

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a regular session on October 21, 2015, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Dr. Steven LoCascio, at 7:30 P.M. Dr. LoCascio 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 January 7, 2015. 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 P.M.

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

II. Roll Call

Mrs. Carol D'Alessandro, Vice-President – present
 Mrs. Shani Drogin –present
 Mrs. Kris Heugel – present
 Dr. Steven LoCascio, President – present
 Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; three members of the EFS staff (1 child).

III. Flag Salute

- The Board President led the salute to the flag.

IV. Public Comment on Agenda Items

- No comment.

V. President's Report

- No report.

VI. Superintendent's Report

- Mrs. Gadaleta briefly explained the policies on the agenda that were scheduled for a first reading.
- Mrs. Gadaleta explained the fall and spring grounds clean up and also stated that she had met with the Green Thumb committee and it was her goal to work closely with the committee throughout the year to maintain the school grounds. The PTA also will have a program during lunchtime that the students can help with clean up and landscaping. During the walk thru, a large crawl space had been discovered under the building. Adi will fill in the space and build a wall to close off the area.
- Mrs. Gadaleta informed the Board that the Genesis grade book had rolled out on Monday. Two thirds of the parents have already logged in and a reminder will be sent out to those who hadn't logged in yet. Mrs. Gadaleta explained the grade book system to the Board.
- Mrs. Gadaleta informed the Board that preliminary PARCC data had been released but only on the state level. Mrs. Gadaleta showed the Board some of the results and the Board briefly discussed the results. Mrs. Gadaleta stated that it is anticipated that district level data would be released by the end of November and that student data would be released by the end of December.
- Mrs. Gadaleta also wanted to recognize that the PTA had agreed to purchase and install new backboards in the gymnasium in November at a cost of \$11,000.
- Mrs. Gadaleta informed the Board of the first "Bengal Break" that had taken place. Mrs. Gadaleta felt the break was successful and was a way to recognize how hard everyone had worked.
- Mrs. Gadaleta explained the lunch duty resolution to Mrs. Drogin.

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01-08.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the retroactive payment of \$135 per person for all workshops attended during the 2015-16 school year conducted by Conquer Math of Fairfield, NJ.

Moved by: Mrs. D'Alessandro

Seconded by: Dr. Nitti

Ayes: 5

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 6471 for Professional Development:

Staff Member(s): Mary Hybl
 Event: Social Thinking Conference
 Location: Mount Laurel, NJ
 Date: 10/26-27/15
 Cost: \$347

Staff Member(s): Sara Dalton
 Event: Supporting NGSS Driven Curriculum and Instructional Renewal Workshop
 Location: Ramapo College
 Date: 11/18/15, 12/16/15, 1/8/16, 2/12/16
 Cost: \$62.00 (\$15.50 per workshop)

Staff Member(s): Debbie Emma
 Event: Powerful Strategies to Help Struggling Readers Better Achieve State Standards
 in Reading
 Location: Best Western Plus, Fairfield, NJ
 Date: 12/7/15
 Cost: \$239

Staff Member(s): Katelyn Brower, Deana Hromoko, Lisa Massaro
 Event: Number & Operations in Base Ten
 Location: Conquer Math, Fairfield, NJ
 Date: 12/10/15
 Cost: \$135 per person

Staff Member(s): Rosalie Almeida
 Event: Dr. Jean's Active Learning Adventure
 Location: Wilshire Grand Hotel, West Orange, NJ
 Date: 12/11/15
 Cost: \$220

Staff Member(s): Monica Craveiro, Candice Fitzgerald
 Event: Number & Operations - Fractions
 Location: Conquer Math, Fairfield, NJ
 Date: 12/17/15
 Cost: \$135 per person

VIII. Business Administrator's Report

- Mr. Lella provided the Board with an updated schedule of YTD Legal fees. Mrs. Gadaleta updated the Board on the status of the Out of District placement case; the speech case; and the ongoing EFTA 2015-16 calendar case.

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions # 01 –04.

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

Workshop Meeting Minutes	9/2/15
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Moved by: Mrs. D'Alessandro	Seconded by: Dr. Nitti
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Ayes: 5	Nays: 0
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2. **RESOLVED** that the Board of Education approves the bills and claims for October in the total amount of **\$113,381.93** as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$293,191.89 including \$273,074.78 for the gross payroll, \$5,173.49 for the Board's share of FICA/Medicare and \$14,943.62 for the State's share of FICA/Medicare.

Moved by: Mrs. D'Alessandro	Seconded by: Dr. Nitti
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Ayes: 5	Nays: 0
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3. **RESOLVED** that the Board of Education approves the transfer of funds for the months of August as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mrs. D'Alessandro	Seconded by: Dr. Nitti
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Ayes: 5	Nays: 0
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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 July;

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. D'Alessandro

Seconded by: Dr. Nitti

Ayes: 5

Nays: 0

X. Old Business / Board Discussion

- Mrs. Gadaleta explained that 13 Residency letters had been sent out. 9 had been signed off on as received and 2 had provided the necessary documentation. The Board discussed.
- The Safety Team had a very productive meeting and discussed the following topics: HIB Self Evaluation Review, End of the Year Party ideas and the dress code survey.
- At 8:21 pm the staff member and child left the meeting.
- Mrs. Gadaleta briefly followed up on the EFTA Calendar Case, the Speech Services Case and the Out of District Case, which were explained during the legal fee discussion under the Business Administrator's Report.
- Mrs. Gadaleta briefly explained the bussing policy for the Sussex County Co-op. Mrs. Gadaleta asked the Board if they felt the co-op policy should be included with the districts. The Board discussed and felt perhaps a policy can be geared more towards us through Strauss Esmay.

XI. New Business / Board Discussion

- Mrs. Gadaleta made the Board aware that the internet in the district had been down for most of the day the last 3 days. We will be looking into other vendors to rectify the problems.
- Mrs. Gadaleta informed the Board that the NJDOE would now be recognizing Sign Language as a World Language. The Board did not feel the need to offer a sign language course at this time.
- Mrs. Gadaleta informed the Board that the EFS Class of 1965 was having a reunion and 1 individual asked for a tour of the district, which she provided.
- Mrs. Gadaleta met with Sgt. Jones to further address the lack of parking. Sgt. Jones had proposed to reconfigure the parking lot. Such reconfiguration would require a referendum, which the Board does not want to address at this time. The Board continued to discuss options and possible pilot ideas.
- The Board agreed to pass a resolution to increase the 2016-17 Preschool tuition to \$2500. The Board did not feel it would be an issue.
- The Board discussed increasing the substitute rate to \$85 for 2016-17 Budget purposes.
- The Board did not feel a meeting meal allowance would be necessary.

XII. Meeting Open for Public Comment

- Mrs. Mackenzie suggested a drop off box for the parents to fill out the Back to School Night survey.

XIV. Adjournment

At 9:37 P.M. The Board of Education made a motion to adjourn. The next Regular Meetings will be held on Wednesday, November 18, 2015 in the Media Center.

Moved by: Dr. Nitti

Seconded by: Mrs. D'Alessandro

Ayes: 5

Nays: 0

Enrollment Count: 2015-2016

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	13	6	7
Mrs. Quinn/Ms. Burger	PS/PM	12	7	5
Mrs. Gann/Ms. Almeida	KG/A	18	9	9
Ms. Mitchell	KM	17	7	10
Mrs. Brutman	1B	15	9	6
Mrs. Massaro/Mrs. Hromoko	1M/H	16	9	7
Ms. McMahon	2M	14	9	5
Mrs. Roberts/Ms. Brower	2R/B	14	9	5
Ms. Cervino/Mrs. MacKenzie	3C/M	10	4	6
Mrs. Reynolds	3R	10	3	7
Mrs. Barshay/Ms. Franzi	4B/F	11	5	6
Mrs. Hacker	4H	11	5	6
Mrs. Banek	5B	11	3	8
Ms. Craveiro/Mrs. Fitzgerald	5C/F	12	2	10
Mrs. Buonomo/Mrs. Whitman	6B/W	11	5	6
Ms. Dalton	6D	10	5	5
Total		205	97	108
Out-of-District		4+		
FINAL TOTALS		209	97	108

+ Total includes 4 out-of-district students

Fire Drills: 2015-2016

Month	Fire Drill	Emergency Drill
September	9-15-15	Lockdown 9-10-15
October		
November		
December		
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/16/15	10/21/15							
TOTAL # of Reported Incidents	0	0							
Number of Unfounded Incidents	0	0							
Number of Founded Incidents	0	0							

ESSEX FELLS SCHOOL DISTRICT MISSION STATEMENT

The Essex Fells School is a very special public elementary school enrolling boys and girls in preschool through the sixth grades. Pupils enjoy small classes and a total school population of approximately two hundred and fifty.

The size of the school is a wonderful asset as it allows a strong sense of community and offers teachers and pupils many opportunities to form bonds of collegiality, identification and support. It also supports the concept that every adult in the school is responsible for every child.

The comparatively small faculty is also a benefit. The faculty as a whole are the decision making body on all questions of teaching and learning. Teachers find it easy to share experiences and act consistently across pupils' entire academic program. The combined efforts of the staff work to support a pupil centered approach to education.

Essex Fells teachers are encouraged to try new ideas, to work collaboratively with colleagues, and to participate fully in all aspects of schooling.

The mission of the school is etched in the mortar of the original schoolhouse with the words Studies Pass Into Character.

The primary goals of an Essex Fells education include:

1. Developing in all pupils the capacity to think critically and communicate effectively through a mastery of written and spoken English.
2. Motivating all pupils to recognize and develop their academic abilities in order to build character and to achieve their full potential.
3. Teaching children to value themselves, their peers and their teachers.
4. Establishing a respect for and a strong sense of responsibility to the physical, social, and aesthetic world around them.
5. Nurturing a love of country and a pride in our American heritage and citizenship.
6. Communicating a love of scholarship and continued interest in life-long learning.
7. Insuring all pupils will achieve the New Jersey Core Curriculum Content Standards at all levels.

To secure these common goals, the Essex Fells staff of professional educators recognizes that the collaborative engagement of the children in the learning process is the key to intellectual development. Dedicated teachers create classrooms that are alive with cooperative learning activities and child-centered problem solving routines. Children are encouraged to explore, to question, to make decisions, and to express opinions in a supportive learning environment. Teachers also model their own commitment to learning by continuing to earn advanced degrees. On-going professional development is acknowledged as the foundation for promoting outstanding pupil achievement.

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary