

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting on September 18, 2019, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 7:30 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 – 7:30 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, present
 Mrs. Bethany Buccino, – present
 Mrs. Shani Drogin – absent
 Mrs. Debra Tedesco – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; 2 Staff Members; and 1 reporter from the Progress.

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

- Mrs. Gadaleta explained the donations made by EFS to other districts. Mrs. Gadaleta noted that our new classroom printers would reduce inventory and cost of ink.
- Mrs. Gadaleta updated the Board in regards to the school opening. Mrs. Gadaleta had spoken at the PTA meeting this morning, and had also received positive feedback regarding Back to School Night. It was a very pleasant start to the school year.
- Mrs. Tedesco asked about the new technology, Mrs. Gadaleta explained the upgrades to the Board Members.
- Dr. LoCascio asked about the cost of the new furniture. Mr. Lella would provide the amount at the next meeting.

VII. Old Business / Board Discussion

- Mrs. Gadaleta explained to the Board that the rolling pick up had been slightly modified to move the line out of Caldwell. Mrs. Gadaleta noted that there had been less volunteers than last year which presents a challenge, however the EFPD is assisting with the process.
- Mrs. Gadaleta reported that she had had the first meeting with Mayor Davis regarding the discussion of a potential SRO or Class 3 Officer. Dr. LoCascio was also in attendance. It will be discussed and revisited.

- Mrs. Gadaleta displayed and explained the Go Bags, which had arrived.
- Mrs. Gadaleta informed the Board of the new student drop off station which had been setup outside of the main office.
- Mrs. Gadaleta noted Superintendent’s resolution #4 & #5. Mrs. Gadaleta wished Mrs. Kearns the best and welcomed Mrs. Howard

VIII. New Business / Board Discussion

- None

IX. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 10.

- RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Steven J. Lella for the 2019-2020 school year.

NOTE: Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

**Mrs. Tedesco Abstained

- 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): Mary Renz
 Event: School Health Conference
 Location: Somerset, NJ
 Date: 10/16/19
 Cost: \$195.00

Staff Member(s): Tracie Wiczorek
 Event: Conquer Mathematics
 Location: Pompton Plains, NJ
 Date: 11/20/19, 12/13/19, 1/9/20, 2/24/20
 Cost: \$670.80 Total (Per Day: Fees - \$160.00 + Mileage - \$7.70)

Staff Member(s): Kimberly Trafford
 Event: NJASL 2019 Fall Conference
 Location: East Brunswick, NJ
 Date: 12/9-10/19
 Cost: \$200.00

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

- RESOLVED** that the Board of Education accepts and approves, as recommended by

the Superintendent, the Use of Facilities Request for the following:

Cub Scouts Pack Meeting
Gymnasium
2/21/20; 5:00-8:00pm

Essex Fells Recreation Department
Gymnasium
11/11/19 – 3/20/20, 5:00-8:00pm and possibly Saturday Mornings

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Gema Kearns, Paraprofessional, on or before October 11, 2019.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Heather Howard, Paraprofessional, effective October 1, 2019 at a pro-rated salary of \$23,100 for 7 hours/day @ \$20/hour.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following bylaws/policies/regulations:

P 9210 School-Connected Organizations

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading of the following bylaws/policies/regulations:

P&R 1642 Earned Sick Leave Law (New)
P 3159 Teaching Staff Member/School District Reporting
 Responsibilities
P&R 3218 Use, Possession, or Distribution of Substances

P&R 4218	Use, Possession, or Distribution of Substances
P&R 6112	Reimbursement of Federal and Other Grant Expenditures
P&R 7440	School District Security
P&R 8600	Student Transportation
P 8630	Bus Driver/Bus Aide Responsibility
R 8630	Emergency School Bus Procedures
P 8670	Transportation of Special Needs Students
P 9210	Parent Organizations
P 9400	Media Relations

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, an additional 1.5 hours for Summer 2019 for Jackie Castellano, Technology Coordinator, at the contracted rate.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

9. **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*:

Abigail Lapone

Teacher

Peggy Anne Reinhardt*

Teacher

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the *Program Participation Agreement 2019* between the Johns Hopkins University Center for Talented Youth and Essex Fells School Board of Education for student #270352.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

IX. Business Administrator's Report

- Mr. Lella informed the Board of the NJSBA Conference October 21-24.
- Mr. Lella noted that he had prepared 2019-20 BA Merit Goals and thanked the Board.

- Mr. Lella informed the Board that the Mobile Heating unit had been delivered and installed. Mrs. Gadaleta noted we would be researching renting a temporary refrigerator unit.

XI. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-11.

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

Regular Meeting Minutes	6/12/19
Executive Session Minutes	6/12/19
Special Meeting Minutes	6/27/19
Special Meeting Minutes	7/18/19
Executive Session Minutes	7/18/19
Regular Meeting Minutes	8/14/19

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for September in the amount of **\$411,453.08**, as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for August as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$71,294.27 including \$66,277.63 for the gross payroll, \$3,319.76 for the Board’s share of FICA/Medicare and \$1,696.88 for the State’s share of FICA/Medicare.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

3. **WHEREAS**, the Board of Education has received the Revised/Final Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of June;

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: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

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

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education approves the establishment of a house account with ShopRite of West Caldwell/Parsippany, to be administered by the Business Administrator/Board Secretary.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

6. **WHEREAS**, the Essex Fells BOE is the owner of 2 Portable Cooling Units; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for these portable cooling units; and

WHEREAS, the Essex Fells BOE is desirous to donate these portable cooling units; and

WHEREAS the Essex Fells BOE has determined that the Fairfield BOE is in need of portable cooling units;

THEREFORE BE IT RESOLVED that the Essex Fells BOE approves the donation of the portable cooling units to the Fairfield BOE with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays:

7. **WHEREAS**, the Essex Fells BOE is the owner of 19 Smartboards and 1 Smart Response System; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for these Smartboards and Smart Response System; and

WHEREAS, the Essex Fells BOE is desirous to donate these Smartboards Smart Response System;

THEREFORE BE IT RESOLVED That the Essex Fells BOE approves the donation of the Smartboards & Smart Response System to school districts in need with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

8. **WHEREAS**, the Essex Fells BOE is the owner of 25 Brother Color Printers; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for these printers; and

WHEREAS, the Essex Fells BOE is desirous to donate these printers;

THEREFORE BE IT RESOLVED that the Essex Fells BOE approves the donation of the printers to school districts in need with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

9. **WHEREAS**, the Essex Fells BOE is the owner of 10 Lunch Tables; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for these lunch tables; and

WHEREAS, the Essex Fells BOE is desirous to donate these lunch tables; and

WHEREAS, the Essex Fells BOE has determined that the Holland Township & North Arlington BOEs are in need of lunch tables;

THEREFORE BE IT RESOLVED that the Essex Fells BOE approves the donation of the lunch tables to the Holland Township & North Arlington BOEs with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

10. **WHEREAS**, the Essex Fells BOE is the owner of 17 iPads II with Cases; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for these iPads; and

WHEREAS, the Essex Fells BOE is desirous to donate these iPads;

THEREFORE BE IT RESOLVED that the Essex Fells BOE approves the donation of the iPads to school districts in need with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

11. **WHEREAS**, the Essex Fells BOE is the owner of a DRA2 kit; and

WHEREAS, the Essex Fells BOE has determined that there is no educational need for the DRA2 kit; and

WHEREAS, the Essex Fells BOE is desirous to donate this DRA2 kit; and

WHEREAS, the Essex Fells BOE has determined that the Saint Catharine School, Spring Lake NJ is in need of a DRA2 kit;

THEREFORE BE IT RESOLVED that the Essex Fells BOE approves the donation of the DRA2 kit to the Saint Catharine School with no compensation to the Essex Fells BOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

XII. Meeting Open for Public Comment

- None

XIII. Resolution to Enter Executive Session

The Board convened in Executive Session at 8:03 P.M. to discuss legal matters. The items discussed in Executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

XIV. Adjournment

At 8:03 pm the Board of Education made a motion to adjourn. The next **Workshop Meeting** will be held on **Wednesday, October 2, 2019 at 7:30 P.M.** in the Superintendent's Office. The next **Regular Meeting** will be held on **Wednesday, October 16, 2019 at 7:30 P.M.** in the Media Center.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0