

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Public Meeting session on December 19, 2018, in the Superintendent’s office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Shani Drogin, at 8:45 A.M. Mrs. Drogin 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 December 11, 2018. 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 – 8:45 A.M.**

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

**II. Roll Call**

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

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; and 2 members of the public. A 3<sup>rd</sup> member of the public arrived at adjournment.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Public Comments on Agenda Only**

- None

**V. President’s Report**

- None

**VI. Superintendent’s Report**

- Mrs. Gadaleta noted HIB & Legal issues would be discussed in Executive Session.

**VII. Old Business/Board Discussion**

- None

**VIII. New Business/Board Discussion**

- None.

**IX. Superintendent’s Resolutions**

- None

**X. Business Administrator’s Report**

**RESOLVED** that the Board of Education approves Business Resolutions #01–04.

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

Regular Meeting Minutes	11/14/18
Executive Session Minutes	11/14/18

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for December in the total amount of **\$120,344.65** as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for November as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$341,021.99 including \$318,567.26 for the gross payroll, \$4,348.81 for the Board's share of FICA/Medicare and \$18,105.92 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 Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the months of October;

**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 November 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

**XII. Meeting Open for Public Comment**

- None

**XIII. Resolution to Enter Executive Session**

The Board convened in Executive Session at 8:47 A.M. to discuss legal matters and HIB.  
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 9:02 A.M. the Board of Education made a motion to adjourn. The next **Reorganizational Meeting** will be held on **Wednesday, January 2, 2019, 7:30 P.M.** in the Media Center .

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary