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

THURSDAY, SEPTEMBER 20, 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 August 27, 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

- School Year Opening
- NJ ASK perfect score recipients
- Use of Technology Agreement
- Landscaping Update

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 - 06.

1. **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 6471 for Professional Development:

Staff Member: Michelle V. Gadaleta Event: Commissioner's Convocation

Location: Jackson Liberty High School, Jackson NJ

Date: 9/19/12 Cost: \$0

Staff Member: Michelle V. Gadaleta

Event: Teacher Evaluation Models Conference

Location: Mercer Community College, West Windsor, NJ

Date: 9/20/12 Cost: \$0

Staff Member: Jackie Castellano

Event: NJECC, Essex County G&T, Apple Store

Location: Various

Dates: Various (see attached)

Cost: \$0

Staff Member: Sara Dalton

Event: Conquer Mathematics Workshop

Location: Fairfield, NJ

Dates: 10/16/12, 11/20/12, 12/11/12, 1/23/13

Cost: \$420.00 (\$105 per session)

Staff Members: Catherine Codella, Katie McNish Event: Art Educators of New Jersey Fall Conference

Location: Hyatt Regency, New Brunswick, NJ

Dates: 10/1/12, 10/2/12 Cost: \$110.00 per person

Staff Member: Emily Ziccardi

Event: Conquer Mathematics Workshop

Location: Fairfield, NJ

Dates: 10/16/12, 10/17/12, 11/20/12, 12/11/12, 12/13/12, 1/23/13

Cost: \$630.00 (\$105 per session)

Staff Members: Candice Belmont, Debbie Emma Event: Dr. Jean's No More Worksheets Workshop Location: The Wilshire Grand Hotel, West Orange NJ

Date: 10/25/12

Cost: \$199.00 per person

Staff Member: Steven Lella

Event: BA Roundtable Discussion

Location: Hilton Gardens, 375 Mount Hope Ave, Rockaway NJ

Date: 9/27/12 Cost: \$50.00 Mileage: \$9.92

Staff Member: Steven Lella

Event: Academy for Newly Appointed School Business Administrators

Location: NJASBO Office, Robbinsville NJ

Dates: 9/25/12, 11/30/12, 1/24/13, 3/19/13, June TBD

Cost: \$100.00

Mileage: \$168.95 Total (\$33.79 each trip)

Staff Member: Steven Lella

Event: The Hows and Whys of Student Transportation

Location: Hilton Gardens, 375 Mount Hope Ave, Rockaway NJ

Date: 10/9/12 Cost: \$50 Mileage: \$9.92

Staff Member: Steven Lella

Event: Understanding your CAFR & Audit Review

Location: Hilton Gardens, 375 Mount Hope Ave, Rockaway NJ

Date: 11/9/12 Cost: \$50 Mileage: \$19.84

Staff Member: Steven Lella Event: ERIC North Meeting

Location: Forsgate Country Club, Monroe Township NJ

Date: 9/28/12 Cost: Free Mileage: \$24.80

Staff Member: Steven Lella

Event: Bergen & Passaic County – Tenure & Teacher Evaluation

Location: 333 East Ridgewood Avenue Paramus, NJ 07652

Date: 9/13/12 Cost: Free

Staff Member: Steven Lella

Event: Conduct Business at County BA Office

Location: Newark NJ Dates: 8/20/12 & 8/24/12 Mileage/Parking: \$29.88

	Staff Member: Steven Lella Event: School Construction Program – Dealing with School Construction Location: 178 Riders Lane, New Brunswick NJ Date: 10/11/12 Cost: \$25 Mileage: \$14.88				
	Move	d by:	Seconded by:		
	Ayes:		Nays:		
2.		he following substitu	a accepts and approves, as recompted for the 2012-2013 school year ckground check:	•	
	Teacher				
NOTE: Resume attached					
Moved by:		d by:	Seconded by:		
	Ayes:		Nays:		
3. RESOLVED that the Board of Education accepts and approves, as received the Superintendent, the second reading of the following policies:				nmended by	
	0151	Organization Meet	ing		
	0153	Annual Appointme	_		
	0167		n in Board Meetings		
	2361	Acceptable Use of Resources	Computer Networks/Computers	and	
	2363		ely-Owned Technology		
	2622	Pupil Assessment	5		
	3282	Use of Social Netw	vorking Sites – Teaching Staff		
	4282	Use of Social Netw	orking Sites – Support Staff		
	6470	Payment of Claims			
	Move	d by:	Seconded by:		
	Ayes:		Nays:		

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

After-school Enrichment on Wednesdays at 3:20-4:20pm 10/10/12, 10/17/12, 10/24/12, 11/14/12, 11/28/12, 12/5/12, 12/12/12, 12/19/12 Lego Class, Grades K-2, Room 103 Lego Class Grades 3-6, Media Center Cheerleading, Gym

After-school Enrichment on Thursdays at 3:20-4:20pm 10/11/12, 10/18/12, 10/25/12, 11/1/12, 11/15/12, 11/29/12, 12/6/12, 12/13/12

Cookie/Cupcake Decorating, Room 105 Fantasy Football Statistics, Media Center All Sports Class, Gym or Fields Mad Science, Room 110

Moved by: Seconded by:

Ayes: Nays:

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

Essex Fells Recreation Department Basketball Program Monday to Friday, approximately 4:30-7:45pm 11/12/12 through 3/8/13 Gymnasium

Moved by: Seconded by:

Ayes: Nays:

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the secretarial job descriptions.

NOTE: See attached job descriptions

Moved by: Seconded by:

Ayes: Nays:

VIII. Business Administrator's Report

- Audit work has begun
- Check received from NJSBAIG
- Approval received for Locker electrical work
- TD Bank monthly fees reduced
- PSE&G Direct Install Program for Government, Schools & Non-Profit Facilities

IX. 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 8/15/12
Executive Session Minutes 8/15/12

Moved by: Seconded by:

Ayes: Nays:

2. RESOLVED that the Board of Education approves the bills and claims for September 20, 2012 in the total amount of \$44,823.68 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for August 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$47,127.98 including \$43,803.91 for the gross payroll, \$2,448.57 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:

3. RESOLVED that the Board of Education approves the transfer of funds for the month of 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 month of July; 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:

- 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 the Superintendent's Evaluation. 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 on <u>Wednesday</u>, <u>October 3, 2012 at 7:30 P.M.</u> in the Superintendent's Office, and the next Regular meeting of the Board of Education will be on <u>Wednesday</u>, <u>October 17, 2012 at</u> 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	18	7	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	12	6	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		210	98	112

Fire Drills: 2012-2013

1110 2111101 2012					
Month	Fire Drill	Emergency Drill			
September	9/13/12	Lockdown 9/18/12			
October					
November					
December					
January					
February					
March					
April					
May					
June					

Harassment, Intimidation & Bullying Report

As of Date of BOE Meeting	9/20/12	10/17/12	11/21/12	12/19/12	1/16/13
TOTAL # of Reported Incidents	0				
Number of Unfounded Incidents	0				
Number of Founded Incidents	0				