

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a public session February 2, 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 January 26, 2011. 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 several members of the public.

III. Flag Salute

The President led the salute to the flag.

IV. President's Report

The Board President reported that the Board is continuing to analyze and refine the 2011-2012 budget.

V. Public Comment

No comment.

VI. Superintendent's Report

The Superintendent reported on the following items:

- Kindergarten Registration will take place on Thursday and Friday, February 3rd and 4th for students entering September 2011.
- The 6th Grade traveled to West Essex Middle School for a preliminary round of MAP testing to offer our staff data on Math and Reading strengths and weaknesses of our students. This data will be analyzed, as a staff with the help of Mr. Montgomery to target the skills our students need more reinforcement with before spring testing.
- On Friday, January 21, 2011 a meeting took place with Police Chief Kulick to renew and sign our Memorandum of Agreement. This state report details and documents our willingness as a district to continue working in conjunction with the police department for the betterment and safety of our students.
- The 2011-2012 Calendar will be revised to include a half Professional Day for Staff on Wednesday, March 7, 2012. The students will be released at 12:45 pm.
- Dr. Tom McMahan, Superintendent of West Essex Regional School District has opened a discussion regarding the possible shared service with all sending districts of a K-12 Curriculum Coordinator or Supervisor. Currently, Essex Fells School does not have a separate position for this responsibility. The intention of this proposal is to better align all students arriving at West Essex regardless of what town they come from. Curriculum, materials, time allotment for subject areas, and homework were all topics discussed that could be better aligned over the four towns before transitioning into West Essex Middle School.
- January was Board of Education Members Appreciation Month. The Superintendent publicly thanked the dedicated Essex Fells board members for the time and efforts they dedicate to the students of the school. In addition, the Superintendent personally appreciates the support the Board has shown to administration at Essex Fells School.

VII. Superintendent's Resolutions

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

3/24/11	Grade 5 to Liberty Science Center
5/20/11	Grade 6 to Gould School
6/8-10/11	Grade 6 to Camp Mason

Moved by: Mrs. Criqui
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: Dorotea Banek, Nina Buonomo, Roe Haberman, Judi Reynolds
Event: Understanding the NJASK Holistic Scoring Rubric
Location: Harrison School, West Caldwell, NJ
Date: January 27, 2011
Cost: \$75 per person/per workshop

Staff Member: Michelle V. Gadaleta
Event: Harassment, Intimidation and Bullying (HIB) Workshop
Location: Essex County Office of Education, Newark, NJ
Date: February 2, 2011
Cost: \$0

Staff Member: Lisa Massaro
Event: Practical Strategies and Behavior Intervention for Asperger's Syndrome and High Functioning Autism Workshop
Location: Holiday Inn, Parsippany, NJ
Date: February 8, 2011
Cost: \$179

Staff Members: Debbie Emma, Kim McMahon
Event: Everyday Math Core Curriculum State Standards Lunch and Learn Workshop
Location: Somerset Hills Hotel, Warren, NJ
Dates: February 8, 2011
Cost: \$0 plus \$8.37 mileage per person at OMB rate

Staff Member: John Viggiano
Event: 90th Annual EDA/NJAHPERD Joint Convention
Location: Long Branch, NJ
Dates: February 16 & 17, 2011
Cost: \$115

Staff Member: Sharon Zeman
Event: Practical Therapy Techniques for Challenging Articulation Cases Workshop
Location: New Brunswick, NJ
Dates: February 28, 2011
Cost: \$215

Staff Member: Beth Mahaney
 Event: Learning & the Brain Workshop
 Location: Alfred J. Lerner Hall, New York City
 Dates: April 7, 2011
 Cost: \$239

Staff Members: Linda Costello, Kristin Gann
 Event: Co-Teaching and Differentiation Workshop
 Location: Crowne Plaza Hotel, Edison, NJ
 Dates: March 25, 2011
 Cost: \$100 per person/per workshop plus \$19.22 mileage per person at OMB rate

Staff Member: Monica Craveiro
 Event: Best Practices in Teaching Math and the New Common Core Standards Workshop
 Location: Crowne Plaza Hotel, Edison, NJ
 Dates: March 29, 2011
 Cost: \$100

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following teachers to move on the Guide as of February 1, 2011:

Kelly Mitchell	MA to MA+15	Step 7
Jeanine Whitman	MA+15 to MA+30	Step 9

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the increase from \$3,500 to \$4,000 of the Preschool program tuition for the 2011-2012 school year.

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of a Uniform Memorandum of Agreement between the Essex Fells School and the Essex Fells Police Department.

Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2011-2012 school year, pending the usual criminal history and background check:

Jenine Serritella	Nurse (\$109/day)
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Moved by: Mrs. Criqui
 Ayes: 5

Seconded by: Mrs. Cirezza
 Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipends for the 2010-2011 school year:

Rachel Armenti	Camp Mason (\$550)
Lauren Guarracino	Camp Mason (\$550)
Officer Scott Jones	Camp Mason (\$550)

Moved by: Mrs. Criqui
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

VIII. Business Administrator's Report

Mr. Gregory Somjen of Parette Somjen Architects presented the update to the District's Long Rang Facilities Plan.

Mr. Davison reported that the 2011-2012 budget continues to be refined. He added that once the district receives the increases in health benefits, he will have a better idea of how the various appropriations will be allocated.

IX. Business Resolutions

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

December 8, 2010 Regular Meeting

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for January 26, 2011 in the total amount of \$144,557.64 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for December 2010 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$280,257.84 including \$261,180.47 for the gross payroll, \$4,518.07 for the Board's share of FICA/Medicare and \$14,559.30 for the State's share of FICA/Medicare.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
Nays: 0

3. **RESOLVED** that the Board of Education approves the transfer of funds for the month of December 2010 as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
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 November 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 months be accepted and shall become a part of the official minutes of this meeting.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
Nayes: 0

- 5. **RESOLVED** that the Board of Education approves the submission of the following Special Education Medicaid Initiative (SEMI) Program Waiver to the Essex County Office of Education:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) program for the 2011-12, and

WHEREAS, the Essex Fells Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Essex Fells Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Essex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2011-20112 school year.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
Nayes: 0

- 6. **RESOLVED** that the Board of Education approves the return of funds raised by parents of the previous sixth grade classes, outline below, and held in trust within TD Account #42585490735.

Class of 2004	\$820.04
Class of 2006	\$4,064.82
Class of 2007	\$2,912.50
Class of 2008	\$1,880.06
Class of 2009	\$1,428.09

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mr. Hutchinson
Nayes: 0

- X. **Board Reports- New Business**
No Report.

XI. Meeting Open for Public Comment

Chief Boeckel of the Essex Fells Fire Department expressed concern regarding the events that led to a meeting he had with the town council. The Chief commented that he would like to continue to have a productive and positive relationship with the Board of Education and the administration. The Board President commented that the Board appreciates the relationship between the School and the Fire Department.

Chief Boeckel also suggested that the Board look into the possibility of refurbishing the district’s boilers as an alternative to replacing the units completely.

XII. 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: Mrs. Cirenza
Nayes: 0

XIII. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned at 9:50 PM. The next Workshop meeting of the Board of Education will be Wednesday, February 9, 2011 at 7:30 PM in the Superintendent’s Office. The next Regular meeting of the Board of Education will be Wednesday, February 16, 2011 at 7:30 PM in the Media Center.

Moved by: Mr. LoCascio
Ayes: 5

Seconded by: Mrs. Criqui
Nayes: 0

Student Enrollment as of 12/8/10:

Teacher	Section	Total	M	F
Mrs. Gann/Mrs. Costello	PS	11	5	6
Mrs. Emma/Mrs. Heaney	KE/H	15	4	11
Mrs. McMahon	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	16	8	8
Ms. Craveiro	5C	17	5	12
Mr. Brohm	6B	23	10	13
Mrs. Buonomo/Mrs. Whitman	6B/W	24	12	12
TOTALS		242	105	137

2010-2011 Fire Drills:

Month	Fire Drill	Emergency Drill
September	9/16	
	9/28	
October	10/11	
	10/22	
November	11/12	Lockdown 11/17
December		

Respectfully submitted,

Michael Davison
Business Administrator/Board Secretary