

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session February 16, 2011 in the Media Center of the Essex Fells School. The meeting was called to order by Board President Michele Nitti at 7:30 PM. 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 May 6, 2010. 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 PM.**

**II. Roll Call**

Mrs. Alison Cirenza - present  
Mrs. Birgit Criqui – present  
Mr. Peter Hutchinson – present  
Mr. Steven LoCascio, Vice- President - present  
Dr. Michele Nitti, President - present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Michael Davison, Business Administrator/Board Secretary, and members of the public.

**III. Flag Salute**

The President led the salute to the flag.

**IV. Public Comment**

No comment.

**V. President's Report**

The Board President reported that the administration and the Board continue to refine the proposed 2011-2012 school budget and will work towards remaining within the 2% cap.

**VI. Superintendent's Report**

The Superintendent reported on the following items:

The 5<sup>th</sup> Grade was able to attend Buehler on Friday, February 11, 2011. The Press Conference is currently being prepared by students and will be open to parents on Friday, February 18<sup>th</sup>, 2011 in the Gym at 1:40 pm.

Class Trips suggestions for the 2011-2012 school year are being compiled to create a list of possible trips for the Board of Education to approve in advance. This will be a more efficient way of approving trips with the understanding that if a new trip is introduced, a monthly recommendation to the Board will be made for approval before the trip.

Winter MAP scores were analyzed with 6<sup>th</sup> Grade teachers. The data will assist in the facilitation of lessons to meet the areas where students presented the most difficulty prior to spring, March 21<sup>st</sup> MAP testing and May NJASK testing.

Thank you to the parents who participated in the "Survey Monkey" questions regarding Professional Development and NJASK Preparation. The parent data will be considered in determining future needs in both areas.

Thank you to the Foundation for providing a bullying assembly titled, "The Power of One" to our students in a K-3 segment and a 4-6 segment. It was a good reminder of what to do if you are involved in bullying as a bully, target or bystander. The school signature poster is being used in Class Meetings to follow up on the message within smaller group settings.

School will be closed for Winter Break February 21-25<sup>th</sup>.

**VII. Superintendent's Resolutions**

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following field trip requests:

3/21/11	Grade 6 to WEJHS – MAP Testing
3/22/11	Grades 5 & 6 – 24 Challenge Math Competition (6 students)
3/31/11	Grades 4-6 Music Students to WEJHS Concert
4/5/11	Grade 6 to Veteran's Courthouse, Newark, NJ
4/6/11	Grade 5 to Holocaust Ed. Center, Elizabeth, NJ
5/18/11	Grade 6 to World Financial Center, New York, NJ

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

2. **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 9250 for Professional Development:

Staff Members: Deana Hromoko, Kaitlyn Kerrigan, Katie McLain,  
Judi Reynolds, Jeanine Whitman

Event: I&RS Training  
Location: Millburn, NJ  
Date: March 22, 2011  
Cost: 0

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

**VIII. Business Administrator's Report**

The Business Administrator reported that the Borough is now up to date with the tax levy payments.

The Business Administrator reported that the district received another quote from a company which participates with the NJ Direct Install program. The quote the district received was for installation of boilers, but did not include extras, like piping and pumps. The consensus of the Board was to look into additional methods of boiler replacement including contacting PSE&G, other Boards of Education, and additionally continuing discussion with the district architect.

The Business Administrator reported that the 2011-2012 budget continues to be refined. The Business Administrator noted that the district will not be eligible for the health benefits waiver. The Business Administrator also noted that after entering the preliminary budget into the state software, the district would be entitled to an enrollment adjustment, but that would bring the anticipated tax levy above 2%. The consensus of the Board was to stay within the 2% tax levy cap.

**IX. Business Resolutions**

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

Special Meeting and Executive Session Minutes	January 19, 2011
Workshop Meeting Minutes	January 19, 2011
Regular and Executive Meeting Minutes	February 2, 2011

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for February 16, 2011 in the total amount of \$90,117.71 as certified by the Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for January 2011 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$270,212.68 including \$251,074.30 for the gross payroll, \$2,617.57 for the Board's share of FICA/Medicare and \$16,520.81 for the State's share of FICA/Medicare.

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
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 December 2010; 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 month be accepted and shall become a part of the official minutes of this meeting.

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

4. **RESOLVED**, that the Board of Education approve the use of District Facilities to the following organizations, provided all required documents are submitted.

Group: Essex Fells Recreation Department  
 Location: Media Center  
 Date: Tuesday, March 1, 2011  
 Time: 7:00 – 8:00 P.M.

Group: Brownie Troops  
 Location: Gym, Media Center, Hallways  
 Date: Saturday, March 19, 2011  
 Time: 8:45 – 11:15 A.M.

Group: Girl Scout Troops  
 Location: Gymnasium  
 Date: Thursday, April 28, 2011  
 Time: 5:30 – 8:30 P.M.

Moved by: Mr. LoCascio  
 Ayes: 5

Seconded by: Mrs. Cirenza  
 Nays: 0

X. **Old Business / Board Discussion**  
 No discussion.

XI. **New Business / Board Discussion**

The Superintendent informed the Board of recent legislation which has been put forth within the State Senate and would change employee contributions for health benefits.

The Superintendent informed the Board that the Acting Commissioner of Education spoke about school district tenure reform.

XII. **Meeting Open for Public Comment**

A member of the public addressed the Board and had questions and comments outlined below:

The member of the public suggested the Board consider contacting a member of the West Essex Board of Education who was involved in the boiler replacement project at West Essex.

The member of the public commented on the proposed changes in staffing as it relates to the 2011-2012 school budget.

The member of the public inquired about how the Board intends to appropriate the excess surplus from the 2009-2010 audit.

The member of the public inquired whether the Board has looked at sharing services with another school district for district administration.

**XIII. Resolution to Enter Executive Session (Personnel)**

**RESOLVED** that the Board shall enter into executive session immediately following this meeting to discuss personnel matters. The matters discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No formal action will be taken.

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mr. Hutchinson  
Nays: 0

**XIV. Adjournment**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned at 9:50 PM. The next Special and Workshop meeting of the Board of Education will be Wednesday, March 2, 2011 at 8:00 PM in the Superintendent’s Office, and the next Regular meeting of the Board of Education will be Wednesday, March 23, 2011 at 7:30 PM in the Media Center.

Moved by: Mr. LoCascio  
Ayes: 5

Seconded by: Mrs. Cirenza  
Nays: 0

**Student Enrollment as of 2/16/11:**

Teacher	Section	Total	M	F
Mrs. Gann/Mrs. Costello	PS	11	5	6
Mrs. Emma/Mrs. Heaney	KE/H	15	4	11
Mrs. McMahan	KM	15	4	11
Mrs. Massaro/ Ms. Almeida	1M/A	12	6	6
Ms. Mitchell	1M	13	6	7
Mrs. Barshay	2B	20	7	13
Mrs. Brutman/Mrs. Hromoko	2B/H	20	8	12
Mrs. Haberman	3H	13	7	6
Ms. Kerrigan/Ms. Ziccardi	3K/Z	13	6	7
Mrs. Hacker	4H	15	9	6
Mrs. Reynolds/Mrs. Short	4R/S	15	8	7
Mrs. Banek/Ms. McLain	5B/M	17	9	8
Ms. Craveiro	5C	17	5	12
Mr. Brohm	6B	23	10	13
Mrs. Buonomo/Mrs. Whitman	6B/W	24	12	12
<b>TOTALS</b>		<b>243</b>	<b>106</b>	<b>137</b>

**2010-2011 Fire Drills:**

Month	Fire Drill	Emergency Drill
September	9/16/10	
	9/28/10	
October	10/11/10	
	10/22/10	
November	11/12/10	Lockdown 11/17/10
December	12/13/10	Shelter in Place 12/20/10
January	1/21/11	Lockdown 1/31/11
February	2/14/11	

Respectfully submitted,

Michael Davison  
Business Administrator/Board Secretary