

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

**WEDNESDAY, MAY 26, 2010  
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 6, 2010. 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  
Mrs. Birgit Criqui  
Mr. Peter Hutchinson  
Mr. Steven LoCascio, Vice- President  
Dr. Michele Nitti, President

**III. Flag Salute**

**IV. Public Comment on Agenda Items**

**V. Superintendent's Report**

- School event updates
- Status of certified staff assignments
- Status of programmatic changes
- Upcoming dates

**VI. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions # 01 – 10.

- 1. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following field trip requests:

June 9          Grade 3 – Green Meadows Farm

Moved by:

Seconded by:

Ayes:

Nayes:

- 2. 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 9250 for Professional Development:

Staff Members: Michelle Barshay

Event: Responsive Classroom

Location: Ewing, NJ

Dates: August 9-13, 2010

Cost: \$695 per workshop plus mileage per OMB rate

**NOTES:**      See attachment

Moved by:

Seconded by:

Ayes:

Nayes:

- 3. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the renewal of services with Tiny Treasures for the Extended Day Program for the 2010-2011 school year.

**NOTES:**      Eight (8) enrolled as of 5/21/10

Moved by:

Seconded by:

Ayes:

Nayes:

- 4. RESOLVED** that the Board of Education accepts with regret and approves, as recommended by the Superintendent, the resignation of Nicole Russo, effective June 30, 2010.

**NOTES:**      Letter attachment

Moved by:

Seconded by:

Ayes:

Nayes:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revised total cost for the (5) students participating in the Essex Fells summer Recreation program for ESY 2010, amending prior action, and

**BE IT FURTHER RESOLVED** that the cost is \$225 per student and a total cost of \$1,125.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Jeanine Whitman as the 504 Officer for the 2010-2011 school year, amending prior action.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following staff members for the Extended School Year Program for Summer 2010:

Jeanine Whitman	Supervisor, as needed basis
Rosalie Almeida	PreK Resource Center Teacher
Emily Ziccardi	Resource Center Teacher
Nancy Downey	Personal Aide
Marcia George	Resource Room Aide
Donna Hennessy	3 to 1 Aide
Karen Kopec	Personal Aide
Daria Napolitano	Nurse

**NOTES:**

Michelle V. Gadaleta, ESY Supervisor  
 Nurse documentation to be attached

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following updated Job Descriptions:

General/Special Education Paraprofessional  
Lunch Aide

**NOTES:** Attachments

Moved by:

Seconded by:

Ayes:

Nayes:

- 9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2009-2010 school year, at \$70/day, pending the usual criminal history and background check:

Chris Bleek  
Stacy DellaVolpe  
Ann Kipp-Szalay  
Kristiann Puorro

**NOTES:** Attachments

Moved by:

Seconded by:

Ayes:

Nayes:

- 10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Dorotea Banek to begin September 7, 2010. Such leave from September 7, 2010 through October 29, 2010 includes 38 school days, 17 to be sick leave days and the remainder as an unpaid leave of absence.

**NOTES:** Letter attachment

Moved by:

Seconded by:

Ayes:

Nayes:

**VII. Business Administrator’s Report**

**VIII. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions # 01 – 09.

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

Organization/Regular Meeting      April 28, 2010

Moved by:    Seconded by:

Ayes:    Nays:

**2. RESOLVED** that the Board of Education approves the bills and claims for May 26, 2010 in the total amount of \$58,751.23 as certified by the Interim Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for April 2010 as certified by the Interim Business Administrator and approved by the Superintendent and Board President in the total amount of \$272,548.88 including \$253,231.49 for the gross payroll, \$3,874.79 for the Board’s share of FICA/Medicare and \$15,442.60 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 April 2010 as certified by the Interim Business Administrator and authorized by the Superintendent of Schools.

Moved by:    Seconded by:

Ayes:    Nays:

- 4. **WHEREAS**, the Debt Service fund for the 2009-2010 school year was under budgeted by \$0.50 at the time the budget was struck and approved; and

**WHEREAS**, due to limitations of the NJDOE budget software, the Fund Balance Appropriated for Debt Service was posted as \$1 where the actual audited balance was \$0.59; and

**WHEREAS** the result of the items noted above will be reflected in the books for the 2009-10 fiscal year as a deficit of \$0.91; and

**WHEREAS** this situation has been reviewed with the district’s auditor and with the Essex County School Business Administrator who received guidance from the NJ Department of Education which is reflected in this resolution;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education approves an interfund transfer of \$0.91 from the general fund (Fund 10) to the debt service fund (Fund 40), and authorizes the Interim Business Administrator/Board Secretary to make the necessary journal entries to reflect the transfer.

Moved by:

Seconded by:

Ayes:

Nayes:

- 5. **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 2010-2011 school year at a fee of \$6,410.00.

Moved by:

Seconded by:

Ayes:

Nayes:

- 6. **WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

**WHEREAS**, the Educational Services Commission of Morris County, hereinafter referred to as the “Lead Agency,” has offered voluntary participation in a Cooperative Pricing System known as the “Educational Cooperative Pricing System” for the purchase of work, materials and supplies; and

**WHEREAS**, the Essex Fells School District within the County of Essex, New Jersey, desires to participate in the Educational Cooperative Pricing System;

**NOW, THEREFORE, BE IT RESOLVED**, by the Essex Fells Board of Education as follows:

**AUTHORITY**

As directed by N.J.S.A. 18A:18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Essex Fells Board of Education shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect July 1, 2010; and

**BE IT FURTHER RESOLVED**, that the Board of Education approve payment of a \$500.00 annual fee for participation in the Cooperative Purchasing System, and an additional fee of \$250.00 to Educational Data Services, Inc. for participation in the Cooperative Purchasing System for various Time and Materials bids awarded in accordance with statute.

Moved by:

Seconded by:

Ayes:

Nayes

- 7. **RESOLVED**, that the Board of Education approve the renewal of the district's health benefits plan through the AmeriHealth/Grinspec Trust Health Insurance program, effective July 1, 2010 through June 30, 2011, the rates listed below, reflecting an increase in the PPO rates of 18.9%, with an overall increase in health insurance cost of 12.3% achieved through negotiations with the EFTA.

AmeriHealth PPO	Single	\$ 750.21/mo
	2 Adults	\$1,647.80/mo
	Parent/Child	\$1,103.417/mo
	Family	\$1,920.77/mo

Moved by:

Seconded by:

Ayes:

Nayes:

8. **RESOLVED**, that the Board of Education accept the recommendation of the Interim Business Administrator and approve a professional services agreement with Parette Somjen, an architectural firm with offices located in Rockaway, New Jersey, to prepare an update to the district's Long Range Facilities Plan, as required by the NJ Department of Education, at a flat fee of \$3,900.00 plus reimbursable expenses.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

9. **RESOLVED**, that the Board of Education approves the submission of the annual waiver request for toilet facilities for the Early Intervention/Pre-Kindergarten classroom (Room 208) and a Kindergarten classroom (Room 205) for the 2010-2011 school year, said request requiring approval by the Essex County Executive Superintendent of Schools.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**IX. Board / Committee Reports**

1. **RESOLVED** that the Board of Education the Second Reading of the following policies:

<p>Policy # 4146.4                  Policy # 6142.10</p>	<p>Staff Use of Cellular and Smart Phones                  Technology  <i>Additional language in a new section:</i>                  “Student Use of Cellular Phones and Other Electronic                  Devices”</p>
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*NOTES: New language is bold and underlined; deleted language is in bold with strikeouts.*

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

2. **RESOLVED**, that the Board of Education approves the appointment of Anthony P. Sciarrillo, Esq. of the firm Lindabury, McCormick, Estabrook & Cooper, P.C. as Board Attorney for the period of July 1, 2010 through June 30, 2011, at an hourly rate of \$150.00.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_



- 3. Establishment of Workshop Meeting (Committee of the Whole) Schedule
- 4. Other Board/Committee Reports

X. Meeting Open to Public

XI. Adjournment

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. There will a **Workshop Meeting** of the Board for the purpose of meeting as a committee of the whole on **Wednesday, June 16, 2010 at 7:00 P.M.** in the Superintendent's Office. The next **Regular Meeting** of the Board of Education will be **Wednesday, June 23, 2010 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays: