

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a regular session on August 5, 2015, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Dr. Steven LoCascio, at 7:35 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 18, 2015. 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 -- 7:35 P.M.

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

II. Roll Call

- Mrs. Carol D'Alessandro, Vice-President – present
 Mrs. Shani Drogin – present
 Mrs. Kris Heugel – present
 Dr. Steven LoCascio, President – present
 Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; 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

- No comment.

V. President's Report

- Dr. LoCascio thanked Dr. Nitti for running for the open Board of Education position for the upcoming year.

VI. Superintendent's Report

- Mrs. Gadaleta stated that she was excited for the new school year to begin and explained the new School Theme: A Year of Challenging Minds, Nurturing Hearts, and Embracing the Joy of Learning. Mrs. Gadaleta explained there would be an assembly for the children on the first day of school and one for the staff in the fall.
- Mrs. Gadaleta informed the Board of the new 2nd grade teaching team and the new Military Leave Replacement teacher. Mrs. Gadaleta also stated that she is very pleased with Mrs. Sarto, the new Business Office Assistant.
- Mrs. Gadaleta explained how there will only be 1 PARCC session in 2015-16, compared to 2 in 2014-15. The other districts in the consortium will schedule testing around Spring Break.
- The Board of Education reviewed and revised the BOE Goals. The resolution was approved "as amended."
- Mrs. Gadaleta explained the District / Superintendent Goals for the upcoming School Year. Discussed were potential B&G projects such as the roof and paving Hawthorne Road; Alternative Financing Options; Curriculum Updates; Mentors for teachers new to the Essex Fells District; Policy Review.
- Mrs. Gadaleta discussed and explained her upcoming Merit Goals.
- Mrs. Gadaleta provided the Board with the Curriculum Updates.
- Mrs. Gadaleta explained to the Board the refusal of Title 1 & 3 funding. After research, Mrs. Gadaleta does not feel comfortable receiving these funds based on the changed allocation method, which is being driven by census information showing 19 children under the poverty level. There is also an issue regarding the requirements for the use of funds. The Board discussed and felt further research should be done. The Board decided to table the resolution.

- Mrs. Gadaleta explained to the Board the Unfair Labor Practice claim the Essex Fells Teacher Association filed against the Board regarding returning to work on August 31st. The EFTA felt that this would make them 11 month employees. Mrs. Gadaleta informed the Board she will notify them of the results of the claim after it has been heard. The Board discussed the claim.
- Mrs. Gadaleta recognized Mrs. Katie McNish for tenure.
- Mrs. Gadaleta provided the Board with an update regarding one of the District's Out Of District placements. The student was dismissed from the ESY placement due to the actions of one of the parents. The student will also not be accepted back in the Fall. Mrs. Gadaleta explained that Mrs. Fernandes will look into other possible placements as soon as possible.
- Mrs. Gadaleta pointed out to the Board the resolution approving Nurse substitute services for the upcoming school year.
- Mrs. Gadaleta reviewed the results / suggestions of the State Report on the Unannounced Safety Drill.
- Mrs. Gadaleta shared the results of the 4th Grade NJASK Science testing. Of the 24 students, 22 obtained Advanced Proficient while 2 students obtained High Level Proficiency.
- The Board and Mrs. Gadaleta briefly discussed the Superintendent Resolutions #13 & #18.

VII. Superintendent's Resolutions

1. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2015-2016 school year.

NOTE: Attachment A

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

2. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2015-2016 school year, as amended.

NOTES: See Attachment B

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

3. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the submission to the NJDOE of the *Anti-Bullying Bill of Rights Act School Self-Assessment for Determining HIB Grades*.

NOTES: See Attachment C

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

4. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Michelle V. Gadaleta in the 2015-2016 school year.

NOTE: Attachment D

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
Ayes: 5 Nays: 0

5. **RESOLVED, (Tabled)** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the NCLB (No Child Left Behind) application for Fiscal Year 2016 to the County Office of Education and accepts the grant award in the amount of \$2,737.

Title I	\$17,808	refusal
Title IIA	2,737	
Title III	237	refusal
Total	\$20,782	

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
Ayes: 5 Nays: 0

6. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the IDEA application for Fiscal Year 2016, and accepts the grant award of the funds upon subsequent approval of the FY 2016 IDEA application in the following amounts:

Basic (ages 3-21)	\$46,231
Preschool (ages 3-5)	\$ 3,694
Total	\$49,925

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
Ayes: 5 Nays: 0

7. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the Essex Fells School District Mentoring Plan and Statement of Assurance for the 2015-2016 school year.

NOTES: Plan with Mrs. Gadaleta

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
Ayes: 5 Nays: 0

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

Essex Fells Recreation
September 1 - November 15, 2015, Fields
Monday-Friday, 3:00pm-Dusk; Saturdays & Sundays, 8:00am-4:00pm

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
Ayes: 5 Nays: 0

9. **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: Michelle V. Gadaleta
 Event: Stronge IRR Training
 Location: Glen Rock, NJ
 Date: 8/28/15
 Cost: \$149.00

Staff Members: Monica Craveiro, Candice Fitzgerald
 Event: Buehler Center Booster Workshop
 Location: Bergen Community College, Paramus, NJ
 Date: 10/14/15
 Cost: \$0

Staff Member: Steven Lella
 Event: NJASBO Meetings
 Location: Rockaway, NJ
 Dates: 9/10/15, 10/15/15, 11/17/15, 12/8/15, 1/12/16, 2/11/16, 3/15/16, 4/14/16
 Cost: \$400 (\$50 each)
 Mileage: \$91.84 (\$11.48 each)

Staff Member: Steven Lella
 Event: November 2015 Election Application Drop Off
 Location: Newark, NJ
 Date: 7/27/15
 Mileage & Tolls: \$7.63 & \$2.45

Moved by: Mrs. D'Alessandro
 Ayes: 5

Seconded by: Dr. Nitti
 Nays: 0

10. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the list of possible field trips for the 2015-2016 school year.

NOTE: See Attachment E

Moved by: Mrs. D'Alessandro
 Ayes: 5

Seconded by: Dr. Nitti
 Nays: 0

11. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2015-2016 school year, at \$80/day, pending the usual criminal history and background check:

Joann Barker	Nurse (\$109/day)
Jacquelyn Burke	Nurse (\$109/day)
Theresa Caffarra	Teacher
Paula Cox	Teacher
Jocelyn Eckstein-Friedman	Teacher
Lisa Evangelista	Teacher
Tracey Gardner	Teacher
Rob Giglio	Teacher
Jody James	Teacher
Susanne Keane Toes	Teacher

Karen Kopec	Teacher
Lori Kwiatkowski	Teacher
Lucille Lapone	Teacher
Frazer O'Neill	Teacher
Jacquelyn Sweigart	Teacher
Patricia Wahl	Teacher
Mariam Whelan	Teacher

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

12. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Liberty Healthcare Services, Inc., for Nursing Services for the 2015-2016 school year.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

13. **RESOLVED**, that the Board of Education appoints, as recommended by the Superintendent, Marco Pannullo for IT Services for the 2015-2016 school year, at an hourly rate of \$40.

NOTE: Requested proposal from Mr. Pannullo

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

14. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, Conor Queenan as a summer 2015 volunteer.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

15. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum List and Revision Dates for the 2015-2016 school year.

NOTE: Attachment F

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

16. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the Textbook List for the 2015-2016 school year.

NOTE: Attachment G

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

17. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the behavioral consultation for student #260256 for a total of 30 hours to be completed by August 31, 2015 by Ms. Nicole Aramando at a rate of \$50/hour.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nititi
Nays: 0

18. **RESOLVED**, that the Board of Education accepts and approves, as recommended by the Superintendent, the following retired technology:

Serial Number
2UA92907YS
2UA92907YX
2UA92907YO
2UA92907YN
2UA92907YC
2UA92907XR
2UA92907XP
2UA92907ZO
2UA92907Y3
2UA92907YH
2UA92907XT
2UA92907YZ
2UA92907MX
2UA92907Y6
2UA92907Y1
2UA92907YY
2UA92907YF
2UA92907Z1
2UA92907XY
2UA92907YJ
2UA92907YB
2UA92907XX
2UA92907XS
2UA92907XQ
2UA92907XZ
2UA92907YB
2UA0060B3G
2UA92907YV
2UA92907XK

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nititi
Nays: 0

VIII. Business Administrator's Report

- Mr. Lella updated the Board on the status of the Boiler Project. The flue was received and will be installed next week with contractor start up to follow.
- Mr. Lella informed the Board of the Extraordinary Aid Award in the amount of \$63,542.
- Mr. Lella informed the Board of the resolution for the application to the state for the nurse's office project, and that he was still awaiting 2 contractor quotes.
- Mr. Lella included pictures of the completed railing project.
- Mr. Lella included pictures of the stucco repair that was being done.

- Mr. Lella informed the Board of the updated start date of July 20th for the Business Office Assistant.
- Mr. Lella informed the Board that he had received a resident overnight parking request. HOI information is on file.

IX. Business Resolutions

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

Workshop/School Budget Hearing Minutes	5/6/15
Executive Session Minutes	5/6/15
Regular Meeting Minutes	5/20/15
Executive Session Minutes	5/20/15
Regular Meeting Minutes	6/17/15
Executive Session Minutes	6/17/15
Special Session Minutes	7/9/15

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
 Ayes: 5 Nays: 0

2. **RESOLVED**, that the Board of Education approves the bills and claims for June 30th 2015 in the total amount of \$20,980.29 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED that the Board of Education approves the bills and claims for July in the total amount of \$42,858.79 & \$102,639.20 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 \$331,095.18 including \$308,507.28 for the gross payroll, \$7,374.64 for the Board's share of FICA/Medicare and \$15,213.26 for the State's share of FICA/Medicare.

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for July as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$75,166.36 including \$69,879.71 for the gross payroll, \$3,923.98 for the Board's share of FICA/Medicare and \$1,365.68 for the State's share of FICA/Medicare.

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
 Ayes: 5 Nays: 0

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

Moved by: Mrs. D'Alessandro Seconded by: Dr. Nitti
 Ayes: 5 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 months of May & June; 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. D'Alessandro

Seconded by: Dr. Nitti

Ayes: 5

Nays: 0

4. **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2015 Extraordinary Aid funding to the 2015-16 school budget in the amount of \$63,542 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 2014-15 school budget and received an award of Extraordinary Aid in the amount of \$63,542; 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. D'Alessandro

Seconded by: Dr. Nitti

Ayes: 5

Nays: 0

5. **WHEREAS** the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts whose purchasing agents do not possess a qualified purchasing agent (QPA) certificate, from \$26,000 to \$29,000,

WHEREAS, the Essex Fells Board of Education would like to take advantage of the maximum statutory bid threshold amount of \$29,000 for school districts who do not have a qualified purchasing agent;

NOW, THEREFORE BE IT RESOLVED that the Essex Fells Board of Education, establishes and sets the bid threshold amount of \$29,000 for the board of education, and further authorizes Steven J. Lella to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

Moved by: Mrs. D'Alessandro

Seconded by: Dr. Nitti

Ayes: 5

Nays: 0

6. **RESOLVED** that the Board of Education approve the submission of all applicable

documents to the Department of Education Facilities for project #1400-050-16-1000, Nurse's Office Alterations.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

X. Old Business / Board Discussion

- Mrs. Gadaleta informed the Board that she had met with Lt. Theilacker regarding the Bike Rodeo. The Lt. informed Mrs. Gadaleta that this program has been the same for quite some time and he agreed and is open to changes in the current program. The Lt. agreed that the program is not promoting children to ride their bikes to school, only teaching them safety.
- Mrs. Gadaleta and the Board reviewed policy.

XI. New Business / Board Discussion

- None

XII. Meeting Open for Public Comment

- None

XIII. Resolution to Enter Executive Session

The Board resolved to enter into Executive Session at 9:22 P.M. to discuss personnel matters. The items discussed in Executive Session will be disclosed to the public when the need to maintain confidentiality no longer exists.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

XIV. Adjournment

At 9:27 P.M. the Board of Education came out of Executive Session and made a motion to adjourn. The regular meeting scheduled for Wednesday, August 19, 2015, has been canceled. The next Workshop Meeting will be held on Wednesday, September 2, 2015, in the Superintendent's Office. The next Regular Meeting will be held on Wednesday, September 16, 2015, in the Media Center.

Moved by: Mrs. D'Alessandro
Ayes: 5

Seconded by: Dr. Nitti
Nays: 0

ESSEX FELLS SCHOOL DISTRICT MISSION STATEMENT

The Essex Fells School is a very special public elementary school enrolling boys and girls in preschool through the sixth grades. Pupils enjoy small classes and a total school population of approximately two hundred and fifty.

The size of the school is a wonderful asset as it allows a strong sense of community and offers teachers and pupils many opportunities to form bonds of collegiality, identification and support. It also supports the concept that every adult in the school is responsible for every child.

The comparatively small faculty is also a benefit. The faculty as a whole are the decision making body on all questions of teaching and learning. Teachers find it easy to share experiences and act consistently across pupils' entire academic program. The combined efforts of the staff work to support a pupil centered approach to education.

Essex Fells teachers are encouraged to try new ideas, to work collaboratively with colleagues, and to participate fully in all aspects of schooling.

The mission of the school is etched in the mortar of the original schoolhouse with the words Studies Pass Into Character.

The primary goals of an Essex Fells education include:

1. Developing in all pupils the capacity to think critically and communicate effectively through a mastery of written and spoken English.
2. Motivating all pupils to recognize and develop their academic abilities in order to build character and to achieve their full potential.
3. Teaching children to value themselves, their peers and their teachers.
4. Establishing a respect for and a strong sense of responsibility to the physical, social, and aesthetic world around them.
5. Nurturing a love of country and a pride in our American heritage and citizenship.
6. Communicating a love of scholarship and continued interest in life-long learning.
7. Insuring all pupils will achieve the New Jersey Core Curriculum Content Standards at all levels.

To secure these common goals, the Essex Fells staff of professional educators recognizes that the collaborative engagement of the children in the learning process is the key to intellectual development. Dedicated teachers create classrooms that are alive with cooperative learning activities and child-centered problem solving routines. Children are encouraged to explore, to question, to make decisions, and to express opinions in a supportive learning environment. Teachers also model their own commitment to learning by continuing to earn advanced degrees. On-going professional development is acknowledged as the foundation for promoting outstanding pupil achievement.

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary