

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

**WEDNESDAY, AUGUST 6, 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 June 19, 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

- 2014-2015 School Year Opening
- School Theme: Innovation and Family Engagement
 1. BTSN Video
 2. Instagram
 3. Sign
 4. Stability Ball Pilot
- New Staff
- Buildings & Grounds: Nurse/Faculty Room
- QSAC District Performance Review 2013-2014 - attachment
- Common Core Re-adoption
- 2014-2015 Goals
- Preliminary NJASK Scores

VII. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01-24.

- 1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2014-2015 school year.

NOTE: Attachment A

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2014-2015 school year.

NOTE: Attachment B

Moved by:

Seconded by:

Ayes:

Nays:

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission to the NJDOE of the *Anti-Bullying Bill of Rights Act School Self-Assessment for Determining HIB Grades*.

NOTE: Attachment C

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Michelle V. Gadaleta in the 2014-2015 school year.

NOTE: Attachment D

Moved by:

Seconded by:

Ayes:

Nays:

5. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the NCLB (No Child Left Behind) application for Fiscal Year 2015 to the County Office of Education and accepts the grant award in the amount of \$2,821.00.

Moved by:	Seconded by:
Ayes:	Nays:

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the IDEA application for Fiscal Year 2015, and accepts the grant award of the funds upon subsequent approval of the FY 2015 IDEA application in the following amounts:

Basic (ages 3-21)	\$44,232
Preschool (ages 3-5)	<u>\$ 3,642</u>
	\$47,874

Moved by:	Seconded by:
Ayes:	Nays:

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Essex Fells School District Mentoring Plan for the 2014-2015 school year.

NOTE: Plan with Mrs. Gadaleta

Moved by:	Seconded by:
Ayes:	Nays:

8. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of *A Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials* to the Essex County Office of Education for the 2014-2015 school year.

Moved by:	Seconded by:
Ayes:	Nays:

WHEREAS, the parties wish to mutually release each other from the terms of the Agreement.

NOW, THEREFORE, based on the Superintendent’s recommendation, the Board hereby rescinds and terminates the Agreement effective immediately.

Moved by:

Seconded by:

Ayes:

Nays:

13. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Emily Calistri from on or about Monday, September 22, 2014 through on or about Friday, February 27, 2015, using a total of 100 school days, 26 as sick days and the remainder as unpaid leave of absence days.

NOTES: Letter attached

Moved by:

Seconded by:

Ayes:

Nays:

14. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Lindsay Flanagan as Maternity/Disability Leave of Absence Teacher, BA, Step 1, at a prorated salary of \$32,691.25, from September 2, 2014 through on or about March 9, 2015, pending the required criminal history and background check.

Moved by:

Seconded by:

Ayes:

Nays:

15. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Laura Roberts as Maternity/Disability Leave of Absence Teacher, BA, Step 1, at a prorated salary of \$20,922.40, from on or about November 3, 2014 through on or about February 27, 2015, pending the required criminal history and background check.

Moved by:

Seconded by:

Ayes:

Nays:

Rob Giglio*	Teacher
Max Greenberg*	Teacher
Jody James	Teacher
Susanne Keane	Teacher
Karen Kopec	Teacher
Lori Kwiatkowski*	Teacher
Lucille Lapone	Teacher
Frazer O’Neill	Teacher
Laura Roberts *	Teacher
Jacquelyn Sweigart	Teacher
Patricia Wahl	Teacher
Sara Zambelli	Teacher

NOTE: * New Substitute – Pending the required criminal history/background check

Moved by:	Seconded by:
Ayes:	Nays:

20. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at The Winston School (Student 213014) for the 2014-2015 school year, at the following rate:

- September 2014 through June 2015

Total school year cost not to exceed: \$55,200.00

Moved by:	Seconded by:
Ayes:	Nays:

21. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at The Summit Public School District (Student 260256) for the 2014-2015 school year, at the following rate:

- September 2014 through June 2015

Total school year cost not to exceed: \$70,000.00

Moved by:	Seconded by:
Ayes:	Nays:

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

Ms. Carolyn Gonzalez of 20 Forest Way
Use of School Parking Lot for parking
August 9, 2014 – 2:00-8:00pm

Tiny Treasures Extended School Day Program, Room: TBD
September 2014 – June 2015, Mondays to Friday – 3:00-6:00pm

Garden Club of Essex Fells
February 28, 2015, 11:00am – 1:00pm, Gymnasium

Moved by:

Seconded by:

Ayes:

Nays:

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

Policy 3232
Policy/Regulation 2412
Policy/Regulation 2417
Policy/Regulation 2481

Policy 3283

Policy 4283

Policy/Regulation 5200
Policy/Regulation 5610
Policy/Regulation 5611
Policy 5612

Regulation 5612

Policy/Regulation 5613

Policy 5620
Policy/Regulation 8462

Private Tutoring Services
Home Instruction Due to Health Condition (Revised)
Student Intervention and Referral Services (Revised)
Home or Out-of-School Instruction for a General
Education Student for Reasons Other Than a
Temporary or Chronic Health Condition (Revised)
Electronic Communications Between Teaching Staff
Members and Students (New)
Electronic Communications Between Support Staff
Members and Students (New)
Attendance (Revised)
Suspension (Revised)
Removal of Students for Firearms Offenses (Revised)
Assaults on District Board of Education Members or
Employees (Revised)
Assaults on District Board of Education Members or
Employees (New)
Removal of Students for Assaults with Weapons
Offenses (New)
Expulsion (Revised)
Reporting Potentially Mission or Abused
Children(Revised)

Moved by:

Seconded by:

Ayes:

Nays:

24. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following Mac Books be retired:

Serial Number
W88217RD0P1
W88217SK0P1
W88217TJ0P1
W88217QD0P1
W88127RZ0P1
W88217QG0P1
W88217PR0P1
W88217SL0P1
W88217SS0P1
W88217SQ0PP1
W88217SC0P1
W88217TU0P1
W88217P90P1
W8822C390P1
W88110BK0P4
W88217RF0P1
W88217SW0P1
W88110AQ0P4
W88217TL0P1
W80092V1642
W88110BJ0P4
W88217SV0P1
W88217T00P1
W88217NG0P1
W88217U70P1

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator's Report

- 2013-14 Fiscal Year End & Audit
- Boiler Project Update
- Oil Tank Removal Update
- Aid in Lieu
- State Fire Inspector Follow up & HAIG Annual Fire System Inspection
- Extraordinary Aid Amount
- Obsolete Fixed Asset Disposal
- Safety Grant Award

IX. 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:

Workshop Minutes	6/18/14
Regular Minutes	6/18/14

Moved by:	Seconded by:
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Ayes:	Nays:
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- 2. **RESOLVED** that the Board of Education approves the bills and claims for June 27, 2014 in the total amount of \$53,833.97 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED that the Board of Education approves the bills and claims for July 28, 2014 in the total amount of \$100,912.79 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED that the Board of Education approves the bills and claims for August 6, 2014 in the total amount of \$60,205.06 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for June 2014 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$318,659.27 including \$296,588.59 for the gross payroll, \$6,982.38 for the Board’s share of FICA/Medicare and \$15,088.30 for the State’s share of FICA/Medicare.

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for July 2014 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$71,349.85 including \$66,317.21 for the gross payroll, \$3,691.34 for the Board’s share of FICA/Medicare and \$1,341.30 for the State’s share of FICA/Medicare.

Moved by:	Seconded by:
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Ayes:	Nay
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- 3. **RESOLVED** that the Board of Education approves the transfer of funds for the months of June and July 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 months of May and June; 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 approve appropriating additional fiscal year 2014 Extraordinary Aid funding to the 2014-15 school budget in the amount of \$57,158 to line account 11-120-100-101-01; and

BE IT FURTHER RESOLVED that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2013-14 school budget and received an award of Extraordinary Aid in the amount of \$57,158; and

BE IT FURTHER RESOLVED that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **WHEREAS** the Essex Fells Board of Education approves the disposal of obsolete equipment that is no longer in working condition and has no value;

BE IT RESOLVED that the Essex Fells Board of Education approves the disposal of fixed asset item #38, upright piano.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Principal – Multiple Buildings Waiver
- Residency Update
- Superintendent Merit Goals 2013-2014 accepted
- Schedule – BOE Photos
- EFPD Traffic Report
- Discussion/Revision of Policies

Bylaw 0141	Board Member Number and Term (Revised)
Bylaw 0143	Board Member Election and Appointment (Revised)
Policy 1581	Victim of Domestic or Sexual Violence Leave (New)
Policy 3125	Employment of Teaching Staff Members (Revised)
Policy 3230	Outside Activities (Revised)
Policy/Regulation 3240	Professional Development for Teachers and School Leaders (Revised)
Policy 4125	Employment of Support Staff Members (Revised)
Policy 4230	Outside Activities (Revised)
Policy 6511	Direct Deposit (New)

XI. New Business / Board Discussion

- Tuition Deposit Reimbursement Request for Preschool
- Teachers Receiving Tenure Recognition

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, September 3, 2014** in the Superintendent’s Office and the next **Regular Meeting** will be held on **Wednesday, September 17, 2014 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Enrollment Count: 2014-2015

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	13	8	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		210	96	114
Out-of-District		3+		
TOTALS		213	96	114

+ Total includes 3 out-of-district students

Fire Drills: 2013-2014

Month	Fire Drill	Emergency Drill
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

HIB / V&V Report

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

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.