

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting on August 14, 2019, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 7:32 P.M. Mrs. Huegel 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 2, 2019. 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 – 7:32 P.M.

- The meeting was called to order by the Board President.

II. Roll Call

Mrs. Kris Huegel – President , present
Dr. Steven LoCascio – Vice President, absent
Mrs. Bethany Buccino, – present
Mrs. Shani Drogin – present
Mrs. Debra Tedesco – present

Also present: Mr. Steven J. Lella, Business Administrator/Board Secretary.

III. Flag Salute

- The Board President led the salute to the flag.

IV. Public Comment on Agenda Items Only

- None

V. President's Report

- None

VI. Superintendent's Report

- Mr. Lella, reporting on behalf of Mrs. Gadaleta, noted to the Board that Mrs. Gadaleta had received Stronge TEPES Re-Certification for 2019-20.
- Mr. Lella, reporting on behalf of Mrs. Gadaleta, noted Mrs. Gadaleta's transcripts from Centenary University.

VII. Old Business / Board Discussion

- None

VIII. New Business / Board Discussion

- None

IX. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 05.

1. **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 Member(s): Katie McNish
 Event: ARTify 2019 – AENJ Annual Conference
 Location: Ocean Place Resort, Long Branch, NJ
 Date: 10/6&7/19
 Cost: \$250.22 Total (\$205.00 fees; \$45.22 mileage)
 * previously approved 7/18/19; revised for new mileage rate

Staff Member(s): Steve Lella
 Event: Essex County ASBO
 Location: Nanina’s in the Park, Belleville, NJ
 Date: Various
 Cost: \$200

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request(s) for the following:

West Essex Football Club
 Fields – After School from 3:45pm-dusk
 Saturday & Sunday from 8:30am-dusk
 September 1, 2019 – November 15, 2019

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2019-2020 school year, at \$90/day, pending the usual criminal history and background check for new hires*:

Martine Shepard*Teacher
 Jen Sullivan Teacher

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves the recommendation of the Superintendent and approves an additional 10 hours each of summer custodial work for the following student assistants in the custodial department for the summer 2019.

Joseph Appello \$10.00/hr
 Nick McNish \$10.00/hr

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

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

Policy 9210 School-Connected Organizations

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

X. **Business Administrator's Report**

- Mr. Lella reported to the Board on the Extraordinary Aid amount for the 2019-20 School Year.
- Mr. Lella reported on the summer B&G projects. As they are wrapping up, we are still waiting on the delivery of the heating unit and refrigerator. The refrigerator unfortunately will not be arriving until at least mid-September.

XI. **Business Resolutions**

RESOLVED that the Board of Education approves Business Resolutions #01-05.

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

Workshop Meeting Minutes 5/1/19

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4 Nays: 0

2. **RESOLVED** that the Board of Education approves a revised bills and claims for May in the amount of \$21,362.62 (formerly \$16,251.43), additional bills and claims for June in the total amounts of \$51,843.79 & \$114,828.73 and July in the amount of \$70,707.91 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for June as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$400,086.58 including \$372,583.47 for the gross payroll, \$8,494.39 for the Board's share of FICA/Medicare and \$19,008.72 for the State's share of FICA/Medicare.

Moved by: Mrs. Tedesco Seconded by: Mrs. Drogin

Ayes: 4

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 May;

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. Tedesco

Seconded by: Mrs. Drogin

Ayes: 4

Nays: 0

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

Moved by: Mrs. Tedesco

Seconded by: Mrs. Drogin

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2019 Extraordinary Aid funding to the 2019-20 school budget in the amount of \$51,585 to line account 11-120-100-101-01; and

BE IT FURTHER RESOLVED that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2018-19 school budget and received an award of Extraordinary Aid in the amount of \$51,585; and

BE IT FURTHER RESOLVED that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by: Mrs. Tedesco

Seconded by: Mrs. Drogin

Ayes: 4

Nays: 0

XII. Meeting Open for Public Comment

- None

XIII. Adjournment

The special meeting of the Board of Education was adjourned at 7:37 P.M. The next **Workshop Meeting** will be held on **Wednesday, September 4, 2019 at 7:30 P.M.** in the Superintendent's Office.

Moved by: Mrs. Tedesco

Seconded by: Mrs. Drogin

Ayes: 4

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary