

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

**THURSDAY, MARCH 21, 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 February 26, 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**

- Superintendent Evaluation Discussion
- NJSBA – Superintendent Cap

**VI. Superintendent's Report**

- Budget

**VII. Student Body Liaison Report to the Board of Education**

Robert D'Alessandro and Allison Schachtel

**VIII. Superintendent’s Resolutions**

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

- 1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Judi Reynolds using 26.5 sick days from on or about the following dates:

May 13 – May 17, 2013 (5 half days) = 2.5 sick days  
 May 20 – June 21, 2013 = 24 sick days

**NOTES:** Letter attached

Moved by:	Seconded by:
-----------	--------------

Ayes:	Nays:
-------	-------

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following members of the 2012-2013 District Common Core Implementation Team:

Michelle V. Gadaleta, Administrator  
 Judi Reynolds, Staff Member  
 Jeanine Whitman, Staff Member  
 Leigh Bright, Parent Representative  
 Michele Nitti, BOE Representative

Moved by:	Seconded by:
-----------	--------------

Ayes:	Nays:
-------	-------

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, an evaluation conducted by Dr. David H. Salsberg, during the 2012-2013 school year, at an amount not to exceed \$3,500.00.

Moved by:	Seconded by:
-----------	--------------

Ayes:	Nays:
-------	-------

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

Tuesdays: 4/9/13 – 5/14/13

Study Skills, Science Room #105, 3:05-4:15pm

Tuesdays: **4/23/13 – 5/28/13**

Enrichment – Lizard Guys, **Room #103**, 3:05-4:25pm

Wednesdays: 4/10/13 – 5/29/13

Ceramics K-3, Art Room, 3:05-4:25pm

Fencing, Gym, 3:05-4:25pm

Olympic Games & Sports, Field/Blacktop, 3:05-4:25pm

Thursdays: 4/11/13 – 5/30/13

Jewelry-making K-3, **Media Center**, 3:05-4:25pm

Ceramics 4-6, Art Room, 3:05-4:25pm

Thursdays: 4/11/13 – **6/6/13**

Yoga, Gym, 3:05-4:25pm

Fridays: 4/12/13 – 5/31/13

Cartoon Drawing, Media Center, 3:05-4:25pm

Moved by:

Seconded by:

Ayes:

Nays:

#### IX. Business Administrator's Report

- Budget Presentation

#### X. 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:

Regular Meeting Minutes 2/20/13

Executive Session Minutes 2/20/13

Workshop Minutes 3/6/13

Executive Session Minutes 3/6/13

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves the bills and claims for March 2013 in the total amount of \$132,942.97 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for February 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$286,371.64 including \$266,366.83 for the gross payroll, \$4,159.43 for the Board’s share of FICA/Medicare and \$15,845.38 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 February 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 February; 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:

**XI. Old Business / Board Discussion**

- Teacher / Curriculum Coordinator Considerations
- Preschool / Kindergarten / Grade 1 Enrollment Numbers
- Security Update / Buildings & Grounds
- Resident Concern Regarding School Property
- Potential Request for Out-of-District Placement (from 3/13/13)

**XII. New Business / Board Discussion**

- Walkathon / Swings
- EF Borough Items
- **National Writing Project**
- **Reward School**
- **Lockdown**

**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 Superintendent’s and Business Administrator’s contracts. 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 **Regular/Workshop Meeting** of the Board of Education will be a combined meeting due to an abbreviated monthly calendar and will be held on **Wednesday, April 17, 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
<b>TOTALS</b>		<b>211</b>	<b>100</b>	<b>111</b>

**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	Shelter in Place 2/21/13
March		<b>Lockdown with actors 3/21/13</b>
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	3/21/13	4/17/13
TOTAL # of Reported Incidents	0	0	0	0	0	0	0	
Number of Unfounded Incidents	0	0	0	0	0	0	0	
Number of Founded Incidents	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.