

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

**WEDNESDAY, FEBRUARY 20, 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

- Dr. Bernard Baggs, NJ School Boards

VII. Student Body Liaison Report to the Board of Education

- Lauren Burke and Cassidy LoCascio

VIII. 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: John Viggiano
 Event: NJAHPERD Annual Conference/Convention
 Location: Ocean Place Resort, Long Branch, NJ
 Dates: 2/25/13 & 2/26/13
 Cost: \$90

Staff Member: Sonja Oftedal
 Event: ADHD and the Processing Disorder Workshop
 Location: South Plainfield, NJ
 Date: 2/27/13
 Cost: \$189.99

Staff Member: Catherine Codella
 Event: Journal Therapy/Writing as a Therapeutic Tool Workshop
 Location: Edison Hotel, Edison, NJ
 Date: 3/5/13
 Cost: \$169.00

Staff Member: Steven J. Lella
 Event: Essex County Association of School Business Officials
 Location: Glen Ridge Country Club, Glen Ridge, NJ
 Date: 3/7/13, 4/4/13, 5/2/13, 5/23/13
 Cost: \$0

Moved by:

Seconded by:

Ayes:

Nays:

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

Bylaw 0132	Executive Authority
Policy 2415	No Child Left Behind Programs
Policy 2468	Independent Educational Evaluations (new)
Policy/Regulation 3230	Outside Activities
Policy/Regulation 3281	Inappropriate Staff Conduct
Policy/Regulation 4230	Outside Activities
Policy/Regulation 4281	Inappropriate Staff Conduct
Policy 6113	E-Rate (new)
Policy 8505	School Nutrition

Moved by:

Seconded by:

Ayes:

Nays:

IX. Business Administrator’s Report

X. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions # 01 – 06.

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

Regular Meeting Minutes	1/16/13
Workshop Meeting Minutes	2/6/13
Executive Session Minutes	2/6/13

Moved by:	Seconded by:
Ayes:	Nays:

- 2. **RESOLVED** that the Board of Education approves the bills and claims for February 2013 in the total amount of \$124,081.47 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for January 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$278,662.09 including \$259,205.25 for the gross payroll, \$3,385.90 for the Board’s share of FICA/Medicare and \$16,070.94 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 January 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 January; 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 accepts a donation from a donation from the Women’s Association of the Essex Fells Country Club in the amount of \$300.00 to be used for the Essex Fells Music Program.

BE IT FURTHER RESOLVED that the following budget line be increased and that the Business Administrator be authorized to administer it:
20-001-100-610 Essex Fells Music Department Fund \$300.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education approves the submission of all applicable documents to the Department of Education Facilities for the completion of the boiler project, DOE Project number – 1400-050-13-100.

Moved by:

Seconded by:

Ayes:

Nays:

XI. Old Business / Board Discussion

- Safety and Security Update
- PARCC Update

XII. New Business / Board Discussion

- Common Core Implementation Team
- **Staff Preschool Inquiry**

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 non-tenured personnel matters. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No action will be taken.

Moved by:

Seconded by:

Ayes:

Nays:

XV. 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 on **Wednesday, March 6, 2013 at 7:30 P.M.** in the Superintendent’s Office, and the next **Regular meeting** of the Board of Education will be on **Wednesday, March 20, 2013 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Student Enrollment: 2012-2013

Teacher	Section	Total	M	F
Mrs. Gann/Ms. Almeida-AM	PS	13	8	5
Mrs. Gann/Ms. Almeida-PM	PS	14	9	5
Mrs. Emma/Ms. Belmont	KE/B	19	8	11
Mrs. Massaro/Mrs. Perry	1LM	13	6	7
Ms. Mitchell	1KM	11	5	6
Mrs. Brutman	2B	13	3	10
Ms. McMahon/Mrs. Hromoko	2M/H	13	3	10
Mrs. Haberman	3H	12	7	5
Mrs. Reynolds/Ms. McLain	3R/M	13	7	6
Mrs. Barshay	4B	19	6	13
Mrs. Hacker/Mrs. Whitman	4H/W	19	8	11
Mrs. Banek/Mrs. Short	5B/S	12	7	5
Ms. Craveiro	5C	13	8	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		211	100	111

Fire Drills: 2012-2013

Month	Fire Drill	Emergency Drill
September	9/13/12	Lockdown 9/18/12
October	10/18/12	Lockdown 10/25/12
November	11/20/12	Shelter in Place 11/29/12
December	12/18/12	Lockdown 12/20/12
January	1/14/13	Lockdown 1/18/13
February	2/20/13	
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/20/12	10/17/12	11/7/12	12/19/12	1/16/13	2/20/13	3/20/13	4/17/13
TOTAL # of Reported Incidents	0	0	0	0	0	0		
Number of Unfounded Incidents	0	0	0	0	0	0		
Number of Founded Incidents	0	0	0	0	0	0		