

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on December 18, 2013, in the Media Center of the Essex Fells School. The meeting was called to order by Board President Dr. Steven LoCascio at 8:20 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 2, 2013. 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 – 8:20 P.M.

II. Roll Call

Mrs. Alison Cirenza, Vice-President – present
 Mrs. Carol D'Alessandro – present
 Mr. Peter Hutchinson – present
 Dr. Steven LoCascio, President – present
 Dr. Michele Nitti – present

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

III. Public Comment

No comment.

IV. President's Report

- No report.

V. Superintendent's Report

- Mrs. Gadaleta informed the Board that the school calendar for the 14-15 school year was discussed with other districts. Mrs. Gadaleta also informed the Board that the EFTA had asked about the back to school date being early in the year, and Mrs. Gadaleta explained that we have back to school night early to set expectations for the parents.
- Mrs. Gadaleta stated that she had explained to the EFFEE Enrichment program to be sure to submit new sessions in a timely matter for Board approval.

VI. 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: Michelle Barshay
 Event: What's New in Children's Literature Workshop
 Location: Fairfield, NJ
 Date: 1/9/14
 Cost: \$235

Staff Members: Emily Calistri, Susan Hacker
 Event: Conquer Mathematics – Numbers & Operations, Fractions Part III
 Location: Fairfield, NJ
 Date: 1/14/14
 Cost: \$125 per person

Staff Member: Deana Hromoko
 Event: Guided Math Workshop
 Location: Parsippany, NJ
 Date: 2/5/14
 Cost: \$225

Staff Members: Steven J. Lella
 Event: Public School Purchasing
 Location: Hilton Garden Inn, Rockaway NJ
 Date: 3/20/14
 Cost: \$50
 Mileage: \$9.92

Moved by: Mrs. Cirenza
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2014-2015 School Calendar.

Moved by: Mrs. Cirenza
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following additions to the 2013-2014 substitute teacher list:

Alexandra Galioto	Teacher (\$75/day)
Ashley Pappalardo	Nurse (\$109/day)
Maggie Pierce	Teacher (\$75/day)

Moved by: Mrs. Cirenza
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following students from the Caldwell College:

Lauren Delanoy, Field Observer/Teacher Assistant
 Lisa Massaro, Cooperating Teacher
 January 27 – May 1, 2014, 25 hours per semester

Mia Zarro, Art Therapy/Counseling Intern
 Catherine Codella, Cooperating Teacher
 January 21 – May 8, 2014, 100 hours per semester

Moved by: Mrs. Cirenza
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the payment to NEXUS Language Builders, Inc, per the Decision Approving Settlement Agreement & Release.

Moved by: Mrs. Cirenza
 Ayes: 5

Seconded by: Mrs. D'Alessandro
 Nays: 0

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading of the following Policies/Regulations:

Policy/Regulation 1240	Evaluation of Superintendent (Revised)
Policy/Regulation 3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
Policy/Regulation 3144	Certification of Tenure charges (Revised)
Policy/Regulation 4146	Nonrenewal of Nontenured Support Staff Member (Revised)

AND BE IT RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading of the following TEACHNJ Statute and AchieveNJ Administrative Code Policies and Regulations for Teaching Staff Member Evaluations:

Policy/Regulation 3221	Evaluation of Teachers (New)
Policy/Regulation 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (New)
Policy/Regulation 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (New)
Policy/Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (New)

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Requests for EFFEE Afterschool Enrichment Classes, from 3:05-4:30pm, for the following:

Rainbow Loom – Beginner
Wednesdays: 1/8*, 1/15, 1/22, 1/29, 2/5*, 2/12, 2/19, 2/26
Media Center (*Location: TBD)

Little Lawyers – Mock Trial
Wednesdays: 1/8, 1/15, 1/22, 1/29, 2/5, 2/12, 2/19, 2/26
Classroom #104

Rainbow Loom – Advanced
Thursdays: 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27
Classroom #104

Little Lawyers – Debate
Thursdays: 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27
Classroom #110

Knitting
Thursdays: 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27
Classroom #109

Chess Club
Thursdays: 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27
Media Center

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

VII. Business Administrator’s Report

- Mr. Lella informed the Board of the Resolution acknowledging the Audit for the 12-13 School Year.

VIII. Business Resolutions

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

Workshop Meeting Minutes	November 20, 2013
Regular Meeting Minutes	November 20, 2013

Moved by: Mrs. Cirenza	Seconded by: Mrs. D’Alessandro
Ayes: 5	Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for December 2013 in the total amount of \$151,160.29, as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for November 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$275,981.41 including \$257,477.05 for the gross payroll, \$3,809.04 for the Board’s share of FICA/Medicare and \$14,695.32 for the State’s share of FICA/Medicare.

Moved by: Mrs. Cirenza	Seconded by: Mrs. D’Alessandro
Ayes: 5	Nays: 0

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

Moved by: Mrs. Cirenza	Seconded by: Mrs. D’Alessandro
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 October; 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. Cirenza
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

- 5. 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, 2013.

BE IT FURTHER RESOLVED, that the Essex Fells Board of Education will file a Corrective Action Plan, as required, indicating that there were no audit recommendations for the 2012-2013 fiscal year.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Mrs. D'Alessandro
Nays: 0

IX. Old Business / Board Discussion

- No discussion.

X. New Business / Board Discussion

- No discussion.

XI. Meeting Open for Public Comment

- Mrs. Gadaleta wished everyone a Happy Holiday.

XII. Adjournment

The public meeting of the Board of Education was adjourned at 8:29 P.M. The **Reorganizational Meeting** will be held on **Wednesday, January 8, 2014**, at 7:30 P.M. in the Media Center.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

Enrollment Count: 2013-2014

Teacher	Section	Total	M	F
Ms. Mitchell/Ms. Almeida(Ms. Burger)-AM	PS	13	7	6
Ms. Mitchell/Ms. Almeida(Ms. Burger)-PM	PS	13	6	7
Mrs. Emma	KE	13	9	4
Mrs. Gann/Mrs. Short	KG/S	12(13)	7(8*)	5
Mrs. Massaro/Ms. Cervino	1M/C	19	7	12
Mrs. Brutman/Mrs. Hromoko	2B/H	11	5	6
Ms. McMahon	2M	12	5	7
Mrs. Perry/Ms. McLain	3P/M	13	3	10
Mrs. Reynolds	3R	13	3	10
Mrs. Barshay/Mrs. Calistri	4B/C	13	7	6
Mrs. Hacker	4H	11	6	5
Mrs. Banek	5B	18	6	12
Ms. Craveiro/Ms. Belmont	5C/B	19	8	11
Mrs. Buonomo/Mrs. Whitman	6B/W	13	8	5
Ms. Dalton	6D	13	8	5
Out-of-District		3		
TOTALS		209	95	111

*PM session

Fire Drills: 2013-2014

Month	Fire Drill	Emergency Drill
September	9-16-13	Lockdown 9-30-13
October	10-22-13	Lockdown 10-24-13
November	11-18-13	Lockdown 11-21-13
December		Lockdown 12-16-13
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	9/18/13	10/16/13	11-20-13	12-18-13				
TOTAL # of Reported Incidents	1	1	0	0				
Number of Unfounded Incidents	1	1	0	0				
Number of Founded Incidents	0	0	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