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

WEDNESDAY, AUGUST 15, 2012 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 April 18, 2012. 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. <u>Call to Order – 7:30 P.M.</u>

II. Roll Call

Mrs. Alison Cirenza

Mrs. Carol D'Alessandro

Mr. Peter Hutchinson

Dr. Steven LoCascio, Vice-President

Dr. Michele Nitti, President

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President's Report

VI. Superintendent's Report

- ACHIEVE3000 results
- MAP results
- NJ ASK results preliminary
- QSAC acceptance letter
- District/Superintendent Goals 2012-2013

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 - 17.

1. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the list of possible field trips for the 2012-2013 school year.

NOTE: See Attachment A

Moved by: Seconded by:

Ayes: Nays:

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2012-2013 school year, at \$75/day, pending the usual criminal history and background check:

Valerie Almquist Teacher Joann Barker Nurse (\$109/day) Lisa Blumenfeld Nurse (\$109/day) Theresa Caffarra Teacher Loretta Castrovinci **Teacher** Jocelyn Eckstein-Friedman Teacher Tracey Gardner Teacher Cara Greco* Teacher Teacher Jody James Susanne Keane Teacher Karen Kopec Teacher Teacher Lucille Lapone Teacher Nancy Leeman Frazer O'Neill Teacher Patricia Pakonis Teacher Teacher Evelyn Peter Teacher Ashley Safir* Denise Sperrazza Teacher Anita Stabile Teacher

NOTE: * Resumes attached

Michael Still

Laurie Unis*

Erin Valenzano Patricia Wahl

Jacquelyn Sweigart

Moved by: Seconded by:

Teacher

Teacher

Teacher Teacher

Teacher

Ayes: Nayes:

AGENDA	August 15, 2012
AGENDA	August 13, 201

3. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2012-2013 school year.

Moved by: Seconded by:

Ayes: Nayes:

4. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Mrs. Judi Reynolds to the positions of K-3 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective September 2012 to June 2013, at an annual stipend amount of \$2,000.00, and 4-6 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective September 2012 to November 2012, at an annual stipend amount of \$600.00.

NOTE: Letter attached

Moved by: Seconded by:

Ayes: Nayes:

5. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Mrs. Jeanine Whitman to the positions of 4-6 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective December 2012 to June 2013, at an annual stipend amount of \$1,400.00.

NOTE: Letter attached

Moved by: Seconded by:

Ayes: Nayes:

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2012-2013 school year at the contractual rate:

Jackie Castellano Technology Coordinator

Deana Hromoko Student Council (prorated for maternity leave)

Emily Ziccardi Student Council (adjusted for maternity leave coverage)

Dorotea Banek
Nina Buonomo
Sara Dalton
Gail Ellowitch
Camp Mason
Camp Mason
Camp Mason
Camp Mason

ENI	Offi Johi Jear Emi Johi Johi	n Trogani n Viggiano nine Whitman ily Ziccardi n Trogani n Viggiano	Camp Mason Camp Mason Camp Mason Camp Mason Camp Mason Lunch Coordir Lunch Coordir	nator
	Aye	ved by: es:		Seconded by: Nays:
7.	RESOLVED that the Superintendent	the Board of Educa , that technology in	ation accepts an	nd approves, as recommended by ograms by Jackie Castellano and our, during the summer 2012.
	Mo	ved by:		Seconded by:
	Aye	es:		Nays:
8.	the Superintendent	, the appointment of 2012 to on or abou	of Stacey Perry	nd approves, as recommended by , maternity replacement teacher, 2012, at a BA Step 1 salary, not to
	NOTE : Resume a	ttached		
	Mo	ved by:		Seconded by:
	Aye	es:		Nays:
9.	the Superintendent	, the appointment of the appoint	of Samantha Pe	nd approves, as recommended by elletier, maternity replacement ober 19, 2012, at a BA Step 1 salary,
	NOTE: Resume a	ttached		

Seconded by:

Nays:

Moved by:

Ayes:

10.	10. RESOLVED that the Board of Education accepts with regret, as recommended by the Superintendent, the resignation of Rachel Armenti, paraprofessional, for the 2012-2013 school year.					
	NOTE: Letter attached					
	Moved by:	Secon	ded by:			
	Ayes:	Nays:				
11.	RESOLVED that the Board of Edu the Superintendent, the appointment for the 2012-2013 school year:		•			
	Courtney Knigge Jaclynne Nimon	6hr/day @ \$18/hr 6hr/day @ \$18/hr	\$19,656 \$19,656			
	NOTE : Resumes attached					
	Moved by:	Secon	ded by:			
	Ayes:	Nays:				
12.	RESOLVED that the Board of Edu the Superintendent, the following up year: Math General Music Curric Instrumental Music C	odates to the curriculunculum – 2012	•			
	Moved by:		ded by:			
	Ayes:	Nays:	ded by.			
	Hycs.	rays.				
13.	RESOLVED that the Board of Ed the Superintendent, the Use of Fac Department from 9/1/12 to 11/3/1 football programs.	cilities Request by the I	Essex Fells Recreation			
	Moved by:	Secon	ded by:			
	Ayes:	Nays:				

14.	the Superintendent, for use of the gymn	the Use of Fa asium for a ge er 17, 2012, fr	cilities Request eneral meeting of	and approves, as recommended by by the Garden Club of Essex Fells pen to Essex Fells residents on to 1:00 P.M. This request includes
	Move	d by:		Seconded by:
	Ayes:			Nays:
15.	the Superintendent,	the submission	on of the NCLB	and approves, as recommended by (No Child Left Behind) application eccepts the grant award in the amoun
	Move	d by:		Seconded by:
	Ayes:			Nays:
16.	RESOLVED that the Superintendent,		-	and approves, as recommended by ing policies:
	0151 0153 0167 2361 2363 2622 3282 4282 6470 Movee	Acceptable U Resou Pupil Use of Pupil Assess Use of Socia Use of Socia Payment of O	ointments cipation in Board Use of Computer rces Privately-Owne ment I Networking Si I Networking Si	Networks/Computers and
17.	RESOLVED that the Superintendent,		-	and approves, as recommended by owing policy:
	5111	Eligibility of	Resident/Nonre	esident Pupils
	Move	d by:		Seconded by:
	Ayes:			Nays:

VIII.	Business	Administra	tor's	Report
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1. Introduction of TD Bank representative Carmen Cerreto.

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions # 01 - .07.

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

Workshop Minutes	06/06/12
Executive Session Minutes	06/06/12
Regular Minutes	06/20/12
Special Session Minutes	07/11/12
Executive Session Minutes	07/11/12
Special Meeting	07/25/12

Moved by: Seconded by:

Ayes: Nays:

2. **RESOLVED** that the Board of Education approves the bills and claims for August, 2012 in the total amount of \$XXXXXXX as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for July 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$39,366.62 including \$36,571.22 for the gross payroll, \$1,919.90 for the Board's share of FICA/Medicare and \$875.50 for the State's share of FICA/Medicare.

Moved by:	Seconded by

Ayes: Nays:

RESOLVED that the Board of Education approves the transfer of funds for the month of XXXXXX 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 XXXXX; 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.

Seconded by:

Moved by:

	Ayes:	Nays:	
5.	by the Business Administra	d of Education accepts and approves, as a stor, the Out of District Program costs for 3 school year in the following amounts:	
	Summer (2012)	29 days total at <u>463.70</u> / day	
	Total Sur	mmer Program Not to Exceed	\$13,447.30
	School Year (2012-13)	180 days total at <u>463.70</u> / day	
	Total Sch	nool Year Program Not to Exceed	\$83,466.00
	Moved by:	Seconded by:	
	Ayes:	Nays:	

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Business Administrator, the renewal of agreements with the Essex Regional Educational Services Commission for the 2012-13 school year for the Ed-Data Cooperative Billing Program.

Moved by: Seconded by:

Ayes: Nays:

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Business Administrator/Board Secretary, Ed Data Services, Inc. for Cooperative Bid Services at the rate of \$250.00 from April 1, 2012 through March 31, 2013.

NOTES: Correspondence attached

Moved by: Seconded by:

Ayes: Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator/Board Secretary, the below agreement with NJSBAIG for policy claim number PR00615L:

AGREEMENT AND PROOF OF LOSS

THIS AGREEMENT AND PROOF OF LOSS, dated July, 2012, is entered into by and between the Releasor, **Essex Falls Board of Education**, and its principal(s), officer(s), representative(s), employee(s), agent(s), successor(s) and assign(s),

referred to as the "Board"

and the, **New Jersey School Boards Association Insurance Group**, its principal(s), officer(s), representative(s), employee(s), agent(s), successor(s) and assign(s),

referred to as "NJSBAIG."

WHEREFORE, the Essex Falls Board of Education filed a claim against policy number PR00615L effective July 1, 2008 through July 1, 2009 in the amount of \$22,610.00.

WHEREFORE, the Board was awarded a judgment in the amount of \$22,610.00, and has received reimbursement from Raymond Hayman in the amount of \$2,071.00, leaving an outstanding reimbursement amount still owed to the Board of \$20,039.00.

WHEREFORE, NJSBAIG has agreed to proffer a settlement payment in the amount of \$20,039.00 to the Board in exchange for the Board's agreement to reimburse NJSBAIG and promptly pay all restitution payments that it receives relative to this claim.

In so doing, the Board agrees to subrogate its rights.

1. **Release.** The Board releases and gives up any and all claims, matters, actions, causes of action, contracts and covenants, whether express or implied, claims and demands for damages, indemnity, costs or interest, whether asserted or unasserted, of whatever kind or nature, which have been or could have been filed in any court or any administrative body or agency, which the Board may have against NJSBAIG through the date hereof with regard to any claims whatsoever, asserted or unasserted, arising out of, relating to or in connection with claim number **08 PR00615**, including, but not limited to, any claim for coverage for the loss arising out of the theft of funds by the Board's former principal, Raymond Hyman.

- 2. **Consideration.** In full and final satisfaction of the aforesaid claim, NJSBAIG agrees to compensate the Board in the total amount of \$20,039.00. Thus, the Board hereby acknowledges that it has received good and valuable consideration from NJSBAIG in exchange for agreeing to this Release. The Board agrees that it will not seek any further recovery from NJSBAIG.
- 3. **Reimbursement of Recovered Sums.** The Board further agrees to hold in trust for the benefit of NJSBAIG any monies paid, recovered or reimbursed as compensation for the Board's aforementioned loss, including, but not limited to, any sums paid as a result of any civil or criminal restitution orders, subrogation action, settlement with or judgment against Raymond Hyman, any other named or unnamed co-conspirator, or any other party or source. All such recovered sums shall be promptly paid to NJSBAIG upon receipt of same.
- **4. Proof of Loss**. By signature of the Business Administrator below, the Board agrees to the following:
 - a. Employee/individual responsible is Raymond Hyman. His last known address is 16 East 17th Street, Bayonne, NJ 07062. Hyman held the position of principal at the time the loss occurred. The loss was first discovered on November 18, 2008, by the Essex County Prosecutor. The theft occurred during the policy year 2008-2009. Hyman committed the theft by submitting false and/or forged invoices/receipts for tuition for attending the teachers college of Columbia University.
 - b. The total amount of the loss relative to the theft by Hyman was \$22,610.00. The Board paid NJSBAIG its deductible of \$500.00, leaving a total remaining claim of \$22,110.00. Hyman paid the Board restitution in the amount of \$2,071.00, leaving a total remaining claim of \$20,039.00.
 - c. There are no other encumbrances on the amount claimed.
 - d. There are no other policies of insurance covering the property in question.
- 5. **Who is Bound.** The Board is bound by this Release. Anyone who succeeds to the Board's rights and responsibilities is also bound. This Release is made for NJSBAIG's benefit and all who succeed to NJSBAIG's rights and responsibilities, such as NJSBAIG's successors and/or assigns.
- **6. Signatures.** The Board acknowledges that its authorized representatives have carefully reviewed the terms of this Release, and that the Board understands and freely and voluntarily agrees to the terms herein.

7. Advice of Counsel. The Board warrants and represents that it has been represented by

counsel in negotiating and executing this Release; that it is satisfied with the representation of said counsel; that the Board has had an opportunity to consult with said counsel about this Release before signing it; and that the Board is signing this Release of its own free will. **RELEASOR:** ESSEX FALLS BOARD OF EDUCATION BY: Business Administrator/Board Secretary Sworn to and subscribed before me, This day of , 2012. Notary Public X. **Old Business / Board Discussion** XI. **New Business / Board Discussion** XII. **Meeting Open for Public Comment** XIII. Resolution to Enter Executive Session **BE IT RESOLVED** that the Board shall enter into executive session immediately following this meeting to discuss negotiations. 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:

XIV. 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 <u>Wednesday</u>, <u>September 5, 2012 at 7:30 P.M.</u> in the Superintendent's Office, and the next Regular meeting of the Board of Education will be <u>Wednesday</u>, <u>September 19, 2012 at 7:30 P.M.</u> 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	16	10	6
Mrs. Gann/Ms. Almeida-PM	PS	11	7	4
Mrs. Emma/Ms. Belmont	KE/B	19	8	11
Mrs. Massaro	1LM	12	5	7
Ms. Mitchell	1KM	12	6	6
Mrs. Brutman	2B	13	3	10
Ms. McMahon/Mrs. Hromoko	2M/H	14	4	10
Mrs. Haberman	3H	12	7	5
Mrs. Reynolds/Ms. McLain	3R/M	13	7	6
Mrs. Barshay	4B	19	6	13
Mrs. Hacker/Ms. Whitman	4H/W	19	8	11
Mrs. Banek/Mrs. Short	5B/S	13	7	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		212	100	112

Fire Drills: 2012-2013

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

Harassment, Intimidation & Bullying Report

As of Date of BOE Meeting	9/15/12	10/17/12	11/21/12	12/19/12	1/16/13
TOTAL # of Reported Incide	ents				
Number of Unfounded Incide	ents				
Number of Founded Inciden	ts				