

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session November 17, 2010 in the Media Center of the Essex Fells School. The meeting was called to order by, Board President Michele Nitti at 7:33 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 – 7:33 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 provided a synopsis of the discussion that occurred at the November workshop meeting regarding Essex Fells 7<sup>th</sup> and 8<sup>th</sup> Graders.

**V. Public Comment**

No comment.

**VI. Superintendent's Report**

The Superintendent reviewed and discussed the following items with the Board:

- American Education Week is November 14th-20th. Essex Fells continues to meet and exceed state requirements for an appropriate public education. The Board of Education along with ongoing support from our PTA and Foundation, encourage and maintain high expectations and enriched educational experiences for our Essex Fells students.
- The NJQSAC self-evaluation DPR Tally has been submitted to the NJDOE.
- The Borough has been contacted to schedule a meeting between the Mayor and BOE Representatives to discuss our regional relationship with West Essex.
- Grammar, Math, and Handwriting sample materials are arriving in district and will be reviewed over the course of the year for possible adoption for the 2011-2012 and 2012-2013 school years.
- Preliminary calendar creation has begun with the Teachers' Association, West Essex, and the other sending districts.
- An application has been submitted to the NJDOE for a possible nomination to the Blue Ribbon Award selection process.
- Strauss Esmay is in receipt of our first of three manuals to develop a proof version for the Board of Education to review before the adoption of new policies.
- A Lockdown Drill was performed on November 17th. Two EFPD Officers were present and the drill went smoothly clearing both buildings in less than 10 minutes. Safety and Security procedures are being updated to meet new State guidelines and will be reviewed with the Staff and Police Department at their completion.

**VII. Superintendent’s Resolutions**

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

Grade 4 to Princeton, NJ - December 1, 2010

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

- 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: Sonja Oftedal  
Event: ADHD as a Disorder of Self Regulation and Executive Functioning  
Location: FDU, Hackensack, NJ  
Date: December 2, 2010  
Cost: \$25

Staff Members: Dorotea Banek, Nina Buonomo, Judi Reynolds,  
Event: Understanding the NJASK Holistic Scoring Rubric  
Location: Kenilworth School District  
Date: December 15, 2010  
Cost: \$75 per workshop per person

\*Staff Member: Roe Haberman  
Event: Understanding the NJASK Holistic Scoring Rubric  
Location: Kenilworth School District  
Date: December 15, 2010  
Cost: \$75 plus \$5.64 mileage per OMB rate

\*Staff Member: Jason Brohm  
Event: Conquer Mathematics Workshop  
Location: Fairfield, NJ  
Date: 11/18/10, 12/8/10, 1/18/11, 3/2/11, 4/5/11, 5/17/11  
Cost: \$570 (\$95 per workshop)

\*NOTE: Newly added to the resolution

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

- 3. **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>
Stephanie Lima	Emily Ziccardi/Kaitlyn Kerrigan	Caldwell College

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, Julie Dispenziere as Part-time Payroll Clerk for the 2010-2011 school year at a salary of \$16.00/hour.

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following mentors for first-year teachers for 2010-2011, which includes a mentoring fee of \$550.00 to be paid by the first-year teacher.

First-Year Teacher  
Monica Craveiro  
Katie McLain

Mentor  
Judi Reynolds  
Laura Short

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Laura Brutman be extended through Monday, January 3, 2011.

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the extension of the Maternity Leave Replacement Position for Donna Hennessy until Thursday, December 23, 2010, at the rate of \$100/day.

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that Judi Reynolds fulfills her administrative internship under the supervision of Michelle Gadaleta from January to June 2011.

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

9. **WHEREAS**, the Essex Fells Board of Education in the County of Essex is undergoing evaluation under NJ QSAC for the 2010-2011 school year, and

**WHEREAS**, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses and the Statement of Assurance with respect to this process, and

**WHEREAS**, the Essex Fells Board of Education has reviewed the districts DPR responses and Statement of Assurance and hereby approves these documents.

**NOW THEREFORE BE IT RESOLVED**, that the Essex Fells Board of Education does hereby authorize the Superintendent of Schools to submit the DPR and Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f).

Moved by: Mrs. Criqui  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

**VIII. Business Administrator's Report**

The Business Administrator reviewed the proposed 2011-2012 budget calendar.

**IX. Business Resolutions**

1. **RESOLVED** that the Board of Education accepts the minutes of the following meetings:  
 October 13, 2010 Special / Workshop Meeting  
 October 27, 2010 Regular Meeting

Moved by: Mr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Criqui  
 Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for November 17, 2010 in the total amount of \$113,172.70 as certified by the Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for October 2010 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$259,810.47 including \$241,415.71 for the gross payroll, \$2,933.86 for the Board's share of FICA/Medicare and \$15,460.90 for the State's share of FICA/Medicare.

Moved by: Mr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Criqui  
 Nays: 0

3. **WHEREAS**, the Board of Education has received the Report of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of September 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 month be accepted and shall become a part of the official minutes of this meeting.

Moved by: Mr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Criqui  
 Nays: 0

4. **RESOLVED** that the Board of Education approves the wire transfer payment of \$16,087.50 for interest due on the Essex Fells School District bonds to Cede & Co., as registered owner and nominee for the Depository Trust Company, said payment due on January 1, 2011.

Moved by: Mr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Criqui  
 Nays: 0

**X. Board Reports- New Business**

No Report.

**XI. Meeting Open for Public Comment**

Marla Kearny presented a Use of Facilities request to the Board for a PTA movie screening. The Board will take a vote on this request at the December 8, 2010 meeting.

A member of the public inquired as to the status of the curriculum update.

A member of the public inquired how the NJQSAC DPRs were submitted.

**XII. Adjournment**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned at 8:07 p.m. The next **Workshop meeting and Regular meeting** of the Board of Education shall be combined and held on **Wednesday, December 8, 2010 at 7:30 P.M.** in the Media Center.

Moved by: Mrs. Cirenza  
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
<b>TOTALS</b>		242	105	137

**2010-2011 Fire Drills:**

Month	Fire Drill	Emergency Drill
September	9/16	
	9/28	
October	10/11	
	10/22	
November	11/12	Lockdown 11/17

Respectfully submitted,

Michael Davison  
Business Administrator/Board Secretary