

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session on August 15, 2012 in the Media Center of the Essex Fells School. The meeting was called to order by Board Vice President Steven LoCascio at 7:34 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 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 – 7:34 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 – absent (phoned in)

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

III. Flag Salute

The Vice President led the salute to the flag.

IV. Public Comment

No public comment.

V. President's Report

No report.

VI. Superintendent's Report

- Mrs. Gadaleta spoke about ACHIEVE3000 results. Children's results increased from last year and will share information with parents on September 24th parent teacher night, as well as explain system.
- Mrs. Gadaleta will look into other programs in the fall to assist with reading as well as check with Caldwell College for assistance, while continuing to meet with teachers about individual students who didn't make growth.
- QSAC – Official letter from the state stating we were operating proficiently.
- Mrs. Gadaleta mentioned her goals as Superintendent and as a district for 2012-13.
- Mrs. Gadaleta and the Board discussed a possible mailer survey to the community in regards to feedback about the school.
- Dr. LoCascio asked about the job responsibility of the new paras.
- Room use of Media Center was discussed for after care, no room decided on as of yet.

VII. Superintendent’s Resolutions

- 1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the list of possible field trips for the 2012-2013 school year.

NOTE: See Attachment A

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D’Alessandro
Nays: 0

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2012-2013 school year, at \$75/day, pending the usual criminal history and background check:

Valerie Almquist	Teacher
Joann Barker	Nurse (\$109/day)
Lisa Blumenfeld	Nurse (\$109/day)
Theresa Caffarra	Teacher
Loretta Castrovinci	Teacher
Jocelyn Eckstein-Friedman	Teacher
Tracey Gardner	Teacher
Cara Greco*	Teacher
Jody James	Teacher
Susanne Keane	Teacher
Karen Kopec	Teacher
Lucille Lapone	Teacher
Nancy Leeman	Teacher
Frazer O’Neill	Teacher
Patricia Pakonis	Teacher
Evelyn Peter	Teacher
Ashley Safir*	Teacher
Denise Sperrazza	Teacher
Anita Stabile	Teacher
Michael Still	Teacher
Jacquelyn Sweigart	Teacher
Laurie Unis*	Teacher
Erin Valenzano	Teacher
Patricia Wahl	Teacher

NOTE: * Resumes attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D’Alessandro
Nays: 0

- 3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2012-2013 school year.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D’Alessandro
Nays: 0

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Mrs. Judi Reynolds to the positions of K-3 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective September 2012 to June 2013, at an annual stipend amount of \$2,000.00, and 4-6 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective September 2012 to November 2012, at an annual stipend amount of \$600.00.

NOTE: Letter attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Mrs. Jeanine Whitman to the positions of 4-6 Assistant to the Administrator, I&RS/504 Coordinator, and Assistant Test Coordinator effective December 2012 to June 2013, at an annual stipend amount of \$1,400.00.

NOTE: Letter attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2012-2013 school year at the contractual rate:

Jackie Castellano	Technology Coordinator
Deana Hromoko	Student Council (prorated for maternity leave)
Emily Ziccardi	Student Council (adjusted for maternity leave coverage)
Dorotea Banek	Camp Mason
Nina Buonomo	Camp Mason
Sara Dalton	Camp Mason
Gail Ellowitch	Camp Mason
Officer Scott Jones	Camp Mason
John Trogani	Camp Mason
John Viggiano	Camp Mason
Jeanine Whitman	Camp Mason
Emily Ziccardi	Camp Mason
John Trogani	Lunch Coordinator
John Viggiano	Lunch Coordinator

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that technology input of new programs by Jackie Castellano and Jeanne Jeffries be increased 20 hours each, at \$40/hour, during the summer 2012.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Stacey Perry, maternity replacement teacher, from September 4, 2012 to on or about December 4, 2012, at a BA Step 1 salary, not to include health benefits.

NOTE: Resume attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Samantha Pelletier, maternity replacement teacher, from September 4, 2012 to on or about October 19, 2012, at a BA Step 1 salary, not to include health benefits.

NOTE: Resume attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

10. **RESOLVED** that the Board of Education accepts with regret, as recommended by the Superintendent, the resignation of Rachel Armenti, paraprofessional, for the 2012-2013 school year.

NOTE: Letter attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2012-2013 school year:

Courtney Knigge 6hr/day @ \$18/hr \$19,656
Jaclynne Nimon 6hr/day @ \$18/hr \$19,656

NOTE: Resumes attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

12. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following updates to the curriculum for the 2012-2013 school year:

Math
General Music Curriculum – 2012
Instrumental Music Curriculum – 2012

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 13. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request by the Essex Fells Recreation Department from 9/1/12 to 11/3/12 for after school and weekend soccer and flag football programs.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 14. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request by the Garden Club of Essex Fells for use of the gymnasium for a general meeting open to Essex Fells residents on Saturday, November 17, 2012, from 11:00 A.M. to 1:00 P.M. This request includes custodial overtime costs.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

- 15. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the NCLB (No Child Left Behind) application for 2013 to the County Office of Education and accepts the grant award in the amount of \$2,667.00.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

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

0151 Organization Meeting
0153 Annual Appointments
0167 Public Participation in Board Meetings
2361 Acceptable Use of Computer Networks/Computers and
Resources
2363 Pupil Use of Privately-Owned Technology
2622 Pupil Assessment
3282 Use of Social Networking Sites – Teaching Staff
4282 Use of Social Networking Sites – Support Staff
6470 Payment of Claims

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

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

5111 Eligibility of Resident/Nonresident Pupils

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D'Alessandro
Nays: 0

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: 4

Seconded by: Mrs.D'Alessandro
Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator, the Out of District Program costs for Garden Academy for the 2012-2013 school year in the following amounts:

Summer (2012)	29 days total at <u>463.70</u> / day	
	<u>Total Summer Program Not to Exceed</u>	\$13,447.30
School Year (2012-13)	180 days total at <u>463.70</u> / day	
	<u>Total School Year Program Not to Exceed</u>	\$83,466.00

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs.D'Alessandro
Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator, the renewal of agreements with the Essex Regional Educational Services Commission for the 2012-13 school year for the Ed-Data Cooperative Billing Program.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs.D'Alessandro
Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator/Board Secretary, Ed Data Services, Inc. for Cooperative Bid Services at the rate of \$250.00 from April 1, 2012 through March 31, 2013.

NOTES: Correspondence attached

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs.D'Alessandro
Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator/Board Secretary, the below agreement with NJSBAIG for policy claim number PR00615L:

AGREEMENT AND PROOF OF LOSS

THIS AGREEMENT AND PROOF OF LOSS, dated July , 2012, is entered into by and between the Releasor, **Essex Fells Board of Education**, and its principal(s), officer(s), representative(s), employee(s), agent(s), successor(s) and assign(s), referred to as the "Board"

and the, **New Jersey School Boards Association Insurance Group**, its principal(s), officer(s), representative(s), employee(s), agent(s), successor(s) and assign(s),

referred to as "NJSBAIG."

WHEREFORE, the Essex Fells Board of Education filed a claim against policy number PR00615L effective July 1, 2008 through July 1, 2009 in the amount of \$22,610.00.

WHEREFORE, the Board was awarded a judgment in the amount of \$22,610.00, and has received reimbursement from Raymond Hyman in the amount of \$2,071.00, leaving an outstanding reimbursement amount still owed to the Board of \$20,039.00.

WHEREFORE, NJSBAIG has agreed to proffer a settlement payment in the amount of \$20,039.00 to the Board in exchange for the Board's agreement to reimburse NJSBAIG and promptly pay all restitution payments that it receives relative to this claim.

In so doing, the Board agrees to subrogate its rights.

1. **Release.** The Board releases and gives up any and all claims, matters, actions, causes of action, contracts and covenants, whether express or implied, claims and demands for damages, indemnity, costs or interest, whether asserted or unasserted, of whatever kind or nature, which have been or could have been filed in any court or any administrative body or agency, which the Board may have against NJSBAIG through the date hereof with regard to any claims whatsoever, asserted or unasserted, arising out of, relating to or in connection with claim number **08 PR00615**, including, but not limited to, any claim for coverage for the loss arising out of the theft of funds by the Board's former principal, Raymond Hyman.
2. **Consideration.** In full and final satisfaction of the aforesaid claim, NJSBAIG agrees to compensate the Board in the total amount of **\$20,039.00**. Thus, the Board hereby acknowledges that it has received good and valuable consideration from NJSBAIG in exchange for agreeing to this Release. The Board agrees that it will not seek any further recovery from NJSBAIG.
3. **Reimbursement of Recovered Sums.** The Board further agrees to hold in trust for the benefit of NJSBAIG any monies paid, recovered or reimbursed as compensation for the Board's aforementioned loss, including, but not limited to, any sums paid as a result of any civil or criminal restitution orders, subrogation action, settlement with or judgment against Raymond Hyman, any other named or unnamed co-conspirator, or any other party or source. All such recovered sums shall be promptly paid to NJSBAIG upon receipt of same.
4. **Proof of Loss.** By signature of the Business Administrator below, the Board agrees to the following:
 - a. Employee/individual responsible is Raymond Hyman. His last known address is 16 East 17th Street, Bayonne, NJ 07062. Hyman held the position of principal at the time the loss occurred. The loss was first discovered on November 18, 2008, by the Essex County Prosecutor. The theft occurred during the policy year 2008-2009. Hyman committed the theft by submitting false and/or forged invoices/receipts for tuition for attending the teachers college of Columbia University.

- b. The total amount of the loss relative to the theft by Hyman was \$22,610.00. The Board paid NJSBAIG its deductible of \$500.00, leaving a total remaining claim of \$22,110.00. Hyman paid the Board restitution in the amount of \$2,071.00, leaving a total remaining claim of \$20,039.00.
- c. There are no other encumbrances on the amount claimed.
- d. There are no other policies of insurance covering the property in question.
- 5. **Who is Bound.** The Board is bound by this Release. Anyone who succeeds to the Board’s rights and responsibilities is also bound. This Release is made for NJSBAIG’s benefit and all who succeed to NJSBAIG’s rights and responsibilities, such as NJSBAIG’s successors and/or assigns.
- 6. **Signatures.** The Board acknowledges that its authorized representatives have carefully reviewed the terms of this Release, and that the Board understands and freely and voluntarily agrees to the terms herein.
- 7. **Advice of Counsel.** The Board warrants and represents that it has been represented by counsel in negotiating and executing this Release; that it is satisfied with the representation of said counsel; that the Board has had an opportunity to consult with said counsel about this Release before signing it; and that the Board is signing this Release of its own free will. RELEASOR:

ESSEX FELLS BOARD OF EDUCATION

BY: _____
Business Administrator/Board Secretary

Sworn to and subscribed before me,

This _____ day of _____, 2012.

Notary Public

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs.D’Alessandro
Nays: 0

- X. **Old Business / Board Discussion**
 - Locker Installation

- XI. **New Business / Board Discussion**
No discussion.

- XII. **Meeting Open for Public Comment**
No public comment.

- XIII. **Resolution to Enter Executive Session**
The Board of Education made a motion to enter into executive session at 8:16 P.M. 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: Mrs.Cirenza
Ayes: 4

Seconded by: Mrs. D’Alessandro
Nays: 0

XIV. Adjournment

The public meeting of the Board of Education was adjourned at 8:31 P.M. The next Workshop meeting of the Board of Education will be Wednesday, September 5, 2012 at 7:30 P.M. in the Superintendent’s Office and the next Regular meeting of the Board of Education will be Wednesday, September 19, 2012 at 7:30 P.M. in the Media Center.

Moved by: Mrs. Cirenza
Ayes: 4

Seconded by: Mrs. D’Alessandro
Nays: 0

Student Enrollment: 2012-2013

Teacher	Section	Total	M	F
Mrs. Gann/Ms. Almeida-AM	PS	16	10	6
Mrs. Gann/Ms. Almeida-PM	PS	11	7	4
Mrs. Emma/Ms. Belmont	KE/B	19	8	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	13	7	6
Ms. Craveiro	5C	12	7	5
Mrs. Buonomo	6B	12	8	4
Ms. Dalton/Ms. Ziccardi	6D/Z	15	7	8
TOTALS		212	100	112

Fire Drills: 2012-2013

Month	Fire Drill	Emergency Drill
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

Harassment, Intimidation & Bullying Report

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

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary