

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session October 27, 2010 in the Media Center of the Essex Fells School. The meeting was called to order by, Board President Michele Nitti at 7:36 p.m. Dr. Nitti read the following Statement of Compliance with the Open Public Meetings Act: "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 May 6, 2010. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, the Star Ledger, and posted on the district web-site."

I. Call to Order – 7:36 p.m.

II. Roll Call

Mrs. Alison Cirenza - present
Mrs. Birgit Criqui – present
Mr. Peter Hutchinson – present
Mr. Steven LoCascio, Vice- President - present
Dr. Michele Nitti, President - present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Michael Davison, Business Administrator/Board Secretary, and members of the public.

III. Flag Salute

The President led the salute to the flag.

IV. President's Report

The Board President reviewed the Board Goals for 2010-2011. The goals were read into the record as follows:

1. Complete Policy Update.
2. Continue two-way communication and transparency with the community.
3. Board's role in the identification of accountability with the transition of a new administration.
4. Implementation of the committee as a whole.

The Superintendent discussed the updated District / Superintendent's Goals for the 2010-2011 school year.

The Board President reported that the feedback from the Board Attorney was to take no action with regard to the County Superintendent's decision to not approve an increase in salary for the Superintendent. The consensus from the Board was to take no action at this time.

The President suggested that the Board look into establishing an Ad Hoc Committee to determine the feasibility of having the 7th and 8th grade students remain at Essex Fells School. A member of the Board inquired as to what the purpose of the Committee would be. The President responded that setting a purpose would be part of establishing an Ad Hoc Committee. The consensus of the Board was that additional information was needed prior to making a decision. The Board President agreed to gather more information and update the Board at a subsequent meeting.

V. Public Comment

No comment.

VI. Superintendent's Report

The Superintendent reported that Essex Fells School is Celebrating Red Ribbon Week with daily themes supporting a Safe and Drug Free Life. The school nurse has been reinforcing the importance of making positive choices and standing up to the influences of drugs and alcohol.

Mrs. Gadaleta reported that the Violence and Vandalism Report 2009-2010 includes zero incidences of Violence and Vandalism at the Essex Fells School during last school year. State incidents declined in 4 out

of 5 reported areas. A minor incident was reported on Monday, October 25, 2010 of writing on the side of the Upper Building. EFPD made a report and the damage was corrected with no additional charge to the district.

The Superintendent reported that NJASK score reports from Spring 2010 revealed that the students clearly exhibited strengths in Math while also identifying a weakness in the Expository Writing portion of the Language Arts test. The graphs illustrate how Essex Fells compares to J districts and the State, School comparisons over the span of years, and Grade comparisons over a span of years. Scores will have an impact on our NJQSAC (State Monitoring) scores.

Mrs. Gadaleta reported that the District/Superintendent Goals have been amended to include more District Wide Goals and a Superintendent Action Plan.

The Superintendent reported that a preliminary discussion has begun regarding the School Calendar for the 2011-2012 school year. PTA and BOE discussion has taken place in addition to options given to the EFTA.

The Superintendent reported that Learning Links have been added to our School Website Homepage. Parents can access these links in addition to those on the teachers' individual sites for home practice and reinforcement.

Mrs. Gadaleta reported that the Social Skills Opt-out forms were sent home to all parents. Students may be chosen to serve as a positive peer model for a student who receives social skills support.

The Superintendent reported that new State emergency drills have been put into place beginning November 1st. In addition to more emergency drills and less fire drills, there has been a decision to use practical language instead of "codes". The sending districts met to discuss common language that would be used for an efficient transition to West Essex. The students and staff will be informed of the changes. Additional numbering in the building is also required on exits, doors, and windows. Ongoing correspondence with EFPD will insure this revised plan is accurate and comprehensive.

The Superintendent reported on the Smartboard Demonstration and Smartboard/Interwrite Exchange Initiative. The Teachers Association has written a letter expressing their support of the Smartboards. The letter has been presented to the PTA, and in turn will be passed on to the 2004-2009 6th grade parents, to consider expending their remaining funds as a gift to the school.

VII. Superintendent's Resolutions

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

Grade 1 to Paper Mill Playhouse, Millburn, NJ	November 30, 2010
Moved by: Mrs. Cirenza	Seconded by: Mrs. Criqui
Ayes: 5	Nayes: 0

- 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:

Deana Hromoko	MA+15 to MA+30	Step 9
Moved by: Mrs. Cirenza	Seconded by: Mrs. Criqui	
Ayes: 5	Nayes: 0	

3. **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: Jackie Castellano
Event: NJECC Workshops
Location: Montclair State University
Dates: 9/24/10, 10/22/10, 11/19/10, 12/17/10, 1/21/11,
2/18/11, 3/15-17/11, 5/13/11, 6/10/11
Cost: \$0

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. Criqui
Nays: 0

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: Donna Hennessy
Event: Units of Study Across the Year Workshop
Location: Secaucus, NJ
Dates: 11/17/10
Cost: \$199

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. Criqui
Nays: 0

5. **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: Kaitlyn Kerrigan
Event: Units of Study Across the Year Workshop
Location: Secaucus, NJ
Dates: 11/17/10
Cost: \$219

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. Criqui
Nays: 0

6. **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: Rosemarie Haberman
Event: Getting to the Core of Mathematics Workshop
Location: Morris-Union Jointure Commission, New Providence, NJ
Dates: 11/18/10
Cost: \$140

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. Criqui
Nays: 0

- 2. RESOLVED that the Board of Education approves the bills and claims for October 27, 2010 in the total amount of \$94,300.58 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September 2010 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$266,751.57 including \$247,863.56 for the gross payroll, \$3,286.53 for the Board’s share of FICA/Medicare and \$15,601.48 for the State’s share of FICA/Medicare.

Moved by: Mrs. Criqui Ayes: 5 Seconded by: Mr. LoCascio Nays: 0

- 3. RESOLVED that the Board of Education approves the transfer of funds for the months of September and October as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mrs. Criqui Ayes: 5 Seconded by: Mr. LoCascio Nays: 0

- 4. WHEREAS, the Board of Education has received the Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the months of July and August 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: Mrs. Criqui Ayes: 5 Seconded by: Mr. LoCascio Nays: 0

- 5. RESOLVED that the Board of Education approves the appointment of Mr. Michael Davison, Business Administrator, as the Public Agency Compliance Officer (P.A.C.O.) in accordance with Affirmative Action rule changes pursuant to P.L. 1975 c.127 (N.J.A.C. 17:27) public contracts for the 2010-11 school year.

Moved by: Mrs. Criqui Ayes: 5 Seconded by: Mr. LoCascio Nays: 0

6. **RESOLVED** that the Board of Education approves the M1/Comprehensive Maintenance Plan for the period FY'10 through FY'12, and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mr. LoCascio
Nayes: 0

7. **RESOLVED**, that the Board approve the cancellation of stale dated checks/payments from prior years as noted below, said funds to be posted to the general fund as miscellaneous revenue.

General Fund: TOTAL = \$ 105.38

Check #	Amount
8552	\$0.38
10481	\$95.00
Wire to Agency	\$10.00

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mr. LoCascio
Nayes: 0

8. **RESOLVED**, that the Board amend Business Resolution #9 of the June 23, 2010 regular meeting as denoted below to correct a typographical error and thereby reflecting the true intention of the board.

WHEREAS, N.J.S.A.18A:21-2, N.J.S.A.18A:7G-31, and N.J.S.A.18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Essex Fells Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a **Capital** Reserve account at year end, and

WHEREAS, the Essex Fells Board of Education has determined that an amount not to exceed \$50,000 may available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Essex Fells Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations in an amount not to exceed \$50,000.

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mr. LoCascio
Nayes: 0

X. **Board Reports- New Business**

The Board discussed the Regular Monthly Business Meeting scheduled for December 22, 2010. The consensus of the Board was to reschedule the December 22, 2010 meeting to December 8, 2010.

XI. **Meeting Open for Public Comment**

Members of the public expressed concern over some of the results of the NJASK scores. The Board President and Superintendent addressed these concerns. The President outlined some of West Essex Regional's procedures regarding placing students in different tracks. The Superintendent addressed the public and explained options

that have been looked into with regard to getting children extra help. Mrs. Gadaleta commented that the district uses Study Island which has questions similar to the types of questions asked on the NJASK. The Superintendent met with teachers within district to address the results and met with administrators from the West Essex Regional regarding how students from Essex Fells are performing in grades 7 and 8.

A member of the public inquired as to whether all grades homework assignments are posted on the respective teacher’s website. The Superintendent responded that all classes are to be using the class websites for posting homework.

XII. 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 **Wednesday, November 10, 2010 at 7:00 P.M.** in the Superintendent’s Office, and the next **Regular meeting** of the Board of Education will be **Wednesday, November 17, 2010 at 7:30 P.M.** in the Media Center.

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mr. LoCascio
Nayes: 0

Student Enrollment as of 10/27/10:

Teacher	Section	Total	M	F
Mrs. Gann/Mrs. Costello	PS	11	5	6
Mrs. Emma/Mrs. Heaney	KE/H	15	4	11
Mrs. McMahon	KM	15	4	11
Mrs. Massaro/ Ms. Almeida	1M/A	12	6	6
Ms. Mitchell	1M	13	6	7
Mrs. Barshay	2B	20	7	13
Mrs. Brutman/Mrs. Hromoko	2B/H	20	8	12
Mrs. Haberman	3H	13	7	6
Ms. Kerrigan/Ms. Ziccardi	3K/Z	13	6	7
Mrs. Hacker	4H	15	9	6
Mrs. Reynolds/Mrs. Short	4R/S	15	8	7
Mrs. Banek/Ms. McLain	5B/M	16	8	8
Ms. Craveiro	5C	17	5	12
Mr. Brohm	6B	23	10	13
Mrs. Buonomo/Mrs. Whitman	6B/W	24	12	12
TOTALS		242	105	137

2010-2011 Fire Drills:

Month	Fire Drill	Emergency Drill
September	9/16	
	9/28	
October	10/11	
	10/22	

Respectfully submitted,

Michael Davison
Business Administrator/Board Secretary