**

**VI. Superintendent's Report**

- End of Year Events
- Teacher Evaluations

**VII. Reorganization Action Items**

**RESOLVED** that the Board of Education approves Reorganization Action Items # 01 – 37.

1. **RESOLVED**, that the Board appoints the Steven J. Lella as the purchasing agent for the Essex Fells School District for the 2017-2018 school year in accordance with N.J.S.A.18:18A-2b as revised, and assigned the authority, responsibility, accountability for purchasing on behalf of the Board, and having the power to prepare advertisements, advertise for and receive bids, and to award contracts pursuant to N.J.S.A.18A:18A-3a(Bid Threshold) at a bid threshold up to \$29,000, 18A:18A-37a-c (quotations), and 18A:18A-7

**AGENDA**

**May 31, 2017**

(Emergency Purchases), and prepare and issue all purchase orders in accordance with N.J.S.A.18A:18A et. seq. and applicable Board policies and regulations.

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED**, that the Board appoints the firm of Fogarty & Hara as Board Attorney, as per the proposal, for the 2017-2018 school year, at an hourly rate of \$175 for a partner and \$155 for an associate.

**NOTES:** See Attachment A

Moved by:

Seconded by:

Ayes:

Nays:

- 3. **RESOLVED** that Samuel Klein and Company be appointed to perform of the 2016-2017 audit in the amount of \$11,000 and be the auditor of record for the 2017-2018 school year.

**NOTES:** See Attachment B

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **RESOLVED** that the Brown & Brown Insurance be appointed as the broker of record for Worker’s Compensation Insurance and the Property & Casualty Insurance for the 2017-2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

- 5. **RESOLVED** that Brown & Brown Benefits Advisors be appointed as the district’s SEHBP Consultant for the 2017-2018 school year in the amount of \$12,000.

Moved by:

Seconded by:

Ayes:

Nays:

**6. RESOLVED** that pursuant to the requirements of NJPL 2011 Chapter 78, the Essex Fells Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and update its Premium Only Plan (POP) effective September 1, 2017 as follows:

1. The Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate Aflac/Wage Works as the Board’s FSA administrator. This recommendation includes Aflac/Wage Works updating the district’s POP at no cost.
2. The Board of Education appoints Brown & Brown Benefits Advisors, Inc. as its FSA and POP broker-of-record.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

**BE IT FURTHER RESOLVED** that Board of Education approves the spending limits for FSAs as \$2,600 for medical and dental and as \$5,000 for dependent care for the 2017-2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**7. RESOLVED** that Robert E. Donahue be appointed Architect for the 2017-2018 school year at \$140 per hour.

**NOTES:** See Attachment C for additional fees

Moved by:

Seconded by:

Ayes:

Nays:

**8. WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Essex Fells Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Essex Fells Board of Education has determined that up to \$200,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Essex Fells Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Moved by:

Seconded by:

Ayes:

Nays:

**9. RESOLVED** that the Board of Education appoint Marie Criscuolo, as the Essex Fells Board of Education Treasurer of School Monies at an annual salary of \$2,815, commencing July 1, 2017 for the 2017–2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**10. RESOLVED** that the Board of Education designate the Chief School Administrator to approve line item transfers as are necessary between meetings of the Board effective July 1, 2017 to June 30, 2018. Such transfers shall be reported to the Board, ratified and recorded in the Minutes at a subsequent meeting of the Board in accordance with Policy and Code.

Moved by:

Seconded by:

Ayes:

Nays:

**11. RESOLVED** that the Board of Education approves the 2017-2018 Petty Cash fund in the amount of \$300.00, to be administered by the Business Administrator/Board Secretary.

Moved by:

Seconded by:

Ayes:

Nays:

**12. RESOLVED** that the Board of Education approves the appointment of Mr. Adi Sulisty, Facility Supervisor, as Integrated Pest Management Coordinator, Coordinator for Right-To-Know, AHERA and other health & safety and environmental programs mandated by the State of New Jersey, at a \$2,000 stipend, for the 2017-2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

13. **RESOLVED** that the Board of Education approves the renewal of an agreement with New Wave Consultants, Inc, of Lincoln Park, New Jersey to provide mandatory environmental safety services under PEOSHA for the 2017-2018 school year, at an annual fee of \$1,250, services to include training, inspections and plan review update for Right To Know, Bloodborne Pathogens, Indoor Air Quality, AHERA and Integrated Pest Management.

**NOTES:** See Attachment D

Moved by:	Seconded by:
Ayes:	Nays:

14. **RESOLVED** that the Board of Education appoints Michelle V. Gadaleta as the 504 Officer for the 2017-2018 school year.

Moved by:	Seconded by:
Ayes:	Nays:

15. **RESOLVED** that the Board of Education appoints the Business Administrator/Board Secretary as the district Affirmative Action Officer, Public Compliance Officer, and Custodian of Records for the 2017-2018 school year.

Moved by:	Seconded by:
Ayes:	Nays:

16. **RESOLVED** that the Board of Education reaffirms its Policies, Bylaws and Regulations Guides for the 2017-2018 school year.

Moved by:	Seconded by:
Ayes:	Nays:

17. **RESOLVED** that the Board of Education approve the renewal of an agreement with the Asbury Park Board of Education – Information Technology Center of Asbury Park, New Jersey, for the continuation of software services for Budgetary/Accounting System and Payroll/Personnel System and Processing, including ID numbers and Computer Ports for the 2017-2018 school year at a fee of \$7,950.

**NOTES:** See Attachment E

Moved by:	Seconded by:
Ayes:	Nays:

18. **RESOLVED** that the Board of Education approves Valley National Bank as the official Bank Depository for the Board of Education for the 2017-2018 school year and approves the following signatories: the Board of Education President, the Board Secretary and the Treasurer of School Monies and approves the Principal for the Student Activity Account only.

Moved by:    Secoded by:  
Ayes:    Nays:

19. **RESOLVED** that The Progress be designated as the official newspaper of the Essex Fells Board of Education of the Township of Essex Fells, and The Star Ledger be designated as the second newspaper for the publication of official notices and notification of meetings.

Moved by:    Secoded by:  
Ayes:    Nays:

20. **RESOLVED** that the Board of Education grants authority to the Superintendent of Schools to pay bills between Board of Education meetings with subsequent Board of Education approval for the 2017-2018 school year.

Moved by:    Secoded by:  
Ayes:    Nays:

21. **RESOLVED** that the Board of Education approves the annual preschool tuition rate of \$2,500 per student for 2017-2018 school year for a 5-day, 3-hour program.

Moved by:    Secoded by:  
Ayes:    Nays:

22. **RESOLVED** that the Board of Education approves the (10) 2017-2018 Custodial Holidays.

**NOTES:** See Attachment F

Moved by:    Secoded by:  
Ayes:    Nays:

23. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Lori Franklin, Occupational Therapist, for the 2017-2018 school year, at the following hours and rates:

Estimated 225 hours total at \$90.00/hour for:

- Treatment \$20,250.00
- 9 Initial/Re-evaluations - \$350 per evaluation \$3,150.00
- IEPs/Progress Reports/Teacher Consultation/IEP Meeting \$1,890.00

**Total school year cost not to exceed: \$25,290.00**

Moved by:

Seconded by:

Ayes:

Nays:

24. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Wellness & Rehabilitation Services, Physical Therapist, for the 2017-2018 school year, at the following hours and rates:

Estimated 236 hours total at \$80.00/hour for:

- Treatment
  - Data updates
  - IEP Development/Progress Reports
- Not to exceed \$18,880.00

Estimated 6 Evaluations total (initial/Rev.) at \$250.00 each  
Not to exceed \$1,500.00

**Total school year cost not to exceed: \$20,380.00**

Moved by:

Seconded by:

Ayes:

Nays:

25. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Patrice Lisante, ABA, for the 2017-2018 school year, at the following hours and rates:

Estimated 40 hours at \$55.00/hour for:

- ABA Instruction/Home
- Not to exceed: \$2,200.00

Estimated 20 hours at \$30.00/hour for:

- Update of Data

Not to exceed: \$600.00

**Total school year cost not to exceed: \$2,800.00**

Moved by: Seconded by:

Ayes: Nays:

26. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Meg Lipper, BCBA, for the 2017-2018 school year, at the following hours and rates:

Estimated 20 hours at \$90.00/hour for:

- BCBA Instruction/Home

Not to exceed: \$1,800.00

Estimated 125 hours at \$90.00/hour for:

- BCBA Instruction/School

Not to exceed: \$11,250.00

Estimated 40 hours at \$55.00/hour for:

- Curriculum Development/Data Review

Not to exceed: \$2,200.00

**Total school year cost not to exceed: \$15,250.00**

Moved by: Seconded by:

Ayes: Nays:

27. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Debbie Rosenson, School Social Worker, for the 2017-2018 school year, at the following hours and rates:

Up to 10 evaluations per year at \$325 per evaluation

Moved by: Seconded by:

Ayes: Nays:



**28. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Linda Costello, Language Arts Consultant, for the 2017-2018 school year, at the following hours and rates:

- 12 hours per month for a period of 10 months
- \$80 per hour
  - o 120 hours \* \$80/hour = \$9,600

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**29. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at Reed Academy (Student 230166) for the 2017-2018 school year, at the following daily/yearly rates:

Estimated 180 days at \$522.45/day for:  
 • September 1, 2017 through June 30, 2018  
**Total school year cost not to exceed: \$94,041.00**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**30. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at Livingston School (Student 260256) for the 2017-2018 school year, at the following daily/yearly rates:

Estimated 180 days at \$309.27/day for:  
 • September 1, 2017 through June 30, 2018  
**Total school year cost not to exceed: \$55,670.00**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**31. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at PG Chambers (Student XXXXXX) for the 2017-2018 school year, at the following daily/yearly rates:

Estimated 180 days at \$373.14/day for:  
 • September 1, 2017 through June 30, 2018  
**Total school year cost not to exceed: \$67,165.200**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**32. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of The Hearing Group for the 2017-2018 school year for the following evaluations:

- 1 Auditory Processing Evaluations **\$600.00 each**
- 1 Audiological Evaluations **\$200.00 each**

Moved by:    Secoded by:

Ayes:    Nays:

**33. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of The Center for Child and Family Development (Dr. Marilyn Ruiz) for the 2017-2018 school year for the following evaluations:

- 2 Pediatric Neurological Evaluations **\$665.00 each**

Moved by:    Secoded by:

Ayes:    Nays:

**34. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of St. Joseph's Regional Medical Center (Dr. Aparna Mallik & Dr. Poorvi Patel) for the 2017-2018 school year for the following evaluations:

- 4 Pediatric Neurological Evaluations **\$450.00 each**

Moved by:    Secoded by:

Ayes:    Nays:

**35. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Ellen Platt for the 2017-2018 school year for the following evaluations:

- 3 Pediatric Psychiatric Evaluations **\$825.00 each**

Moved by:    Secoded by:

Ayes:    Nays:

36. **RESOLVED** that the Board of Education approves the appointment of Dr. Michele Nitti as medical inspector for the 2017-2018 school year, at a rate of \$200.00 per employee physical examination.

Moved by:

Seconded by:

Ayes:

Nays:

37. **RESOLVED** that the Board of Education approves the substitute rate of pay for the 2017-2018 school year as follows:

Teacher	\$85/day
Nurse	\$125/day

Moved by:

Seconded by:

Ayes:

Nays:

**VIII. Superintendent’s Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions # 01 – 27.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Superintendent Final Qualitative Merit Goals for compensation.

**NOTE:** Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Waiver Application for Michelle V. Gadaleta to serve as Sole Administrator for the Essex Fells School District for 2017-2018.

Moved by:

Seconded by:

Ayes:

Nays

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that the annual teacher evaluations will be conducted through the STRONGE & Associated model, and

**BE IT FURTHER RESOLVED** that the Business Administrator’s evaluation tool is District-developed.

Moved by:

Seconded by:

Ayes:

Nays:

**4. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Steven J. Lella for the 2017-2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**5. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative salaries for the 2017-2018 school year:

Michelle Gadaleta	Supt/Principal	\$155,849.88
Steven J. Lella	Business Administrator	\$101,228.00

Moved by:

Seconded by:

Ayes:

Nays:

**6. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following teaching staff for the 2017-2018 school year:

<u>Name</u>	<u>FTE</u>	<u>Guide</u>	<u>Step</u>	<u>17-18 Salary</u>	<u>Position</u>	<u>5/31/17 EF YOS</u>
Laura Adair	1.00	MA	2	\$60,271	5 <sup>th</sup> – Inclusion	1.75
Rosalie Almeida	1.00	BA +30	7	\$63,414	K – Inclusion	9.75
Michelle Barshay	1.00	BA +30	9	\$66,666	3 <sup>rd</sup>	10.75
Katelyn Brower	1.00	MA	1	\$59,771	3 <sup>rd</sup> – Inclusion	0.74
Laura Brutman	1.00	MA	9	\$67,617	1 <sup>st</sup>	11.75
Marisa Burger	1.00	MA + 15	3	\$61,962	Pre K Inclusion	2.75
Nicole Cervino	1.00	MA	3	\$60,771	5 <sup>th</sup> /4 <sup>th</sup>	3.75
Catherine Codella	.80	MA	11	\$57,345	Art Therapist	13.75
Monica Craveiro	1.00	MA	4	\$61,619	5 <sup>th</sup>	6.75
Sara Dalton	1.00	MA + 15	3	\$61,962	6 <sup>th</sup>	5.75
Debbie Emma	1.00	BA	15	\$78,037	BSI	10.75

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Candice Fitzgerald	1.00	BA	3	\$55,530	2 <sup>nd</sup>	4.74
Jaclyn Franzi	1.00	BA	1	\$54,530	4 <sup>th</sup> - Inclusion	0.74
Noell Gomez	1.00	BA	1	\$54,530	6 <sup>th</sup> – Inclusion	0.58
Susan Hacker	1.00	MA	9	\$67,617	4 <sup>th</sup>	11.75
Mary Hybl	.60	MA	4	\$37,522	Speech	1.75
Michelle Liebler	1.00	BA	1	\$54,530	3 <sup>rd</sup>	0.74
Molly Livio	1.00	BA	3	\$55,530	K	0.74
Katie MacKenzie	1.00	MA +15	4	\$62,810	2 <sup>nd</sup> – Inclusion	6.75
Catherine McNish	.80	BA + 15	4	\$46,818	Art/STEAM	4.74
Kelly Mitchell	1.00	MA +15	10	\$70,809	1 <sup>st</sup>	12.74
Laura Quinn	1.00	BA	4	\$56,378	Pre K	2.75
Kimberly Trafford	.60	MA + 15	3	\$37,177	Media Center	3.66
John Trogani	1.00	BA	9	\$62,377	Music	11.75
John Viggiano	1.00	MA	7	\$64,368	Phys Ed	9.57
Jeanine Whitman	1.00	MA +30	12	\$77,881	LDTC – CST	9.75
Dorotea Banek	1.00	MA +30	17	\$92,613	4 <sup>th</sup> /6 <sup>th</sup>	19.41
			Longevity	\$1,181		
			Total	\$93,794		
Nina Buonomo	1.00	MA +15	13	\$78,606	6 <sup>th</sup> /5 <sup>th</sup>	15.75
			Longevity	\$900		
			Total	\$79,506		
Jackie Castellano	1.00	MA +30	18	\$95,081	Technology	27.73
			Longevity	\$1,181		
			Total	\$96,262		
Kristin Gann	1.00	BA	17	\$84,037	K	14.74
			Longevity	\$900		
			Total	\$84,937		
Deanna Hromoko	1.00	MA +30	12	\$77,881	1 <sup>st</sup> – Inclusion	17.02
			Longevity	\$900		
			Total	\$78,781		
Lisa Massaro	1.00	MA +15	17	\$90,471	2 <sup>nd</sup>	18.75
			Longevity	\$1,181		
			Total	\$91,652		

**AGENDA**

**May 31, 2017**

Judi Reynolds	1.00	MA +30	15	\$86,611	BSI	17.75
			Longevity	\$900		
			Total	\$87,511		

Moved by: Seconded by:

Ayes: Nays:

**7. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2017-2018 school year, 184 days:

Lisa Evangelista	7 hr/day	@ \$20/hr	\$25,760
Susan FitzGibbon	7 hr/day	@ \$20/hr	\$25,760
Patricia Pakonis	7 hr/day	@ \$20/hr	\$25,760

Moved by: Seconded by:

Ayes: Nays:

**8. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following custodial salaries for the 2017-2018 school year:

Santiago Galindo	\$41,143
Adi Sulistyo	\$75,446
Lucy Sulistyo	\$41,944

Moved by: Seconded by:

Ayes: Nays:

**9. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative assistant support staff salary for the 2017-2018 school year:

Beth Leggett	\$57,146
Karen Sarto	\$53,321

Moved by: Seconded by:

Ayes: Nays:

- 10. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following IT Technician salary for the 2017-2018 school year:

Marco Pannullo                              \$48,960

Moved by:    Seconded by:

Ayes:    Nays:

- 11. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Lunch Duty stipend positions for the 2017-2018 school year at the contractual rate of \$40 per session:

Marisa Burger  
Nicole Cervino  
Jaclyn Franzi  
Noell Gomez  
Michelle Liebler  
Molly Livio  
Katie MacKenzie  
Laura Quinn  
Judi Reynolds  
John Trogani  
John Viggiano

Alternates: All Staff

Moved by:    Seconded by:

Ayes:    Nays:

- 12. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves the employment of the following student assistant and substitute in the custodial department for the 2017 summer, for a total of 50 hours each.

Jake Evangelista                      \$10.00/hr  
Gerardo Rodriguez                      \$15.00/hr

Moved by:    Seconded by:

Ayes:    Nays:

**13. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Jackie Castellano and Marco Pannullo for technology input/infrastructure for Summer 2017 at \$50/hour for a maximum total of 100 hours.

Moved by:

Seconded by:

Ayes:

Nays:

**14. RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Judi Reynolds as Lead Teacher, as needed, for Summer 2017 at \$50/hour, not to exceed 50 hours.

Moved by:

Seconded by:

Ayes:

Nays:

**15. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Extended School Year (ESY) Program for Summer 2017, and

**BE IT FURTHER RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following staff members for the 2017 Extended School Year (ESY) Program Mondays-Thursdays June 26 – August 3 including one half hour per day for planning at the following rates:

Jeanine Whitman	CST \$50/hour (not to exceed 50 hours)
Nicole Cervino	Special Ed Teacher \$50/hour
Katie MacKenzie	Special Ed Teacher \$50/hour
Mary Hybl	Speech \$50/hour

**NOTES:** Michelle V. Gadaleta, ESY Supervisor

Moved by:

Seconded by:

Ayes:

Nays:

**16. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Professional Services Agreements for Related Services for students in accordance with their IEP’s for the Extended School Year (Summer 2017) Program as follows:



**OT: Lori Franklin**

Estimated 15 hours total at \$90/hour for:

- Treatment

**Total summer cost not to exceed: \$1,350.00**

**PT: Wellness & Rehabilitation Services**

Estimated 20 hours total at \$80/hour for:

- Treatment

**Total summer cost not to exceed: \$1,600.00**

**BCBA: Meg Lipper**

Estimated 10 hour total at \$90.00/hour (school/home)

Not to exceed: \$900.00

Estimated 2 hours total at \$55.00/hour (curr.dev./data review)

Not to exceed: \$110.00

**Total summer cost not to exceed: \$1,010.00**

**ABA: Patrice Lisante**

Estimated 5 hours at \$55.00/hour for:

- ABA Instruction/Home

Not to exceed: \$275.00

Estimated 2 hours at \$30.00 for

- Update of Data

Not to exceed: \$60.00

**Total summer cost not to exceed: \$335.00**

Moved by:

Seconded by:

Ayes:

Nays:

**17. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for Reed Academy for Summer 2017 in the following amount:

Summer (2017) 30 days total at \$522.45/day

**Total Summer Program Not to Exceed \$15,674.00**

Moved by:

Seconded by:

Ayes:

Nays:

**18. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for Harbor Haven for Summer 2017 in the following amount:

Summer (2017)	6 weeks	\$6,975	
	Transportation	\$1,020	
			<b><u>\$7,995.00</u></b>

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**19. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for PG Chambers for Summer 2017 in the following amount:

Summer (2017)	30 days total at	\$373.14/day	
			<b><u>\$11,194.20</u></b>

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**20. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following contracts with the Essex Regional Educational Services Commission for the 2017-18 School Year:

1. Transportation of Special Education and / or specific destinations of school students (Revised)
2. Public School Child Study Team Evaluations
3. Addendum to the Public School Child Study Team for Additional Services

**NOTE:** See Contracts

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**21. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Security Drill Statement of Assurance for the 2016-2017 school year to the County Office of Education.

Moved by:

Seconded by:

Ayes:

Nays:

**22. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Harassment, Intimidation & Bullying and Violence & Vandalism reports for the 2016-2017 school year to the County Office of Education.

Moved by:

Seconded by:

Ayes:

Nays:

**23. RESOLVED** that the Board of Education, as recommended by the Superintendent, extends thanks to the PTA and Essex Fells Foundation for Educational Excellence for their donations and support of the school throughout the 2016-2017 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**24. RESOLVED** that the Board of Education recognizes the Essex Fells Foundation for Educational Excellence and the Essex Fells PTA as official parent support Organizations for the 2017-2018 school year in accordance with Policy #9210; and

**BE IT FURTHER RESOLVED** that the activities/functions scheduled by these organizations will be brought to the attention of the Board.

Moved by:

Seconded by:

Ayes:

Nays:

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

- P & R 1240 Evaluation of Superintendent (M) (Revised)
- P 1511 Board of Education Website Accessibility (New)
- P & R 3126 District Mentoring Program (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)

**AGENDA**

**May 31, 2017**

- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- P &R 5610 Suspension (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P & R 7424 Bed Bugs (New)
- P 7461 District Sustainability Policy (New)
- P 8505 Local Wellness Polity / Nutrient Standards for Meals and Other Foods (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

**26. WHEREAS**, the Essex Fells Board of Education (“the Board”) currently employs a School Psychologist, whose name is on file in the Superintendent’s office; and

**WHEREAS**, the Board has determined to abolish the position of School Psychologist for reasons of economy and efficiency, effective June 30, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the Business Administrator/Board Secretary is hereby requested to notify the School Psychologist that she shall not be reemployed for the 2017-2018 school year but shall be placed on a preferred eligibility list in accordance with her tenure and seniority rights in the event that a School Psychologist position is hereafter created by the Board.

Moved by:

Seconded by:

Ayes:

Nays:

**27. 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:

Essex Fells Foundation for Educational Excellence  
Tuesday, June 6, 2017, 7:00 - 8:30pm, Media Center

Moved by:

Seconded by:

Ayes:

Nays:

**IX. Business Administrator’s Report**

- Ch. 47 - Report of Awarded Contracts
- Open Board Position

**X. Business Resolutions**

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

1. **RESOLVED** that the Board of Education approves an additional bills and claims for May in the total amount of \$70,958.90 as certified by the Business Administrator/Board Secretary.

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves the transfer of funds for the month of **May** 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 March; 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:

4. **RESOLVED**, that the Board of Education approves the submission of a request to the Executive County Superintendent of Schools for renewal of the required waiver of toilet facilities for Kindergarten classrooms 201 and 202 for the 2017-2018 school year.

Moved by:

Seconded by:

Ayes:

Nays:

**XI. Old Business / Board Discussion**

- BOE Goals 2016-2017
- Superintendent/District Goals 2016-2017
- Merit Goals 2016-2017

**XII. New Business / Board Discussion**

- BOE Goals 2017-2018
- Superintendent/District Goals 2017-2018
- Merit Goals 2017-2018

**XIII. Meeting Open for 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 reappointment of personnel and the Superintendent’s Evaluation. 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**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. The next **Regular meeting** of the Board of Education is scheduled for **Wednesday, June 14, 2017 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

**Enrollment Count: 2016-2017**

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	13	5	8
Mrs. Quinn/Ms. Burger	PS/PM	12	6	6
Mrs. Gann	KG	12	7	5
Ms. Livio/Ms. Almeida	KL/A	13	7	6
Mrs. Brutman/Mrs. Hromoko	1B/H	18	8	10
Ms. Mitchell	1M	18	8	10
Ms. Adair	2A	17	10	7
Mrs. Massaro/Mrs. Fitzgerald	2M/F	19	10	9
Mrs. Barshay	3B	14	9	5
Ms. Liebler/Mrs. MacKenzie	3L/M	16	10	6
Mrs. Banek	4B	10	4	6
Mrs. Hacker/Ms. Franzi	4H/F	11	3	8
Ms. Cervino/Ms. Brower	5C/B	12	5	7
Ms. Craveiro	5C	11	6	5
Mrs. Buonomo	6B	12	3	9
Ms. Dalton/Ms. Gomez	6D/G	14	4	10
<b>TOTAL</b>		<b>222</b>	<b>105</b>	<b>117</b>
Out-of-District		2*		
<b>FINAL TOTALS</b>		<b>224</b>		

\*Total includes 2 out-of-district students.

**Fire Drills: 2016-2017**

Month	Fire Drill	Emergency Drill
September	9-16-16	Lockdown 9-19-16
October	10-17-16	Lockdown 10-27-16
November	11-16-16	Lockdown 11-29-16
December	12-20-16	Lockdown 12-15-16
January	1-13-17	Lockdown 1-27-17
February	2-15-17	Lockdown 2-28-17
March	3-9-17	Lockdown 3-31-17
April	4-24-17	Lockdown 4-26-17
May	5-11-17	Lockdown 5-11-17 with fire drill
June		

**HIB / V&V Report**

As of Date of BOE Meeting	9-21-16	10-19-16	11-16-16	12-14-16	1-18-17	2-15-17	3-15-17	4-20-17	5-17-17	6-14-17
TOTAL # of Reported Incidents	1	0	0	1	0	0	0	0	0	
Number of Unfounded Incidents	1	0	0	0	0	0	0	0	0	
Number of Founded Incidents	0	0	0	1	0	0	0	0	0	
Violence & Vandalism Incidents	0	1	0	0	0	0	0	0	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.