

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

**WEDNESDAY, OCTOBER 15, 2014
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 8, 2014. 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, Vice-President
Mrs. Shani Drogin
Mrs. Kris Huegel
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

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01- 06.

- 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: Steven J. Lella
Event: NJASA Collective Bargaining
Location: Monroe Twp, NJ
Date: 10/1/14
Tolls: \$11.75

Staff Members: Sara Dalton, Jeanine Whitman
 Event: Conquer Mathematics: CMP3 – Let’s Be Rational Workshop
 Location: Fairfield, NJ
 Date: 10/20/14
 Cost: \$125 per person

Staff Members: Nicole Aramando, Sarah Fernandes
Event: SpedEd Compliance/Best Practices Workshop
Location: Edison, NJ
Date: 10/24/14
Cost: \$0

Staff Member: Kelly Mitchell
 Event: Conquer Mathematics: Counting & Cardinality Workshop
 Location: Fairfield, NJ
 Date: 11/13/14
 Cost: \$125

Staff Members: Laura Short, **Kristin Gann**
 Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
 Location: Fairfield, NJ
 Date: 12/15/14
 Cost: \$125

Staff Member: Lisa Massaro
 Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
 Location: Fairfield, NJ
 Date: 12/16/14
 Cost: \$125

Staff Members: Monica Craveiro, Sara Dalton, Susan Hacker
 Event: Next Generation Science Standards Workshop
 Location: NJDOE Essex County Office, NJ
 Date: 1/7/15
 Cost: \$0

Staff Member: Kelly Mitchell
 Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
 Location: Fairfield, NJ
 Date: 3/2/15
 Cost: \$125

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 Requests for the following:

Essex Fells Teacher Association/NJEA
 10/21/14; 3:20-5:30pm
 Room #202

Essex Fells Recreation Department – Basketball
11/10/14 – 3/13/15; Monday-Friday; 4:30-8:00pm
(* will work around play practice)
Gymnasium (and adjacent bathrooms)

Girl Scout Troop 20022 – Brownie Monthly Meetings
12/9/14, 1/6/15, 2/3/15, 3/3/15, 4/14/15, 5/5/15, 6/2/15; 3:05-4:15pm
Media Center

Moved by: Seconded by:
Ayes: Nays:

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the NJQSAC Statement of Assurance and Declaration page for School Year 2014-2015 to the NJ Department of Education.

Moved by: Seconded by:
Ayes: Nays:

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum Revision Cycle for 2014 – 2019.

NOTE: See attachment

Moved by: Seconded by:
Ayes: Nays:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following policies:

Policy 3232	Private Tutoring Services
Policy 3283	Electronic Communications Between Teaching Staff Members and Students (New)
Policy 4283	Electronic Communications Between Support Staff Members and Students (New)

Moved by: Seconded by:
Ayes: Nays:

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

Policy 1522	School-level Planning (Abolished)
Policy 5305	Health Services Personnel (Revised)
Policy/Regulation 5306	Health Services to Nonpublic Schools (Revised)
Policy/Regulation 5308	Student Health Records (Revised)
Policy/Regulation 5310	Health Services (Revised)
Policy 5339	Screening for Dyslexia (New)
Policy/Regulation 5530	Substance Abuse (Revised)
Policy/Regulation 5600	Student Discipline/Code of Conduct (Revised)
Policy 5756	Transgender Students (New)
Policy 8505	Wellness Policy/Nutrient Standards for Meals and Other Foods (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- Audit Start Date
- **Employee Slip / Workers Comp**
- **Unemployment Claim Appeal**

IX. 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 Meeting Minutes	8/6/14 – revised for roll call
Regular Meeting Minutes	9/17/14
Workshop Meeting Minutes	10/1/14
Special Meeting Minutes	10/7/14

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves the bills and claims for October 2014 in the total amount of \$112,472.20 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September 2014 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$292,350.46 including \$272,455.99 for the gross payroll, \$4,202.37 for the Board’s share of FICA/Medicare and \$15,692.10 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nay

- 3. **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:

- 4. **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 August; 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:

- 5. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY' 14 through FY' 16, and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

X. **Old Business / Board Discussion**

XI. **New Business / Board Discussion**

- Executive Session at November Meeting – Contractual Negotiations
- The Glen – insurance update
- **Busing**

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 scheduled for **Wednesday, November 5, 2014** has been canceled. The next **Regular Meeting** will be held on **Wednesday, November 19, 2014 at 7:30 P.M.** in the Media Center. An **Executive Session** will be held immediately following the **Regular Meeting** to discuss contractual negotiations.

Moved by:

Seconded by:

Ayes:

Nays:

Enrollment Count: 2014-2015

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	12	7	5
Mrs. Quinn/Ms. Burger	PS/PM	13	4	9
Mrs. Gann	KG	15	9	6
Ms. Mitchell/Mrs. Short	KM/S	14	6	8
Mrs. Brutman/Mrs. Hromoko	1B/H	14	9	5
Mrs. Massaro	1M	14	9	5
Ms. McMahon/Ms. Almeida	2M/A	11	4	7
Mrs. Perry	2P	10	4	6
Ms. Cervino	3C	11	6	5
Mrs. Reynolds/Ms. McLain	3R/M	11	5	6
Mrs. Barshay	4B	12	2	10
Mrs. Hacker/Mrs. Calistri	4H/C	12	3	9
Mrs. Banek/Ms. Belmont	5B/B	11	5	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	19	8	11
Ms. Dalton/Mrs. Whitman	6D/W	18	7	11
Total		209	95	114
Out-of-District		3+		
TOTALS		212	96	114

+ Total includes 3 out-of-district students

Fire Drills: 2013-2014

Month	Fire Drill	Emergency Drill
September	9/8/14	Lockdown 9/16/14
October	10/8/14	Shelter in Place 10/2/14
November		
December		
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/17/14	10/15/14						
TOTAL # of Reported Incidents	0	0						
Number of Unfounded Incidents	0	0						
Number of Founded Incidents	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.