

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session December 8, 2010 in the Media Center of the Essex Fells School. The meeting was called to order by Board President Michele Nitti at 7:30 PM. 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 on November 10, 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 – 7:30 PM.

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 several members of the public.

III. Flag Salute

The President led the salute to the flag.

IV. President's Report

The Board President reported that the Board is looking into conducting a feasibility study that would survey the community.

The Board President reviewed the process for establishing an Ad Hoc Committee.

The Board President stated that the Board is looking at all possibilities and options when analyzing the relationship between Essex Fells School and West Essex.

The Board President reported that the first of three Strauss Esmay policy books has been reviewed by Mrs. Gadaleta. The Superintendent has provided a copy of book one to the Board and that the Board will begin to review the policies. The Board President noted that most discussion will take place at the Board's workshop meetings.

V. Public Comment

No comment.

VI. Superintendent's Report

The Superintendent reported on the following items:

On December 21st members of the EFS Chorus will travel by bus, thanks to our PTA, to Canterbury Village to present a Winter Concert to the Senior Residents.

In an effort to dismiss the students earlier in June, the 2011-2012 calendar reflects modifications to Professional Development days and President's Weekend Break to have a scheduled Student Dismissal on Thursday, June 14, 2012.

The Curriculum Revision Cycle used by the Consortium was revised to reflect the changes in NJ Department of Education's adoption of Common Core Standards.

Budget requests have been submitted to the Business Office by our staff members. New initiatives such as Grammar, Handwriting, Achieve 3000, and MAP testing are all under consideration for next year. The administration will review and revise all requests when building the 2011-2012 school budget.

The 6th grade teachers recently participated in an articulation with the 7th grade teachers at West Essex. The meeting proved to be useful in the transition of our students to Middle School in regards to curriculum and expectations.

A meeting with the EFPD was held on Monday, December 6, 2010 to review the updated Safety and Security plan. The new drill requirements were also shared with our students and staff at the December Student Body Meeting to prepare them for the additional drills.

Report Cards for the first Trimester will be sent home on Friday, December 10, 2010.

VII. Superintendent's Resolutions

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 9250 for Professional Development:

Staff Members: Katie McLain, Emily Ziccardi
 Event: "Co-Teaching That Works" Workshop
 Location: Newark: Ramada Plaza - Airport
 Date: 1/28/11
 Cost: \$215 per workshop per person

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2011-2012 school calendar.

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum Revision Cycle for 2010-2015.

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student teacher from Caldwell College for the Spring Semester of the 2010-2011 school year:

Student Teacher
 Vincent Peri

Cooperating Teacher
 John Trogani

Hours
 Minimum 30 hours of
 in-school observation

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that Joe Cioffi, Physical Education Teacher from North Arlington, NJ, observes the PE classes of John Viggiano at a date to be determined.

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

- 6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the hiring of Caitlin Sekel as Paraprofessional at an hourly rate of \$17.00/hr annualized as \$18,564.00, pro-rated, to be effective January 3, 2011 to the end of the school year, pending an archived criminal history/background check.

Moved by: Mrs. Criqui Seconded by: Mrs. Cirenza
Ayes: 5 Naves: 0

- 7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitute for the 2010-2011 school year, at \$70/day, pending the usual criminal history and background check:

Jane McWilliams Teacher

Moved by: Mrs. Criqui Seconded by: Mrs. Cirenza
Ayes: 5 Naves: 0

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

Grades 4-6 Chorus Students to Canterbury Village, West Orange, NJ - 12/20/10

Moved by: Mrs. Criqui Seconded by: Mrs. Cirenza
Ayes: 5 Naves: 0

VIII. Business Administrator's Report

The Business Administrator reported that the district has received the audit for the year ending June 30, 2010 and that the audit did not contain any recommendations.

The Business Administrator reported that the 2011-2012 budget is in its preliminary stages and will continue to update the Board as the budget development continues.

IX. Business Resolutions

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

November 10, 2010 Workshop Meeting
November 17, 2010 Regular Meeting

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

- 2. RESOLVED that the Board of Education acknowledge receipt of and accepts the Comprehensive Annual Financial Report (CAFR) of the Essex Fells School District and the Auditors' Management Report with no recommendations, prepared by the auditing firm of Samuel Klein and Company for the fiscal year ending June 30, 2010.

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

- 3. RESOLVED that the Board of Education approves the bills and claims for December 8, 2010 in the total amount of \$100,503.11 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for November 2010 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$254,114.34 including \$236,417.58 for the gross payroll, \$2,798.44 for the Board’s share of FICA/Medicare and \$14,898.32 for the State’s share of FICA/Medicare.

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mr. LoCascio
Nays: 0

- 4. **RESOLVED** that the Board of Education approves the transfer of funds for the month of November 2010 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

- 5. **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 October 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

- 6. **RESOLVED** that the Board of Education approve the use of District Facilities to the following organizations, provided all required documents are submitted.

Group: Essex Fells Brownie Troops
Location: Media Center
Date: 12/15/10
Time: 6:00-8:00 PM

Group: Girl Scout Troop 602
Location: Kindergarten Room #200 (*Media Center)
Date: 11/9/10, 12/17/10, 1/21/11*, 2/11/11, 4/29/11, 5/27/11
Time: 3:10-4:30 PM

Group: Essex Fells Recreation Department (PS & K Basketball Clinic)
Location: Gymnasium
Date: Tuesdays & Fridays, January–February 2011, beginning 1/11/11
Time: 3:10-4:10 PM

Group: Essex Fells PTA
 Location: Gymnasium
 Date: 1/12/11
 Time: 7:00-9:30 PM

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mr. LoCascio
 Nays: 0

7. **RESOLVED**, that the Essex Fells Board of Education approves an amendment to the annual meeting schedule for the additional Workshop Meetings as listed below, to allow for the Board to function as a Committee-of-the-Whole, as permitted by Policy # 9130. Unless otherwise advertised as special meeting, no formal action shall be taken at said Workshop meetings, except to enter executive session for personnel matters as permitted by law. Workshop meetings shall be held in the Superintendent's Office commencing at 7:30 PM.

Wednesday, January 12, 2011
 Wednesday, February 9, 2011
 Wednesday, March 9, 2011
 Wednesday, April 6, 2011

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mr. LoCascio
 Nays: 0

- X. **Board Reports- New Business**
 No Report.

XI. **Meeting Open for Public Comment**

A citizen expressed her concern over the feasibility study regarding the relationship between Essex Fells School and West Essex. This citizen was concerned that if the 7th and 8th grade were to return to Essex Fells, the students would not be provided the same level of education that West Essex provides.

A member of the public inquired whether Essex Fells has the capacity to handle the return of the 7th and 8th grade students.

A member of the public expressed her concern that the Board was moving forward without involving the public.

A citizen commented that the state is moving towards consolidation and the possibility of having the 7th and 8th grade return to Essex Fells was very unlikely.

A student from West Essex addressed the Board and detailed his experience with assimilating to West Essex.

A member of the public suggested that a significant saving would be needed to entertain the idea of bringing the 7th and 8th grade back to Essex Fells.

A citizen inquired whether the Board was looking at only the 7th and 8th grade and wanted to know whether there was any discussion regarding the 9-12 graders of West Essex.

A member of the public expressed her concern over the effect removing the 7th and 8th grade would have on the relationship between Essex Fells and West Essex.

A citizen expressed her belief that there is great value in all the opportunities that are available to students who attend West Essex.

A member of the public requested that the Board keep the public informed as to the status of the feasibility study.

A member of the public inquired about the 2% cap on unreserved fund balance. The member of the public recommended that the Board consider increasing the emergency reserve account when the district operates at a surplus.

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, January 12, 2011 at 7:30 PM** in the Superintendent’s Office. The next **Regular meeting** of the Board of Education will be **Wednesday, January 26, 2011 at 7:30 PM** in the Media Center.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mrs. Criqui
Nays: 0

Student Enrollment as of 12/8/10:

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	
November	11/12	Lockdown 11/17
December		

Respectfully submitted,

Michael Davison
Business Administrator/Board Secretary