

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 January 7, 2020. 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. Call to Order-7:32 P.M.**

- The meeting was called to order by the Board President.

**II. Roll Call**

Mrs. Kris Huegel, President-Present  
Mrs. Bethany Buccino, Vice-President-Present  
Dr. Steven LoCascio-Present  
Mr. Theodore Skopak-Present  
OPEN

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary and 22 members of the public.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Board of Education Appointment**

- A. Oath of Office: Board Secretary  
B. Roll Call: President  
Mrs. Kris Huegel, President-Present  
Mrs. Bethany Buccino, Vice-President-Present  
Dr. Steven LoCascio-Present  
Mr. Raj Mehta-Present  
Mr. Theodore Skopak-Present

**V. Public Comment on Agenda Items**

- None

**VI. President's Report**

Hi Everyone-

Thank you for joining us tonight. We have a lot of stuff to go over, so I will try and be brief.

I want to thank everyone who responded to our Board Survey. We had 75 families, representing 122 students, which is approximately 47% of the EFS population. To reiterate, the survey was an initiative of the Board of Education to ascertain how our school community has addressed the last few months. As a community, we are so fortunate to have such high parental involvement and know that the best interest of the school holistically is the common goal for everyone.

The staff had to reinvent the way they teach in a matter of days due to the nature of the pandemic. We feel that the results of the survey show that they adapted well during these difficult circumstances, and did everything they could to

accommodate and explain things to students and parents from the distance learning model. Since there is a possibility of remote learning again in the future, the data collected will be used to help the staff.

After the BOE has had an opportunity to discuss the results, there will be discussions with Mrs. Gadaleta on how to utilize the information for data driven decision making. The feedback provided is very helpful information in regards to the parent and student needs. We really appreciate that so many of you took your time and answered the questions openly and honestly.

The Governor has not announced his decision regarding what school will look like for the fall semester in New Jersey, and public schools have no additional information. Mrs. Gadaleta and the Board do not decide on whether school will be in person or not. As we wait for Governor Murphy's decision, Mrs. Gadaleta has organized a reopening committee that she will be speaking about later in this meeting. The health and safety of the students and staff is a priority, as are their academic and emotional needs.

We would like to thank Mrs. Emma for spending so many years of her life being a teacher here at Essex Fells School. We are so grateful to her for everything she has done for the children, and wish her all the best in her future endeavors. We will miss her.

At the end of the summer, Mrs. Whitman will be leaving EFS and we wish her all the best and thank her for her years of service.

Thank you to all the parents, students and teachers for all of your hard work, dedication and flexibility during these difficult times. We made it through this spring because of each and everyone one of you. Thank you to the entire school staff, the Board recognizes that even though we are not all in the building all of you have been working harder than ever. Thank you also to the PTA and Foundation for all of your support. We also thank the parents and teachers who worked with the administration to plan meaningful graduation ceremonies for Pre-K, Kindergarten and 6th graders. Lastly, thank you to Mrs. Gadaleta for continuing to steer the ship. I know this is not what any of us were expecting from 2020, but we appreciate everyone working together and doing the best that we can for the kids.

The Board reviewed the survey results.

## **VII. Superintendent's Report**

- Mrs. Gadaleta noted that the school closing pick up and drop off went relatively well.
- Mrs. Gadaleta thanked the PTA for setting up the All School Assembly with Mr. Jack O'Callahan, US Hockey Olympic Medal winner.
- Mrs. Gadaleta explained the 6<sup>th</sup> grade promotion procedure.
- Mrs. Gadaleta reported that ESY will be done remotely.
- Mrs. Gadaleta introduced the Reopening Committee members.
- Mrs. Gadaleta noted that HIB Grades Reports still need to be submitted. There are no delays to the states submission guidelines.
- Mrs. Gadaleta stated that we will be holding September and April dates for School Pictures for the 2020-21 school year.
- Mrs. Gadaleta informed the Board that the EFPD will submit a use of facilities for tests and a promotion meeting.
- Mrs. Gadaleta wished Mrs. Whitman all the best in her future endeavors. Mrs. Gadaleta noted she is setting up Zoom meetings for interviews.
- Mrs. Gadaleta stated that the teachers are working on building class lists, and she may hold the go live date.
- Mrs. Gadaleta noted how excellent the Student Council Executive Board Elections speeches were and welcomed the new group.

**VIII. Old Business / Board Discussion**

- Mrs. Gadaleta referenced the completion of her 2019-20 Merit Goals. She will continue to meet with the EFPD on a monthly basis.
- Mrs. Gadaleta noted the completion of BOE and District goals for 2019-20.
- Mrs. Gadaleta informed the BOE that the School Closure Plan was available on the website.
- Mrs. Gadaleta and the Board discussed policy.

**IX. New Business / Board Discussion**

- Mrs. Gadaleta and the Board reviewed BOE goals for 2020-21.
- Mrs. Gadaleta noted the Superintendent/District goals for 2020-21 will be formulated off of the BOE Goals.
- Mrs. Gadaleta noted that Superintendent and BA merit goals for 2020-21 are TBD.
- The Board discussed possible reduction in preschool tuition for 2020-21 if we begin remotely. Dr. LoCascio noted to keep in mind that the tuition is used to offset the cost of staff and supplies. The preschool program is needed and prepares the children for kindergarten.
- Mrs. Gadaleta noted the resolution for Mrs. Whitman and that she will make every effort to allow her to leave early however that her 60 days' notice is through August 14<sup>th</sup>.
- Mrs. Gadaleta explained resolution #31 and why the district refuses Title 1 funding each year since the funds are calculated on free and reduced lunch and poverty level census data. The Board discussed and noted that in these unprecedented times and reduction in state aid the funds should be accepted.

**X. Reappointment Action Items**

**RESOLVED** that the Board of Education approves Reorganization Action Items # 01 – 33.

**1. RESOLVED**, that the Board appoints the Steven J. Lella as the purchasing agent for the Essex Fells School District for the 2020-2021 school year in accordance with N.J.S.A.18:18A-2b as revised, and assigned the authority, responsibility, accountability for purchasing on behalf of the Board, and having the power to prepare advertisements, advertise for and receive bids, and to award contracts pursuant to N.J.S.A.18A:18A-3a(Bid Threshold) at a bid threshold up to \$44,000, 18A:18A-37a-c (quotations), and 18A:18A-7 (Emergency Purchases), and prepare and issue all purchase orders in accordance with N.J.S.A.18A:18A et. seq. and applicable Board policies and regulations.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

**2. RESOLVED**, that the Board appoints the firm of Fogarty & Hara as Board Attorney, as per the proposal, for the 2020-2021 school year, at an hourly rate of \$175 for a partner and \$155 for an associate.

**NOTES:** See Attachment A

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

**3. RESOLVED** that Samuel Klein and Company be appointed to perform of the 2019-2020 audit in the amount of \$11,875 and be the auditor of record for the 2020-2021 school year.

**NOTES:** See Attachment B

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

4. **RESOLVED** that the Brown & Brown Insurance be appointed as the broker of record for Worker's Compensation Insurance and the Property & Casualty Insurance for the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

5. **RESOLVED** that Brown & Brown Benefits Advisors be appointed as the broker of record for the Health & Dental benefits programs for the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

6. **RESOLVED** that pursuant to the requirements of NJPL 2011 Chapter 78, the Essex Fells Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and update its Premium Only Plan (POP) effective September 1, 2020 as follows:

1. The Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate Aflac/Wage Works as the Board's FSA administrator. This recommendation includes Aflac/Wage Works updating the district's POP at no cost.
2. The Board of Education appoints Brown & Brown Benefits Advisors, Inc. as its FSA and POP broker-of-record.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

**BE IT FURTHER RESOLVED** that Board of Education approves the spending limits for FSAs as \$2,750 for medical and dental and as \$5,000 for dependent care for the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

7. **RESOLVED** that the Essex Fells Board of Education EI for the position of District Architect for the 2020-2021 school year.

**NOTES:** See Attachment C

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

8. **WHEREAS**, NJAC 6A:23A-14.3 and 14.4 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 anticipated 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 deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Essex Fells Board of Education has determined that up to \$200,000 is 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.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

9. **RESOLVED** that the Board of Education appoint Marie Criscuolo, as the Essex Fells Board of Education Treasurer of School Monies at an annual salary of \$3,061, commencing July 1, 2020 for the 2020–2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

10. **RESOLVED** that the Board of Education designate the Chief School Administrator to approve line item transfers as are necessary between meetings of the Board effective July 1, 2020 to June 30, 2021. Such transfers shall be reported to the Board, ratified and recorded in the Minutes at a subsequent meeting of the Board in accordance with Policy and Code.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

11. **RESOLVED** that the Board of Education approves the 2020-2021 Petty Cash fund in the amount of \$300.00, to be administered by the Business Administrator/Board Secretary.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

12. **RESOLVED** that the Board of Education approves the appointment of Mr. Adi Sulisty, Facility Supervisor, as Integrated Pest Management Coordinator, Coordinator for Right-To-Know, AHERA and other health & safety and environmental programs mandated by the State of New Jersey, at a \$2,000 stipend, for the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

13. **RESOLVED** that the Board of Education approves the renewal of an agreement with New Wave Consultants, Inc, of Lincoln Park, New Jersey to provide mandatory environmental safety services under PEOSHA for the 2020-2021 school









Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

27. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at PG Chambers (Student 280447) for the 2020-2021 school year, at the following daily/yearly rates:

Estimated 180 days at \$390.06/day for:

- September 1, 2020 through June 30, 2021

**Total school year cost not to exceed: \$72,210.80**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

28. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of The Ambulatory Care Center at St. Barnabas (Hearing & Cranial Facial Center) for the 2020-2021 school year for the following evaluations:

Auditory Processing Evaluations

**\$700.00 each**

Audiological Evaluations

**\$500.00 each**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

29. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of St. Joseph's Child Development Center (Dr. Aparna Mallik & Dr. Poorvi Patel) for the 2020-2021 school year for the following evaluations:

Pediatric Neurological Evaluations

**\$450.00 each**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

30. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Bryan Fennelly for the 2020-2021 school year for the following evaluations:

Pediatric Psychiatric Evaluations

**\$850.00 each**

Missed Evaluations

**\$300.00 each**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

31. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Mercedes Paine for the 2020-2021 school year for the following evaluations:

Pediatric Psychiatric Evaluations \$1,550.00 each

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

32. **RESOLVED** that the Board of Education approves the appointment of Dr. Michele Nitti as medical inspector for the 2020-2021 school year, at a rate of \$200.00 per employee physical examination.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

33. **RESOLVED** that the Board of Education approves the substitute rate of pay for the 2020-2021 school year as follows:

Teacher	\$95/day
Nurse	\$160/day

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

#### XI. Superintendent's Resolutions

**RESOLVED** that the Board of Education approves Superintendent Resolutions # 01 – 37.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of attained 2019-2020 Superintendent Merit Goals to the Essex County Office of Education for approval and District payment pending approval of the County Superintendent.

NOTE: Documentation Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of attained 2019-2020 Business Administrator Merit Goals to the Essex County Office of Education for approval and District payment pending approval of the County Superintendent.

NOTE: Documentation Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Steven J. Lella for the 2020-2021 school year, pending approval of the County Superintendent.

NOTE: Copy of contract with BA

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative salaries for the 2020-2021 school year:

Michelle Gadaleta	Superintendent	\$157,416
	Successive Contracts	\$ 3,243
Principal		<u>\$ 5,000</u>
		\$165,389

Steven J. Lella	Business Administrator	\$111,024
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Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Jeanine Whitman, LDT-C, effective at the completion of the Extended School Year Program which ends on August 14, 2020.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

ESSEX FELLS BOARD OF EDUCATION

REAPPOINTMENT MEETING MINUTES REMOTE

June 17, 2020

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following teaching staff for the 2020-2021 school year:

Name	FTE	Guide	Step	20-21 Salary	Position	6/17/20 EF YOS
Lauren Brzostowski	1.00	BA	5	\$58,933	4 <sup>th</sup> – Inclusion	2.9
Marisa Burger	1.00	MA + 15	6	\$66,280	Pre K	5.9
Sara Christopher	1.00	MA + 15	6	\$66,280	6 <sup>th</sup>	8.9
Monica Craveiro	1.00	MA	7	\$66,006	5 <sup>th</sup>	9.9
Nicole Criscione	1.00	MA	6	\$64,999	5 <sup>th</sup> – Inclusion	6.9
Rory Duarte	1.00	BA	3	\$57,168	Pre K – Inclusion	1.9
Laurie Fischer	.60	MA	8	\$40,504	Speech	2.9
Candice Fitzgerald	1.00	BA +30	5	\$63,220	2 <sup>nd</sup> (Mat.)	7.9
Jaclyn Franzi	1.00	BA +30	4	\$62,303	3 <sup>rd</sup>	3.9
Kristen Kowalski	1.00	BA + 30	4	\$62,303	3 <sup>rd</sup>	2.9
Molly Livio	1.00	BA +15	6	\$61,994	K	3.9
Katie MacKenzie	1.00	MA +30	7	\$69,340	2 <sup>nd</sup> – Inclusion	9.9
Catherine McNish	1.00	BA + 30	7	\$64,999	Art/STEAM	7.9
Allison Myers	1.00	MA	3	\$62,409	6 <sup>th</sup> - Inclusion	1.9
Patricia Pakonis	.40	BA	4	\$23,206	Spanish	2.9
Laura Quinn	1.00	BA	7	\$60,765	2 <sup>nd</sup>	5.9
Mary Renz	1.00	MA	15	\$84,915	Nurse	.9
Rebecca Santin	.60	MA	3	\$37,445	Art Therapist	1.9
Rosalie Takkel	1.00	BA +30	10	\$70,303	K – Inclusion	12.9
Kimberly Trafford	.60	MA + 15	6	\$39,768	Media Center	6.8
Michelle Truchel	1.00	BA	4	\$58,016	5 <sup>th</sup>	3.9
Katie Vetere	1.00	MA	8	\$67,507	5 <sup>th</sup> – Inclusion	2.9
John Viggiano	1.00	MA	10	\$71,127	Phys Ed	12.7
Tracie Wieczorek	1.00	BA +30	6	\$64,138	3 <sup>rd</sup> – Inclusion	1.9
Michelle Barshay	1.00	BA +30	12	75,338	BSI	13.9
		Longevity		\$1,200		
		Total		\$76,538		
Dorotea Banek	1.00	MA +30	18	\$96,719	4 <sup>th</sup> /6 <sup>th</sup>	22.6
		Longevity		\$1,500		
		Total		\$98,219		
Laura Brutman	1.00	MA	12	\$76,184	1 <sup>st</sup>	14.9
		Longevity		\$1,200		
		Total		\$77,384		
Nina Buonomo	1.00	MA +15	16	\$89,108	6 <sup>th</sup> /5 <sup>th</sup>	18.9
		Longevity		\$1,500		
		Total		\$90,608		
Jackie Castellano	1.00	MA +30	18	\$96,719	Technology	30.9
		Longevity		\$1,500		
		Total		\$98,219		
Catherine Codella	.40	MA	14	\$32,766	Art Therapist	16.9
		Longevity		\$600		
		Total		\$33,366		

Kristin Gann	1.00	BA Longevity Total	18	\$87,200 \$1,200 \$88,400	K	17.9
Susan Hacker	1.00	MA Longevity Total	12	\$76,184 \$1,200 \$77,384	4 <sup>th</sup>	14.9
Deana Hromoko	1.00	MA +30 Longevity Total	15	\$88,249 \$1,500 \$89,749	1 <sup>st</sup>	20
Lisa Massaro	1.00	MA +15 Longevity Total	18	\$94,419 \$1,500 \$95,919	BSI	21.9
Kelly Mitchell	1.00	MA +15 Longevity Total	13	\$80,244 \$1,200 \$81,444	2nd	15.9
Judi Reynolds	1.00	MA +30 Longevity Total	18	\$96,719 \$1,500 \$98,219	BSI	20.9
John Trogani	1.00	BA Longevity Total	12	\$70,943 \$1,200 \$72,143	Music	14.9

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2020-2021 school year, 184 days:

Nancy Cannon	7 hr/day @ \$22/hr	\$28,336
Susan Fitz Gibbon	7 hr/day @ \$22/hr	\$28,336
Heather Howard	7 hr/day @ \$22/hr	\$28,336
Patricia Pakonis (.6)	7 hr/day @ \$22/hr	\$17,001

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following custodial salaries for the 2020-2021 school year:

Santiago Galindo	\$44,740
Adi Sulisty	\$82,042
Lucy Sulisty	\$45,611

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following 12-month support staff salaries for the 2020-2021 school year:

Lisa Evangelista	Administrative Assistant	\$52,839
Beth Leggett	Administrative Assistant	\$62,142
Marco Pannullo	Computer/IT Technician	\$59,624

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2020-2021 school year at the contractual rate:

Judi Reynolds	Lead Teacher - \$5,000
Jackie Castellano	Technology Coordinator - \$5,000
TBD	Child Study Team Coordinator - \$5,000
Deana Hromoko	Student Council - \$500 per
Laura Quinn	Student Council - \$500 per
Dorotea Banek	Camp - \$800
Nina Buonomo	Camp - \$800
Sara Christopher	Camp - \$800
Katie McNish	Camp - \$800
Allison Myers	Camp - \$800
Mary Renz	Camp - \$800
Rebecca Santin	Camp - \$800
John Trogani	Camp - \$800
John Viggiano	Camp - \$800
EFPD Officer	Camp - \$800
Nina Buonomo	Sixth Grade Sleepover - \$250
Sara Christopher	Sixth Grade Sleepover - \$250
Catherine Codella	Sixth Grade Sleepover - \$250
Katie McNish	Sixth Grade Sleepover - \$250
Allison Myers	Sixth Grade Sleepover - \$250
Mary Renz	Sixth Grade Sleepover - \$250
Rebecca Santin	Sixth Grade Sleepover - \$250
John Trogani	Sixth Grade Sleepover - \$250
John Viggiano	Sixth Grade Sleepover - \$250

Michelle Barshay	Lunch/Recess \$40 per session
Lauren Brzostowski	Lunch/Recess \$40 per session
Rory Duarte	Lunch/Recess \$40 per session
Kristen Kowalski	Lunch/Recess \$40 per session
Allison Myers	Lunch/Recess \$40 per session
Patricia Pakonis	Lunch/Recess \$40 per session
Marco Pannullo	Lunch/Recess \$40 per session
Rebecca Santin	Lunch/Recess \$40 per session
John Trogani	Lunch/Recess \$40 per session
Tracie Wieczorek	Lunch/Recess \$40 per session
Katie Vetere	Lunch/Recess \$40 per session
John Viggiano	Lunch/Recess \$40 per session
Alternates: All Staff	Lunch/Recess Duty - \$40 per session

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Candice Fitzgerald from September 1, 2020 through June 18, 2021, using the following days:

September 1, 2020 – September 30, 2020	= 20 sick days
October 1, 2020 – January 4, 2021	= FMLA
January 5, 2021 – June 18, 2021	= Leave of Absence

NOTES: Letter attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

12. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that the annual teacher evaluations will be conducted through the STRONGE & Associates model, and

**BE IT FURTHER RESOLVED** that the Superintendent and Business Administrator's evaluation tools are District-developed.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

13. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Agreement between the Essex Fells School District and Drew University – In-service Teacher Education during the 2020-2021 school year for three half-day workshops at a total of \$4,350.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

14. **RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves the employment of the following student assistants in the custodial department for the 2020 summer, for a total of 75 hours each.

Joseph Appello	\$12.00/hr
Nick McNish	\$12.00/hr

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

15. **RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Jackie Castellano as Technology Coordinator for Summer 2020 at the contracted rate, not to exceed 50 hours.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

16. **RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves Judi Reynolds as Lead Teacher, as needed, for Summer 2020 at the contracted rate, not to exceed 50 hours.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

17. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Extended School Year (ESY) Program for Summer 2020, and

**BE IT FURTHER RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following staff members for the 2020 Extended School Year (ESY) Program Mondays-Thursdays, June 29 – July 30, from 9:00am – 1:00pm, including one half hour additional per day for planning at the following rates:

Jeanine Whitman	CST Coordinator (not to exceed 50 hours) at the contracted rate
Jaclyn Franzi	Special Ed Teacher at the contracted rate
Katie MacKenzie	Special Ed Teacher at the contract rate
Alyssa Rowen	Speech at the contracted rate

**NOTES:** Michelle V. Gadaleta, ESY Supervisor

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0



18. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Professional Services Agreements for Related Services for students in accordance with their IEP's for the Extended School Year (Summer 2020) Program as follows:

**OT: Kaleidoscope Education Services**

Estimated 15 hours total at \$85.70/hour for:

- Treatment

**Total summer cost not to exceed: \$1,285.50**

**PT: Wellness & Rehabilitation Services**

Estimated 20 hours total at \$85.00/hour for:

- Treatment

**Total summer cost not to exceed: \$1,700.00**

**BCBA: Meg Lipper**

Estimated 10 hours total at \$90.00/hour

Not to exceed: **\$900.00**

**Total summer cost not to exceed: \$3,885.50**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

19. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for Newmark School for Summer 2020 in the following amount:

17 days total at \$313.30/day

**Total Summer Program Not to Exceed \$5,612.21**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

20. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out of District Program costs for PG Chambers for Summer 2020 in the following amount:

30 days total at \$390.06/day

**Total Summer Program Not to Exceed \$11,701.80**

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

21. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, contracting with Kaleidoscope Education Services for Occupational Therapist Services for the 2020-2021 school year at a rate of up to \$85.70 per hour.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

22. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following contracts with the Essex Regional Educational Services Commission for the 2020-2021 School Year:

1. Transportation of Special Education and / or specific destinations of school students (Revised)
2. Public School Child Study Team Evaluations
3. Addendum to the Public School Child Study Team for Additional Services

**NOTE:** Contracts with BA

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

23. **WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on (June 17<sup>th</sup>, 2020) the governing body of the Essex Fells BOE, County of Essex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**NOW, THEREFORE BE IT RESOLVED** as follows:

#### **TITLE**

This **RESOLUTION** shall be known and may be cited as the Cooperative Pricing Resolution of the Essex Fells BOE

#### **AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Essex Fells BOE is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

#### **CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

#### **EFFECTIVE DATE**

This resolution shall take effect immediately upon passage for the 2020-2021 School Year.

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

**WHEREAS**, the Morris-Union Jointure Commission, hereinafter referred to as the “Lead Agency,” has offered voluntary participation in a Cooperative Pricing System known as the “Educational Cooperative Pricing System” for the purchase of Professional Learning; and

**WHEREAS**, the Essex Fells School District within the County of Essex, New Jersey, desires to participate in the Educational Cooperative Pricing System;

**NOW, THEREFORE, BE IT RESOLVED**, by the Essex Fells Board of Education as follows:

**AUTHORITY**

As directed by N.J.S.A.18A:18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Essex Fells Board of Education shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage for the 2020-2021 School Year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

- 24. **RESOLVED** that the Board of Education, as recommended by the Superintendent, extends thanks to the PTA and Essex Fells Foundation for Educational Excellence for their donations and support of the school throughout the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

- 25. **RESOLVED** that the Board of Education recognizes the Essex Fells Foundation for Educational Excellence and the Essex Fells PTA as official parent support Organizations for the 2020-2021 school year in accordance with Policy #9210; and

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

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

26. **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(s): Katie MacKenzie  
Event: Virtual Professional Development Training through NJECC  
Location: Via Zoom  
Date: 7/6-9/20  
Cost: \$160.00

Staff Member(s): Susan FitzGibbon  
Event: NJECC Remote Teaching with Google  
Location: Via Zoom  
Date: 7/6-9/20  
Cost: \$165.00

Staff Member(s): Tracie Wieczorek  
Event: Introduction to Multisensory Structured Language Instruction with the Wilson Reading System  
Location: Online via Gordon College, Wenham, MA  
Date: July 2020 – 15 Online Hours  
Cost: \$650.00

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

27. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Nursing Agencies to provide substitute nursing services to the 2020-2021 school year:

Bayada Pediatrics  
Delta-T Group  
Epic Health Services

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

28. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Security Drill Statement of Assurance for the 2019-2020 school year to the County Office of Education.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

29. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Harassment, Intimidation & Bullying and Violence & Vandalism reports for the 2019-2020 school year to the County Office of Education.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

30. **RESOLVED** that the Board of Education enters into an agreement for software services for the 2020-2021 school year with Frontline in the amount of \$8,105.58 used for the creation and modification of individualized education programs for students with special needs.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

31. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the ESEA application for Fiscal Year 2020-21 to the County Office of Education and accepts the grant award in the amount of \$35,266.

Title I	\$21,191
Title II-A	\$4,075
Title IV-A	<u>\$10,000</u>
Total	\$35,266

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

32. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the IDEA application for Fiscal Year 2020-21, and accepts the grant award of the funds upon subsequent approval of the FY 2020-21 IDEA application in the following amounts:

Basic (ages 3-21)	\$53,094
Preschool (ages 3-5)	<u>\$ 3,853</u>
Total	\$56,947

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

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

FFPD – New Officer Testing  
6/25/20 - Gymnasium  
9:00am-12:30pm

Essex Fells Borough Council Meeting and EFPD Promotional Ceremony  
7/21/20- Gymnasium  
7:00 pm

Essex Fells Borough/Red Cross Blood Drive  
Date TBD- Gymnasium  
Time TBD

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

34. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2020-2021 School Improvement Panel (SciP)/District Evaluation Advisory Committee/Professional Development:

Michelle Gadaleta	Superintendent/Principal
Michelle Barshay	Teacher Representative
Nicole Criscione	Teacher Representative
Katie MacKenzie	Teacher Representative
Katie McNish	Teacher Representative
Tricia Pakonis	Teacher Representative
Laura Quinn	Teacher Representative
Judi Reynolds	Teacher Representative
Cindy Mehta	Parent Representative
Kris Huegel	BOE Representative

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

35. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2020-2021 Safety Team/Culture Climate Committee:

Michelle Gadaleta	Superintendent/Principal
Rebecca Santin	HIB Representative
Lauren Brzostowski	Teacher Representative
Marisa Burger	Teacher Representative
Rory Duarte	Teacher Representative
Jaclyn Franzi	Teacher Representative
Sue Hacker	Teacher Representative
Katie McNish	Teacher Representative
Michelle Truchel	Teacher Representative
Tracie Wieczorek	Teacher Representative
Cindy Mehta	PTA Representative
Laura D'Avella	EFFEE Representative

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

36. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2020-2021 District Testing Committee:

Michelle Gadaleta	Superintendent/Principal
Jackie Castellano	Teacher Representative
Marco Pannullo	Teacher Representative
Judi Reynolds	Teacher Representative
CST Coord.	Teacher Representative

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

37. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2020-2021 Report Card Revision/Portal Committee:

Michelle Gadaleta	Superintendent/Principal
Katie McNish	Specials
Marisa Burger	Preschool
Molly Livio	Kindergarten
Deana Hromoko	First Grade
Laura Quinn	Second Grade
Kristen Kowalski	Third Grade
Susan Hacker	Fourth Grade
Monica Craveiro	Fifth Grade
Nina Buonomo	Sixth Grade

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

**XII. Business Administrator's Report**

- Mr. Lella noted the district is facing a reduction in 2020-21 State Aid from 166k to 139k.
- Mr. Lella provided an update on 2019-20 transportation billing and Legislature A3904 which contains information regarding payment of contractors. Mr. Lella will follow up with the attorney as he does not feel paying 90% of the transportation bill from March 18<sup>th</sup> thru June 30<sup>th</sup> is acceptable since no services were rendered.

**XIII. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01-07.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Mr. Raj Mehta to the Essex Fells Board of Education.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 4

Nays: 0

\*Mr. Mehta Abstained

2. **RESOLVED** that the Board of Education accepts the minutes of the following meeting(s):

Workshop Meeting Minutes	5/6/20
Special Meeting Minutes	5/14/20
Executive Session Minutes	5/14/20
Regular Meeting Minutes	5/20/20
Executive Session Minutes	5/20/20

3. **RESOLVED** that the Board of Education approves bills and claims for June in the total amount of \$117,809.71 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for May as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$346,056.76 including \$322,475.89 for the gross payroll, \$4,525.69 for the Board's share of FICA/Medicare and \$19,055.18 for the State's share of FICA/Medicare.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

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 month of April;

**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: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

5. **RESOLVED** that the Board of Education approves the transfer of funds for the month of May as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0



6. **RESOLVED**, that the Board of Education approves the submission of a request to the Executive County Superintendent of Schools for renewal of the required waiver of toilet facilities for Kindergarten classrooms 201 and 202 for the 2020-2021 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves the tuition reimbursement for Michelle V. Gadaleta in the amount of \$742.50.

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

Meeting Open for Public Comment

- Mrs. Mehta addressed the possibility of paying for pre-school if being done remotely.
- Mrs. Haber offered her congratulations to Mr. Mehta. She also commented on the survey results and possible remote learning for days of inclement weather. She also agreed with the idea to accept Title 1 funds and offered her help with the application. She noted funds can be applied to technology.
- Mrs. Huegel thanked everyone for their participation in the meeting.

XV. Adjournment

At 8:56 P.M. the Board of Education made a motion to adjourn.. The next Regular Meeting of the Board of Education is scheduled for Wednesday, August 19, 2020 at 7:30 P.M. Location TBD

Moved by: Dr. LoCascio

Seconded by: Mrs. Buccino

Ayes: 5

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary

