

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on November 7, 2012 in the Media Center of the Essex Fells School. The meeting was called to order by Board President Michelle Nitti at 5:55 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 October 18, 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 – 5:55 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, and Mr. Steven J. Lella, Business Administrator/Board Secretary.

**III. Flag Salute**

The President led the salute to the flag.

**IV. Public Comment**

No public comment.

**V. President's Report**

- Dr. Nitti applauded Mrs. Gadaleta for her overall handling of keeping the EFS district informed of all happenings in relation due to Hurricane Sandy.

**VI. Superintendent's Report**

- Due to lost days from the Hurricane, Mrs. Gadaleta suggested keeping school open on 11/8 and 11/9, in place of the canceled conferences in Atlantic City, as well as the Monday and Tuesday of Winter Break in February. Also discussed were possible days in the event of further school closings due to inclement weather.
- Mrs. Gadaleta discussed the options to reschedule the Parent/Teacher conferences. The Board discussed the value of the Parent/Teacher conferences.

**VII. Superintendent's Resolutions**

**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.

Moved by: Dr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

**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.

<b>Name</b>	<b>FTE</b>	<b>Guide</b>	<b>Step</b>	<b>12-13 Salary</b>
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	\$72,266
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

Moved by: Dr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

3. **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: Monica Craveiro, Laura Short  
Event: Conquer Mathematics Workshop  
Location: Fairfield, NJ  
Dates: 11/30/12, 3/5/13  
Cost: \$105 per person/ per session

Staff Member: Katie McLain  
Event: Practical Strategies to Implement the New Common Core Math Standards Workshop  
Location: Newark, NJ  
Date: 12/18/12  
Cost: \$225

Staff Member: Rosemarie Haberman  
Event: Grade 3 Everyday Math Workshop  
Location: Fairfield, NJ  
Date: 1/7/13  
Cost: \$105

Staff Member: Steven Lella  
Event: Essex County Association of School Business Officials  
Location: Glen Ridge Country Club, Glen Ridge NJ  
Date: 11/29/12  
Mileage: \$3.72

Staff Member: Steven Lella  
 Event: 2013-13 School Budget Software Training  
 Location: County BA Office, Newark NJ  
 Date: 11/15/12  
 Mileage: \$7.44 + Parking

Moved by: Dr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirezza  
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the NJ QSAC Statement of Assurance for the School Year 2012-2013.

Moved by: Dr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirezza  
 Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the *School Safety & Security Plan: Minimum Requirements – Statement of Assurance* for the 2012-2013 school year, to be submitted to the Essex County Office of Education.

Moved by: Dr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirezza  
 Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revisions to the 2012-2013 school calendar, as per the attached.

Moved by: Dr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirezza  
 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:

Essex Fells Recreation Department – Preschool All Sports Program  
 Gym, 3:10-4:10pm  
 Tuesdays: 1/8/13 – 2/15/13

Study Skills Program  
 Media Center, Rooms 103 & 108, 3:15-4:15pm  
 Tuesdays: 11/13/12, 11/20/12, 11/27/12, 12/4/12, 12/11/12  
 Thursdays: 11/15/12, 11/29/12, 12/6/12, 12/13/12

Moved by: Dr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirezza  
 Nays: 0

### VIII. **Business Administrator's Report**

- Mr. Lella provided Mrs. Cirezza with the NJSBA Delegate Assembly Handbook.

**IX. Business Resolutions**

1. **RESOLVED** that the Board of Education approves the bills and claims for November 7, 2012 in the total amount of \$55,345.56 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for October 2012 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$271,627.25 including \$252,922.10 for the gross payroll, \$3,858.76 for the Board's share of FICA/Medicare and \$14,846.39 for the State's share of FICA/Medicare.

Moved by: Mrs. Cirenza  
Ayes: 5

Seconded by: Dr. LoCascio  
Nays: 0

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

Moved by: Mrs. Cirenza  
Ayes: 5

Seconded by: Dr. LoCascio  
Nays: 0

3. **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 September; 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: Dr. LoCascio  
Nays: 0

**X. Old Business / Board Discussion**

No discussion.

**XI. New Business / Board Discussion**

No discussion.

**XII. Meeting Open for Public Comment**

No public comment.

**XIII. Adjournment**

The public meeting of the Board of Education was adjourned at 6:28 P.M. The next Workshop Meeting will be held on Wednesday, December 5, .2012 at 7:30 P.M. in the Superintendent’s Office, and the next Regular Meeting of the Board of Education will be held on Wednesday, December 19, 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. McMahan/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
<b>TOTALS</b>		<b>210</b>	<b>98</b>	<b>112</b>

**Fire Drills: 2012-2013**

Month	Fire Drill	Emergency Drill
September	9/13/12	Lockdown 9/18/12
October	10/18/12	Lockdown 10/25/12
November		
December		
January		
February		
March		
April		
May		
June		

**Harassment, Intimidation & Bullying Report**

As of Date of BOE Meeting	9/20/12	10/17/12	11/7/12	12/19/12	1/16/13
TOTAL # of Reported Incidents	0	0	0		
Number of Unfounded Incidents	0	0	0		
Number of Founded Incidents	0	0	0		

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary