

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on October 15, 2014, in the Media Center of the Essex Fells School. The meeting was called to order by Board President Dr. Steven LoCascio at 7:35 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 8, 2014. 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 – 7:35 P.M.

II. Roll Call

Mrs. Carol D'Alessandro, Vice-President – present
Mrs. Shani Drogin – present
Mrs. Kris Heugel – absent
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; and 9 staff members

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

No comment.

V. President's Report

- No report.

VI. Superintendent's Report

- Mrs. Gadaleta mentioned the Professional Development that was held on October 13th for the staff. She felt it was a very successful day and noted that Stephen Fogarty presented on Electronic Communications, Social Media and HIB.
- Dr. LoCascio recognized the excellent scores of the NJQSAC.
- Dr. Nitti asked Mrs. Gadaleta about Resolution #5, Policy 3232 regarding Tutoring Services. Mrs. Gadaleta asked if they had questions regarding the language of the policy. The Board Members discussed.
- Mrs. D'Alessandro did not want to discuss and stated she would abstain from the vote.
- Mrs. Drogin also decided she would abstain from the vote.
- The Board decided to table Policy #3232, and Mrs. Gadaleta would follow up with Stephen Fogarty.

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 6471 for Professional Development:

Staff Member: Steven J. Lella
Event: NJASA Collective Bargaining
Location: Monroe Twp, NJ
Date: 10/1/14
Tolls: \$11.75

Staff Members: Sara Dalton, Jeanine Whitman
Event: Conquer Mathematics: CMP3 – Let's Be Rational Workshop
Location: Fairfield, NJ
Date: 10/20/14
Cost: \$125 per person

Staff Members: Nicole Aramando, Sarah Fernandes
Event: SpedEd Compliance/Best Practices Workshop
Location: Edison, NJ
Date: 10/24/14
Cost: \$0

Staff Member: Kelly Mitchell
Event: Conquer Mathematics: Counting & Cardinality Workshop
Location: Fairfield, NJ
Date: 11/13/14
Cost: \$125

Staff Members: Laura Short, Kristin Gann
Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
Location: Fairfield, NJ
Date: 12/15/14
Cost: \$125

Staff Member: Lisa Massaro
Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
Location: Fairfield, NJ
Date: 12/16/14
Cost: \$125

Staff Members: Monica Craveiro, Sara Dalton, Susan Hacker
Event: Next Generation Science Standards Workshop
Location: NJDOE Essex County Office, NJ
Date: 1/7/15
Cost: \$0

Staff Member: Kelly Mitchell
Event: Conquer Mathematics: Geometry, Measurement, Data Workshop
Location: Fairfield, NJ
Date: 3/2/15
Cost: \$125

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

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

Essex Fells Teacher Association/NJEA
10/21/14; 3:20-5:30pm
Room #202

Essex Fells Recreation Department – Basketball
11/10/14 – 3/13/15; Monday-Friday; 4:30-8:00pm
(* will work around play practice)
Gymnasium (and adjacent bathrooms)

Girl Scout Troop 20022 – Brownie Monthly Meetings
12/9/14, 1/6/15, 2/3/15, 3/3/15, 4/14/15, 5/5/15, 6/2/15; 3:05-4:15pm
Media Center

Moved by: Mrs. D’Alessandro Seconded by: Dr. Nitti
Ayes: 4 Nays: 0

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the NJQSAC Statement of Assurance and Declaration page for School Year 2014-2015 to the NJ Department of Education.

Moved by: Mrs. D’Alessandro Seconded by: Dr. Nitti
Ayes: 4 Nays: 0

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum Revision Cycle for 2014 – 2019.

NOTE: See attachment

Moved by: Mrs. D’Alessandro Seconded by: Dr. Nitti
Ayes: 4 Nays: 0

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following policies:

| | |
|-------------|---|
| Policy 3232 | Private Tutoring Services |
| Policy 3283 | Electronic Communications Between Teaching Staff Members and Students (New) |
| Policy 4283 | Electronic Communications Between Support Staff Members and Students (New) |

Moved by: Mrs. D’Alessandro Seconded by: Dr. Nitti
Ayes: 4 Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading of the following policies:

| | |
|------------------------|--|
| Policy 1522 | School-level Planning (Abolished) |
| Policy 5305 | Health Services Personnel (Revised) |
| Policy/Regulation 5306 | Health Services to Nonpublic Schools (Revised) |
| Policy/Regulation 5308 | Student Health Records (Revised) |
| Policy/Regulation 5310 | Health Services (Revised) |
| Policy 5339 | Screening for Dyslexia (New) |
| Policy/Regulation 5530 | Substance Abuse (Revised) |
| Policy/Regulation 5600 | Student Discipline/Code of Conduct (Revised) |
| Policy 5756 | Transgender Students (New) |
| Policy 8505 | Wellness Policy/Nutrient Standards for Meals and Other Foods (Revised) |

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

VIII. Business Administrator's Report

- Mr. Lella informed the Board that the annual Audit would begin on October 9th, to be completed the first week of December.
- Mr. Lella informed the Board of an employee slip and fall that occurred last week and will go through workers comp.
- Mr. Lella informed the Board that he had just received a notification from Unemployment Office that a former employee had requested a telephone appeal of an unemployment claim. The call is scheduled for October 23rd. Mr. Lella noted the staff member had resigned effective June 30th, 2013.
- Mr. Lella pointed out 2 Business Resolutions, one correcting the 8/6/14 Meeting Minutes for roll call and the second for the submission to the County Office of the District's M1 & Comprehensive Maintenance Plan.

IX. Business Resolutions

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

| | |
|--------------------------|--------------------------------|
| Regular Meeting Minutes | 8/6/14 – revised for roll call |
| Regular Meeting Minutes | 9/17/14 |
| Workshop Meeting Minutes | 10/1/14 |
| Special Meeting Minutes | 10/7/14 |

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for October 2014 in the total amount of \$112,472.20 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September 2014 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$292,350.46 including \$272,455.99 for the gross payroll, \$4,202.37 for the Board's share of FICA/Medicare and \$15,692.10 for the State's share of FICA/Medicare.

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

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

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
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 August; 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. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

5. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY' 14 through FY' 16, and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

X. Old Business / Board Discussion

- No report.

XI. New Business / Board Discussion

- Mr. Lella notified the Board that the November 19th Meeting would have an Executive Session regarding Contractual Negotiations.
- Mrs. Gadaleta wanted to be sure the District/Garden Club could utilize the Glen without obtaining approval for insurance purposes. Per the Borough Clerk, the Glen is considered a park and is open to the public, therefore we are permitted to use as we wish.
- Mrs. Gadaleta informed the Board that she had been asked by a parent about possible bussing for the District. The Board discussed and stated that a concern would be discipline on the bus along with funding. The Board didn't feel it was something that would work in this district.

XII. Meeting Open for Public Comment

- Mrs. Codella explained how the Creative Classes Club program had a project where they decorated plates, and that they made 2 extra for Mrs. Gadaleta and Dr. LoCascio.

XIII. Adjournment

The public meeting of the Board of Education was adjourned at 8:00 P.M. The next Workshop Meeting scheduled for Wednesday, November 5, 2014 has been canceled.. The next Regular Meeting will be held on Wednesday, November 19, 2014 at 7:30 P.M. in the Media Center. An Executiv Session will be held immediately following the Regular Meeting to discuss contractual negotiations.

Moved by: Mrs. D'Alessandro
Ayes: 4

Seconded by: Dr. Nitti
Nays: 0

Enrollment Count: 2014-2015

| Teacher | Section | Total | M | F |
|---------------------------|---------|------------|-----------|------------|
| Mrs. Quinn/Ms. Burger | PS/AM | 12 | 7 | 5 |
| Mrs. Quinn/Ms. Burger | PS/PM | 13 | 4 | 9 |
| Mrs. Gann | KG | 15 | 9 | 6 |
| Ms. Mitchell/Mrs. Short | KM/S | 14 | 6 | 8 |
| Mrs. Brutman/Mrs. Hromoko | 1B/H | 14 | 9 | 5 |
| Mrs. Massaro | 1M | 14 | 9 | 5 |
| Ms. McMahon/Ms. Almeida | 2M/A | 11 | 4 | 7 |
| Mrs. Perry | 2P | 10 | 4 | 6 |
| Ms. Cervino | 3C | 11 | 6 | 5 |
| Mrs. Reynolds/Ms. McLain | 3R/M | 11 | 5 | 6 |
| Mrs. Barshay | 4B | 12 | 2 | 10 |
| Mrs. Hacker/Mrs. Calistri | 4H/C | 12 | 3 | 9 |
| Mrs. Banek/Ms. Belmont | 5B/B | 11 | 5 | 6 |
| Ms. Craveiro | 5C | 12 | 7 | 5 |
| Mrs. Buonomo | 6B | 19 | 8 | 11 |
| Ms. Dalton/Mrs. Whitman | 6D/W | 18 | 7 | 11 |
| Total | | 209 | 95 | 114 |
| Out-of-District | | 3+ | | |
| TOTALS | | 212 | 95 | 114 |

+ Total includes 3 out-of-district students

Fire Drills: 2013-2014

| Month | Fire Drill | Emergency Drill |
|-----------|------------|--------------------------|
| September | 9/8/14 | Lockdown 9/16/14 |
| October | 10/8/14 | Shelter in Place 10/2/14 |
| November | | |
| December | | |
| January | | |
| February | | |
| March | | |
| April | | |
| May | | |
| June | | |

HIB / V&V Report

| As of Date of BOE Meeting | 9/17/14 | 10/15/14 | | | | | | | |
|-------------------------------|---------|----------|--|--|--|--|--|--|--|
| 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