

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on October 17, 2012 in the Media Center of the Essex Fells School. The meeting was called to order by Board President Michelle Nitti at 7:30 P.M. 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 June 20, 2012. 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.

II. Roll Call

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

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Steven J. Lella, Business Administrator/Board Secretary, and 1 member of the public.

III. Flag Salute

The President led the salute to the flag.

IV. Public Comment

No public comment.

V. President's Report

- Dr. Nitti reported she attended the ECSBA Meeting – Discussed was the replacement procedure for Dr. Feinstein and tenure reform.

VI. Superintendent's Report

- Mrs. Gadaleta addressed the EFTA Contract Ratification developments.
- Progress Target Results – Mrs. Gadaleta informed the Board about the EFS results and proficiency levels for English & Math and future EFS requirements for growth.

VII. Resolution to Enter Executive Session

The Board entered into executive session at 7:42 P.M. to discuss the proposed successor agreement between the Essex Fells Teachers' Association and the Essex Fells Board of Education. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. The Board returned to the regular meeting at 8:57 P.M.

Moved by: Dr. LoCascio
 Ayes: 5

Seconded by: Mrs. Cirenza
 Nays: 0

VIII. Superintendent's Resolutions

The following resolution was tabled at the request of the EFTA.

- 1. RESOLVED** that the Board of Education approves the negotiated collective bargaining agreement between the Essex Fells Board of Education and the Essex Fells Education Association in accordance with the final Memorandum of Agreement dated July 1, 2012 on file in the office of Board Secretary and the subsequent agreed to attached salary guides, as ratified by the membership of the Association in accordance with its notification of this action on October 8, 2012.

The following resolution was tabled at the request of the EFTA.

2. RESOLVED that the Board of Education accept the recommendation of the Superintendent and approves the annual salaries for the 2012-2013 school year for certificated staff in accordance with the salary guides as negotiated as a part of the collective bargaining agreement with the Essex Fells Education Association.

<u>Name</u>	<u>FTE</u>	<u>Guide</u>	<u>Step</u>	<u>12-13 Salary</u>
Rosalie Almeida	1.00	BA +30	5	\$57,100
Michelle Barshay	1.00	BA +30	7	\$58,934
Candice Belmont	1.00	BA	1	\$49,569
Laura Brutman	1.00	MA	7	\$59,886
Nina Buonomo	1.00	MA +15	11	\$67,620
Catherine Codella	.70	MA	9	\$43,685
Monica Craveiro	1.00	BA	2	\$50,199
Sara Dalton	1.00	BA	1	\$49,569
Debbie Emma	1.00	BA	13	\$67,026
Kristin Gann	1.00	BA	15	\$73,329
Susan Hacker	1.00	MA	7	\$59,886
Deanna Hromoko	1.00	MA +30	10	\$67,806
Beth Mahaney	.40	MA +30	12	\$29,094
Katie McLain	1.00	MA +15	2	\$56,631
Kimberly McMahan	1.00	BA	7	\$54,644
Catherine McNish	.40	BA + 15	2	\$20,938
Kelly Mitchell	1.00	MA +15	8	\$62,224
Sonja Oftedal	1.00	MA +15	17	\$88,044
Deborah Raimo	.55	BA +30	9	\$33,800
Judi Reynolds	1.00	MA +30	13	\$75,601
Debbie Rosenson	.10	MA	17	\$8,662
Laura Short	1.00	MA	13	\$72,226
John Trogani	1.00	BA	7	\$54,644
John Viggiano	1.00	MA	5	\$58,052
Jeanine Whitman	1.00	MA +30	10	\$67,806
Sharon Zeman	.80	MA	14	\$60,105
Emily Ziccardi	1.00	MA +15	3	\$57,479
Dorotea Banek	1.00	MA +30	15	\$81,905
			Longevity	\$900
			Total	\$82,805

Jackie Castellano	1.00	MA +30	17	\$90,344
			Longevity	\$1,181
			Total	\$91,525
Linda Costello	1.00	MA +15	17	\$88,044
			Longevity	\$900
			Total	\$88,944
Gail Ellowitch	1.00	BA +15	17	\$83,126
			Longevity	\$1,181
			Total	\$84,307
Roe Haberman	1.00	MA +30	17	\$90,344
			Longevity	\$1,181
			Total	\$91,525
Lisa Massaro	1.00	MA +15	15	\$79,762
			Longevity	\$900
			Total	\$80,662

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following adjustment to the salary guide:

Catherine McNish (.4) BA to BA+15 (retro to 9/1/12)

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

4. **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 Members: Rosalie Almeida, Sonja Oftedal
Event: Battelle Developmental Inventory Training
Location: Learning Resource Center, Morris Plains, NJ
Date: 10/2/12
Cost: \$0

Staff Member: Beth Mahaney
Event: Boston Social Thinking Conference
Location: Four Points Sheraton, Norwood, MA
Date: 10/18/12
Cost: \$0

Staff Members: Linda Costello, Sonja Oftedal, Emily Ziccardi
Event: Observation of "Read Naturally Live"
Location: Craig School, Mountain Lakes, NJ
Date: 10/24/12
Cost: \$0

Staff Member: Michelle Gadaleta
Event: School Climate Improvement Workshop
Location: Budd Lake, NJ
Date: 10/30/12
Cost: \$0

Staff Member: Lisa Massaro
Event: Conquer Mathematics Workshop
Location: Fairfield, NJ
Date: 11/2/12
Cost: \$105.00

Staff Member: Katie McNish
Event: Intro to Notebook II Smart Board Training
Location: MSU
Date: 11/14/12
Cost: \$30.00

Staff Member: Sharon Zeman
Event: School Climate Improvement / Anti-Bullying Workshop
Location: Holiday Inn, Budd Lake, NJ
Date: 11/15/12
Cost: \$0

Staff Member: Susan Hacker
Event: Challenging and Motivating Gifted Students Workshop
Location: Fairfield, NJ
Date: 11/26/12
Cost: \$225.00

Staff Members: Deana Hromoko, Judi Reynolds
Event: Mathematics and the Brain Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 11/30/12
Cost: \$199.00 per person

Staff Member: Deborah Raimo
Event: NJ Association of School Librarians Annual Fall Conference
Location: Ocean Place Resort, Long Branch, NJ
Date: 12/1/12
Cost: \$60.00 conference fee, \$36.02 mileage expense, \$96.02 total

Staff Member: Lisa Massaro
Event: Practical Strategies for Meeting the Rigorous CCSS for Writing Workshop
Location: Parsippany, NJ
Date: 12/3/12
Cost: \$215.00

Staff Members: Catherine Codella, Linda Costello
Event: Bullying, Teasing & Taunting Workshop
Location: Embassy Suites, Parsippany, NJ
Date: 12/7/12
Cost: \$189.99 per person

Staff Member: Deana Hromoko
Event: Everyday Math Units 5-8 & 9-12 Workshop
Location: Fairfield, NJ
Dates: 1/8/13, 3/25/13
Cost: \$105.00 per session, \$210.00 total

Staff Member: Candice Belmont
Event: iPad Apps for Special Education
Location: Bergen County ETTC, Rochelle Park, NJ
Date: 1/24/13
Cost: \$100.00

Staff Member: Michelle Gadaleta
Event: School Board Relations
Location: NJASA, Trenton, NJ
Date: 1/24/13
Cost: \$125.00

Staff Member: Judi Reynolds
Event: Everyday Math Series – Units 9, 10 Fractions Workshop
Location: Conquer Mathematics, Fairfield, NJ
Date: 3/26/13
Cost: \$105.00

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition to the 2012-2013 substitute list at \$75/day as of November 1, 2012;

Samantha Pelletier Teacher

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student teacher observers from Caldwell College:

Courtney Weiss – Music Observation
Dates: 10/2012–12/2012, approximately 10 hours
Cooperating Teacher: John Trogani

Rebecca Nadeau – Field Observation/Teacher Intern
Dates: 1/28/13–5/1/13, approximately 5 hours per week
Cooperating Teacher: Laura Brutman

Hanna Walkinshaw – Field Observation/Teacher Assistant
Dates: 1/28/13–5/1/13, approximately 3 hours per week
Cooperating Teacher: Michelle Barshay

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

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

Band Practice for Variety Show with Mr. Trogani, Gym, 3:30-4:00pm
Mondays: 10/22, 10/29, 11/5

Daisy Troop #20022, Media Center, 3:05 – 4:15pm
Tuesdays: 10/23/12, 11/13/12, 12/18/12,
1/15/13, 2/12/13, 3/19/13, 4/9/13, 5/7/13

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

IX. Business Administrator’s Report

- Mr. Lella reported that due to last year’s storms there will be no Safety Grant for the upcoming year.
- AED Machine – Discussed was the EFS district purchasing a new AED Machine for outside (per Janet’s Law) and possibly splitting the cost with the town recreation program.
- Mr. Lella confirmed the payment to the IRS from December 2011 needed to be made.

X. Business Resolutions

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

Workshop Meeting Minutes	9/5/12
Regular Meeting Minutes	9/20/12
Executive Session Minutes	9/20/12
Workshop Meeting Minutes	10/3/12
Executive Session Minutes	10/3/12

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for October 17, 2012 in the total amount of \$187,255.25 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$271,458.16 including \$252,433.52 for the gross payroll, \$3,694.86 for the Board’s share of FICA/Medicare and \$15,329.78 for the State’s share of FICA/Medicare.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

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

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
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: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

5. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY'12 through FY'14, and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

XI. Old Business / Board Discussion

- Mrs. Gadaleta discussed with the Board the first draft of the Survey Monkey questions and any changes or updates to be made.
- Mr. Lella informed the Board the Boiler/HVAC Asbestos inspection was scheduled for October 19, 2012 and the PSE&G energy audit was scheduled for October 29, 2012.

XII. New Business / Board Discussion

- The Board discussed canceling the November 21, 2012 Board Meeting and having it along with the November 7, 2012 Workshop Meeting.
- Mrs. Gadaleta informed the Board that she was approached by the PTA to upgrade the fences along the fields. She stated that if the project moves forward we (herself, Business Office) are to be informed on all aspects of progress.
- Mrs. Gadaleta informed the Board that there was a possibility of Weekend Professional Development but that it may not occur due to other training that was taken.

XIII. Meeting Open for Public Comment

No public comment.

XIV. Resolution to Enter Executive Session

The Board of Education made a motion to enter into executive session at 9:42 P.M. to discuss the Superintendent’s Contract. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No action will be taken.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

XV. Adjournment

The public meeting of the Board of Education was adjourned at 9:58 P.M. The next Workshop and Regular meetings of the Board of Education will be held together on Wednesday, November 7, 2012 at 7:30 P.M. in the Media Center.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

Student Enrollment: 2012-2013

Teacher	Section	Total	M	F
Mrs. Gann/Ms. Almeida-AM	PS	13	8	5
Mrs. Gann/Ms. Almeida-PM	PS	14	9	5
Mrs. Emma/Ms. Belmont	KE/B	18	7	11
Mrs. Massaro	1LM	12	5	7
Ms. Mitchell	1KM	12	6	6
Mrs. Brutman	2B	13	3	10
Ms. McMahon/Mrs. Hromoko	2M/H	14	4	10
Mrs. Haberman	3H	12	7	5
Mrs. Reynolds/Ms. McLain	3R/M	13	7	6
Mrs. Barshay	4B	19	6	13
Mrs. Hacker/Ms. Whitman	4H/W	19	8	11
Mrs. Banek/Mrs. Short	5B/S	12	6	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		210	98	112

Fire Drills: 2012-2013

Month	Fire Drill	Emergency Drill
September	9/13/12	Lockdown 9/18/12
October		
November		
December		
January		
February		
March		
April		
May		
June		

Harassment, Intimidation & Bullying Report

As of Date of BOE Meeting	9/20/12	10/17/12	11/21/12	12/19/12	1/16/13
TOTAL # of Reported Incidents	0	0			
Number of Unfounded Incidents	0	0			
Number of Founded Incidents	0	0			

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary