

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

**WEDNESDAY, APRIL 28, 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 17, 2009. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress and the Star Ledger.

**I. Call to Order – 7:30 P.M. – Board Secretary**

**II. Flag Salute**

**III. Election Report – Board Secretary**

**IV. Reorganization of the Board of Education**

- A. Oath of Office
- B. Roll Call:
  - Mrs. Alison Cirenza
  - Mrs. Birgit Criqui
  - Mr. Peter Hutchinson
  - Mr. Steven LoCascio
  - Dr. Michelle Nitti-Zarr
- C. Election of President
- D. Election of Vice President

**V. Public Comment on Agenda Items Only**

**VI. Reorganization Action Items**

**RESOLVED** that the Board of Education approves Reorganization Action Items # 1 – 23.

Moved by:

Seconded by:

Roll Call:



Unemployment Trust Fund:  
TD North # 3451155389

Business Administrator/  
Board Secretary  
Treasurer

Student Activities Fund:  
TD North # 3451155656

Business Administrator/  
Board Secretary  
Superintendent/Principal

Moved by:

Seconded by:

Ayes:

Nayes:

4. **RESOLVED** that The Progress be designated as the official newspaper of the Essex Fells Board of Education of the Township of Essex Fells, and The Star Ledger be designated as the second newspaper for the publication of official notices and notification of meetings.

Moved by:

Seconded by:

Ayes:

Nayes:

5. **RESOLVED** that the Board of Education approves the following dates for its public meetings in the ensuing year:

Wednesday	May 26, 2010	Regular Monthly Business Meeting
Wednesday	June 23, 2010	Regular Monthly Business Meeting
Wednesday	August 25, 2010	Regular Monthly Business Meeting
Wednesday	September 22, 2010	Regular Monthly Business Meeting
Wednesday	October 27, 2009	Regular Monthly Business Meeting
Wednesday	November 17, 2010*	Regular Monthly Business Meeting
Wednesday	December 22, 2010	Regular Monthly Business Meeting
Wednesday	January 26, 2011	Regular Monthly Business Meeting
Wednesday	February 23, 2011	Regular Monthly Business Meeting
Wednesday	March 30, 2011*	Regular Monthly Business Meeting
Wednesday	April 20, 2011*	Regular Monthly Business Meeting

\* Not the fourth Wednesday of the month

Moved by:

Seconded by:

Ayes:

Nayes:

- 6. RESOLVED** that all Policies & By-Laws and the Administrative Regulations of the Board of Education of the Borough of Essex Fells now in effect shall be continued until such time as they are amended, revised, or rescinded.

Moved by:

Seconded by:

Ayes:

Nayes:

- 7. RESOLVED** that the Board of Education approves the existing curriculum for the 2010-2011 school year.

**NOTES:** See Attachment B

Moved by:

Seconded by:

Ayes:

Nayes:

- 8. RESOLVED** that the Board of Education approves the existing textbooks for the 2010-2011 school year.

**NOTES:** See Attachment C

Moved by:

Seconded by:

Ayes:

Nayes:

- 9. RESOLVED** that the amount of district taxes needed to meet the obligations of this Board of Education for the school year commencing July 1, 2010 through June 30, 2011 is \$3,846,609 and the Borough of Essex Fells is hereby requested to place in the hands of the Custodian of School Monies that amount in 12 monthly installments of \$320,550.75 to be paid on or before the tenth (10<sup>th</sup>) of each month; and







**BE IT FURTHER RESOLVED** that the activities/functions scheduled by these organizations will be brought to the attention of the Board.

Moved by:

Seconded by:

Ayes:

Nayes:

**21. RESOLVED** that the Board of Education appoints Nicole Russo as the 504 Officer for the 2010-2011 school year.

Moved by:

Seconded by:

Ayes:

Nayes:

**22. RESOLVED** that the Board of Education appoints the Business Administrator/ Board Secretary as the district Affirmative Action Officer, Public Compliance Officer, and Custodian of Records for the 2010-2011 school year.

Moved by:

Seconded by:

Ayes:

Nayes:

**23. RESOLVED** that the Board of Education reaffirms its policies on Affirmative Action, Equal Educational Opportunity, and Recruitment, Selection and Hiring.

Moved by:

Seconded by:

Ayes:

Nayes:

**VII. Superintendent's Report**



**VIII. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent's Resolutions # 1 – 10.

Moved by:

Seconded by:

Roll Call:

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

- June 3            Grade 6 – Mock Trial
- June 10         Kindergarten – Crayola Factory
- June 14         Grade 6 – NYC
- June 21         Grade 4 – Environmental Center

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 Member: Debbie Emma, Monica Heaney (replacing Donna Hennessy)  
 Event: 2010 Kindergarten Conference  
 Location: Harrison School, Caldwell-West Caldwell, NJ  
 Dates: May 11, 2010  
 Cost: \$20 per workshop plus mileage per OMB rate

Staff Member: Beth Mahaney  
 Event: Dyslexia, Dyscalculia & Dysgraphia  
 Location: Saddle Brook, NJ  
 Dates: May 6, 2010  
 Cost: \$169 or \$189 per workshop plus mileage per OMB rate

Staff Member: Jason Brohm  
 Event: PRISM  
 Location: Montclair State University  
 Dates: June 9-10, 2010  
 Cost: \$140 per workshop plus mileage per OMB rate



5. **RESOLVED** that the Board accepts and approves, as recommended by the Superintendent, the renewal of agreements with the Essex County Educational Services Commission for the 2010-11 school year for the following services, as needed, and at the rates indicated:

Physical Therapy	\$97.00/hour
Child Study Team Evaluations	
<u>Assessments</u>	
Educational	\$300
Social	\$300
Psychological	\$300-\$310
Speech	\$300
Bilingual	\$400
Home Instruction	\$40/hour

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, extending a contract to the following non-tenured staff members for the 2010-2011 school year:

- Rosalie Almeida
- Jason Brohm
- Monica Heaney
- Kaitlyn Kerrigan
- Stephanie Vallone (.40)
- John Viggiano \*
- Jeanine Whitman
- Emily Ziccardi

**NOTES:** Tenure awarded as of September 7, 2010  
\* Tenure awarded as of November 8, 2010

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the addition of Gail Ellowitch to the list of stipend compensation for the Fifth Grade Field Trip during the 2009-2010 school year in the amount of \$125.00, in accordance with the EFTA contract.

Moved by:

Seconded by:

Ayes:

Nayes:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the rate of pay of \$16.00/hour for Julie Dispenziere, payroll clerk, for the 2009-2010 school year.

Moved by:

Seconded by:

Ayes:

Nayes:

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, Sonal Chauhan to assist in the migration of school e-mail to a new system during the summer of 2010 at a total cost of \$500.

**NOTES:**

G-mail

- No license fee
- Can keep domaine name
- No need for new server as requested for Exchange sustem

Moved by:

Seconded by:

Ayes:

Nayes:



- 2. **RESOLVED**, that the Board of Education approves the bills and claims for April 28, 2010 in the total amount of \$79,864.19 as certified by the Interim Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for March 2010 as certified by the Interim Business Administrator and approved by the Superintendent and Board President in the total amount of \$326,285.52 including \$303,149.41 for the gross payroll, \$4,342.23 for the Board’s share of FICA/Medicare and \$18,793.88 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nayes:

- 3. **RESOLVED** that the Board of Education approves the transfer of funds for the month of March 2010 as certified by the Interim Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nayes:

- 4. **WHEREAS**, the Board of Education as received the Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the months of February 2010; 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:

Nayes:

- 5. **RESOLVED** that the Board of Education approves participation in the Sussex County Regional Cooperative for transportation services for the 2010-2011 school year on an as needed basis.

Moved by:

Seconded by:

Ayes:

Nayes:

- 6. **RESOLVED** that the Board of Education acknowledge the communication from Michael Puerari, of Puerari Computers, offering to reduce the hourly rate in his current agreement with the Board for the 2009-10 school year for computer/system maintenance and repairs to \$45.00 per hour, effective April 1, 2010; and

**BE IT FURTHER RESOLVED** that the Board, on behalf of the citizens of Essex Fells, formally thanks Mr. Puerari for this consideration.

Moved by:

Seconded by:

Ayes:

Nayes:

7. **RESOLVED** that the Board of Education approves the Lease Purchase of three copiers through Atlantic Business Products in accordance with the State Contract #A51464, said lease payments totaling \$959.00 per month with a \$1 per unit buy-out at the end of the lease; and

**BE IT FURTHER RESOLVED** that the maintenance and equipment supplies be provided by Atlantic Business Products under the State Contract #A51464 at the rate of \$0.0075/copy; and

**BE IT FURTHER RESOLVED** Interim Business Administrator be authorized to sign and execute the documents for the lease to be effective July 1, 2010.

Moved by:

Seconded by:

Ayes:

Nayes:

**XI. Board Committee Reports**

**XII. Meeting Open to Public**

- 1. Public Comment

**XIII. Adjournment**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. The next meeting of the Board of Education will be **Wednesday, May 26, 2010 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nayes: