

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

**WEDNESDAY, SEPTEMBER 29, 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. President's Report

- Correspondence concerning Superintendent Contract
- New Board/District Goals

V. Public Comment on Agenda Items

VI. Superintendent's Report

- Back to School Night
- Professional Development-Wilson, Tracker, Bullying
- NCLB and IDEA grant submissions
- Student Body meeting/team building
- Interdistrict Choice 2011-2012
- Strauss Esmay draft received 9/24/10

- 4. **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 Member: Katie McLain
Event: Middle School Low Vision/Large Print 5-8
Location: The Conference Center, West Windsor, NJ
Dates: October 15, 2010
Cost: \$0 per workshop plus \$38.00 mileage per OMB rate

Moved by: Seconded by:

Ayes: Nays:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following teacher to move on the guide as of September 1, 2010:

Jackie Castellano MA+15 to MA+30 Step 17

Moved by: Seconded by:

Ayes: Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipends for the 2010-2011 school year:

Deane Hromoko Student Council (\$640 - to be split)
Judi Reynolds

Dorotea Banek Camp Mason (\$550)
Jason Brohm
Nina Buonomo
Gail Ellowitch
John Trogani
John Viggiano
Emily Ziccardi

Monica Craveiro Fifth Grade Trip (\$125)
Gail Ellowitch
Katie McLain
John Trogani

Jackie Castellano Technology Coordinator (\$1,755)

Moved by: Seconded by:

Ayes: Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revised Employment Policy for Secretarial Staff.

Moved by: Seconded by:

Ayes: Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the hiring of Rachel Armenti as Paraprofessional for the 2010-2011 school year at an hourly rate of \$17.00/hr annualized as \$18,564.00, pro-rated to be effective 9/14/10, pending an archived criminal history/background check.

Moved by: Seconded by:

Ayes: Nays:

- 9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student teacher/field observation for the 2010-2011:

<u>Student Teacher</u>	<u>Cooperating Teachers</u>	<u>School</u>
Victoria DiGirolomo	Lisa Massaro/Rosalie Almeida	Caldwell College

Moved by: Seconded by:

Ayes: Nays:

- 10. **RESOLVED** that the Board of Education accepts an amendment to Superintendent Resolution # 13 approved on August 25, 2010, as recommended by the Superintendent, the substitute salary of \$100/day for Maria Rosamilia as Maternity Leave Replacement for the 2010-2011 school year.

Moved by: Seconded by:

Ayes: Nays:

VIII. Business Administrator's Report

- Education Jobs Act Allocation of \$5,183.
- Facility walkthrough with Essex County Business Administrator.
- Transfer of Capital Project Fund.
- Transfer of 6th Grade Activity Account Fund.
- Safety Grant approval has been received from NJSBAIG.

IX. 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:

August 25, 2010 Regular Meeting, Executive Session

Moved by: Seconded by:

Ayes: Nays:

- 2. **RESOLVED**, that the Board of Education approve the release of Executive Session minutes no longer required to be kept private, up through the period of April 1, 2010.

Moved by: Seconded by:

Ayes: Nays:

- 3. **RESOLVED** that the Board of Education approves an additional list of bills and claims dated August 31, 2010, authorized at the August 25, 2010 meeting for release by the Business Administrator, in the total amount of \$51,292.95 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED that the Board of Education approves the bills and claims for September 29, 2010 in the total amount of \$134,238.05 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for August 2010 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$43,719.68 including \$40,610.79 for the gross payroll, \$2,267.39 for the Board’s share of FICA/Medicare and \$841.50 for the State’s share of FICA/Medicare.

Moved by: Seconded by:

Ayes: Nays:

4. **WHEREAS**, the Essex Fells Board of Education has maintained a separate bank check checking account entitled “Capital Project Fund” (account # 3451155397) for a number of years; and

WHEREAS, separate project exists and the Business Administrator/Board Secretary and the district’s auditor concur that there is no need to maintain this as a separate bank account; and

WHEREAS, the funds in the separate account have been and continue to be accounted for in the district’s financial reports as a part of the general fund ;

NOW, THEREFORE, BE IT RESOLVED, that the Essex Fells Board of Education authorizes the closing of the separate “Capital Project Fund” at TD Bank, account # 3451155397, and transfer of the remaining cash into the district’s general fund account.

Moved by:

Seconded by:

Ayes:

Nayes:

5. **RESOLVED**, that the Board of Education approve the establishment of a separate trust account for funds raised by the parents of previous sixth grade classes, currently held in the student activities fund, at TD Bank, with the signatories on said account the Superintendent and the Business Administrator/Board Secretary. These funds shall continue to be audited annually by the district’s auditor.

Moved by:

Seconded by:

Ayes:

Nayes:

6. **RESOLVED**, that the Board of Education approve a retroactive payment for school year 2009-2010 in the amount of \$281 to Gail Ellowitch for longevity for her 20th year of employment.

Moved by:

Seconded by:

Ayes:

Nayes:

7. **RESOLVED**, that the Board of Education approve the use of District Facilities to the following organizations, provided all required documents are submitted.

Group: Girls Scouts Troop 1185
 Location: Kindergarten Classroom
 Date: Last Wednesday of every month for the 2010 – 2011 school year.
 Time: 3:15PM through 5:00PM

Group: Tiny Treasures Extended School Day
Location: Preschool, Gymnasium, and Fields/Grounds
Date: Monday through Friday of the 2010 – 2011 school year.
Time: 3:00PM through 6:00PM

Group: Essex Fells Recreation Department (Basketball)
Location: Gymnasium
Date: Monday through Saturday from 11/15/10 – 03/12/11
Time: Weekdays 4:30PM through 8:30PM
Saturdays 8:30AM through 4:30PM

Group: Essex Fells Recreation Department (Soccer and Softball)
Location: School Athletic Fields
Date: Sunday through Saturday from 8/23/10 through 11/14/10.
Time: Weekdays 4:00PM – sundown.
Weekends 9:00AM – sundown.

Moved by: Seconded by:

Ayes: Naves:

- 8. **RESOLVED**, that the Board of Education approve an amendment to the resolution approved at its meeting on April 28, 2010 appointing the district’s authorized purchasing agent, and establish the bid threshold as \$26,000.00 in accordance with N.J.S.A.:18A:18A-3a, and amend the quotation threshold in accordance with N.J.S.A.:18A:18A-3c, effective September 1, 2010.

Moved by: Seconded by:

Ayes: Naves:

- 9. **RESOLVED**, that the Board of Education approve an amendment to the annual request to the Borough of Essex Fells, approved at the April 28, 2010 meeting, for the payment of taxes to the district to reflect the following schedule that was in place in prior years for the payment of debt service:

July 10, 2010	\$ 64,405.00
November 10, 2010	\$ 64,405.00
February 10, 2010	\$ 64,405.00
May 15, 2010	<u>\$ 64,405.00</u>
TOTAL	\$257,620.00

Moved by: Seconded by:

Ayes: Naves:

X. Board / Committee Reports

XI. Meeting Open to Public

XII. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned at _____ p.m. The next **Workshop meeting** of the Board of Education will be **Wednesday, October 13, 2010 at 7:00 p.m.** in the Superintendent's Office, and the next **Regular meeting** of the Board of Education will be **Wednesday, October 27, 2010 at 7:30 p.m.** in the Media Center. .

Moved by:

Seconded by:

Ayes:

Nayes:

Student Enrollment as of 9/29/10:

Teacher	Section	Total	M	F
Mrs. Gann/Mrs. Costello	PS	10	4	6
Mrs. Emma/Mrs. Heaney	KE/H	15	4	11
Mrs. McMahon	KM	14	4	10
Mrs. Massaro/ Ms. Almeida	1M/A	12	4	8
Ms. Mitchell	1M	13	6	7
Mrs. Brutman/Mrs. Hromoko	2B/H	20	8	12
Mrs. Barshay	2B	20	7	13
Ms. Kerrigan/Ms. Ziccardi	3K/Z	13	6	7
Mrs. Haberman	3H	13	7	6
Mrs. Reynolds/Mrs. Short	4R/S	15	8	7
Mrs. Hacker	4H	14	8	6
Mrs. Banek/Ms. McLain	5B/M	16	8	8
Ms. Craveiro	5C	17	5	12
Buonomo/Mrs. Whitman	6B/W	24	12	12
Mr. Brohm	6B	23	10	13
TOTALS		239	101	138

2010-2011 Fire Drills:

Month	Fire Drill	Emergency Drill
September	9/16	
	9/27	