

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a regular session on June 14, 2017, in the Media Center of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Carol D'Alessandro at 7:33 PM. Mrs. D'Alessandro 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 4, 2017. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, the Star Ledger, and posted on the district website."

**I. Call to Order – 7:33 P.M.**

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

**II. Roll Call**

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

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; 1 member of the public; 2 EFS staff members; 1 member of the press.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Public Comment on Agenda Items**

- None

**V. President's Report**

- Mrs. D'Alessandro recognized Mrs. Ellowitch's retirement after 27 years of service at Essex Fells. Mrs. D'Alessandro gave thanks to Mrs. Ellowitch for all she has done while at Essex Fells, and stated that she will be missed.
- Mrs. Ellowitch thanked the Board of Education for her time at EFS.
- Mrs. D'Alessandro stated that an agreement was reached for a new contract for Mrs. Gadaleta due to the Superintendent salary cap adjustment. Mrs. D'Alessandro stated that the Board was very happy about being able to give Mrs. Gadaleta a new contract.

**VI. Superintendent's Report**

- Mrs. Gadaleta informed the Board that all curriculum revisions with the consortium had been completed. Mrs. Gadaleta noted that she was very pleased with the staff's hard work. The district will continue to utilize Nancy Schultz for math curriculum. Fine Arts, Music and PE were all modified along with the consortium. During the summer, the staff will be revising report cards to reflect the curriculum revisions.
- Mrs. Gadaleta informed the Board that the interview team had been meeting with candidates for the open positions. Mrs. Gadaleta noted that they had met with many high quality candidates for all the positions. Mrs. Gadaleta noted the probability of a special meeting in the summer for the appointments.
- Mrs. Gadaleta informed the Board of the results of Student Council Elections: President – Jack Mac Evoy; Vice President – Daniel D'Alessandro; Treasurer – Sarah Chodorcoff; Secretary – Delaney Piccoli. Mrs. Gadaleta noted that the children gave excellent speeches and the results were very close. All the candidates have been encouraged to remain active with the Student Council even if they were not elected to a position.

- Mrs. Gadaleta reported to the Board how pleasantly surprised she was with Camp Trout Lake. The facility was magnificent and clean and the staff was excellent. Mrs. Gadaleta is looking forward to future trips.
- Mrs. Gadaleta reported to the Board that the 6<sup>th</sup> Grade Move Up Day had to be rescheduled due to a bussing error. Move Up Day was rescheduled to the same day as the 6<sup>th</sup> grade kick ball game at North Caldwell. The Essex Fells School move up day was very successful.
- Mrs. Gadaleta informed the Board that the EFS 6<sup>th</sup> grade finished as the runner up in the 6<sup>th</sup> grade consortium kickball tournament. Mrs. Gadaleta noted how proud she was of the 6<sup>th</sup> grade, as the other districts have more teams than the 1 that EFS fields. Mrs. Gadaleta also noted that she had received many comments on how well behaved our children were.
- Mrs. Gadaleta reported to the Board how the EFS Olympics day was a wonderful day. Mrs. Gadaleta also noted that we had an unexpected fire drill as one of the sensors tripped in the pre school. Mrs. Gadaleta noted that everyone was very well prepared. We also discovered that our fire panel box did not report the proper codes to the EFPD. HAIG will address and correct the situation. Mrs. Gadaleta stated that in all everything worked out.
- Mrs. Gadaleta informed the Board that today was the dress rehearsal for the pre-school, kindergarten and 6<sup>th</sup> grade graduations. Mrs. Gadaleta noted that the teachers always do a wonderful job and that Friday's graduation will be another great day.

**VII. Superintendent's Resolutions**

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

**1. WHEREAS**, the Essex Fells Board of Education (hereinafter referred to as the "Board") and Michelle Gadaleta, entered into an Employment Agreement for the term commencing July 1, 2013 and expiring July 1, 2018 (hereinafter referred to as the "Present Employment Agreement"); and

**WHEREAS**, the Board and the Superintendent desire to rescind the Present Employment Agreement prior to its conclusion, and enter into a new Employment Agreement for a term commencing July 1, 2017 and expiring June 30, 2022 (hereinafter referred to as the "Succeeding Employment Agreement"); and

**WHEREAS**, this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board hereby rescinds the Present Employment Agreement; and

**BE IT FURTHER RESOLVED** that the Board hereby appoints Michelle Gadaleta as the Superintendent of Schools for the Essex Fells Public School District for the period beginning on July 1, 2017 and expiring on June 30, 2022 in accordance with the terms of the Succeeding Employment Agreement annexed hereto and incorporated herein by reference; and

**BE IT FURTHER RESOLVED** that the Board approves the attached Succeeding Employment Agreement with Michelle Gadaleta for the position of Superintendent of Schools for the foregoing period of appointment; and

**BE IT FURTHER RESOLVED** that the Board hereby authorizes the Board President and School Business Administrator to execute the Succeeding Employment Agreement

**NOTE:** Contract available

Moved by:	Dr. LoCascio	Seconded by:	Mrs. Drogin
Ayes:	4	Nays:	0
		Abstain:	1 (Mrs. Tedesco)

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 6471 for Professional Development:

Staff Member(s): Catherine Codella  
 Event: Understanding Mental Disorders Training  
 Location: Crowne Plaza Hotel, Fairfield, NJ  
 Date: 7/18/17  
 Cost: \$84.00

Staff Member(s): Catherine Codella  
 Event: CBT (Cognitive Behavioral Therapy) Certificate Course  
 Location: Sheraton Hotel, Parsippany, NJ  
 Date: 7/24-26/17  
 Cost: \$599.99

Staff Member(s): Jaclyn Franzi  
 Event: Wilson Reading System Introductory Workshop  
 Location: Saddle Brook, NJ  
 Date: 8/14-16/17  
 Cost: \$589.00

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 5    Nays: 0

3. **RESOLVED** that the Board of Education accept the recommendation of the Superintendent and approve the payment for perfect attendance in the 2016-2017 school year, as stipulated in the collective bargaining agreement with the EFTA, and to support personnel in accordance with district policy, as follows:

<u>Staff Member</u>	<u>Amount</u>	<u>Days Used</u>
Gail Ellowitch	\$250.00	0
Santiago Galindo	\$150.00	1
Molly Livio	\$150.00	1
Catherine McNish (.6)	\$187.50	0
Adi Sulisty	\$250.00	0
Lucy Sulisty	\$250.00	0
Kimberly Trafford (.6)	\$112.50	1

**NOTES:** Pending completion of school year

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 5    Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Use of Facilities (retroactive) request for the 2016-2017 school year:

Boy Scouts Recruitment Meetings  
 6/5/17 & 6/12/17, 3:00-4:15pm, Media Center & Gymnasium

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin  
 Ayes: 5    Nays: 0

**Business Administrator’s Report**

- Mr. Lella provided the Board a list of contracts awarded per Chapter 47.
- Mr. Lella provided the Board with an update on the Multipurpose Room AC installation. Work will begin next week.
- Mrs. Gadaleta’s Superintendent Merit Goal Compensation County Approval was received and will be processed with the June 30<sup>th</sup> payroll.
- Mr. Lella updated the Board as to the other summer buildings and grounds projects that he is working to schedule, which will most likely be in August after recreation and ESY are completed.
- Mrs. Gadaleta and Mr. Lella explained how the 2016-17 staff tuition reimbursement requests had exceeded the budgeted amount. Per prior years, Mr. Lella will pro-rate the payments to the staff.
- Mr. Lella noted that the non-union contract templates had been updated.

**VIII. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01 – 03.

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

Workshop/Budget Meeting Minutes	5/3/17
Executive Session Minutes	5/3/17
Regular Meeting Minutes	5/17/17
Executive Session Minutes	5/17/17

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin

Ayes: 5    Nays: 0

2. **RESOLVED** that the Board of Education approves the bills and claims for June in the total amount of \$41,674.17 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for May as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$305,417.71 including \$284,547.95 for the gross payroll, \$4,385.88 for the Board’s share of FICA/Medicare and \$16,676.08 for the State’s share of FICA/Medicare.

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin

Ayes: 5    Nays: 0

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

Moved by: Dr. LoCascio                      Seconded by: Mrs. Drogin

Ayes: 5    Nays: 0

**IX. Old Business / Board Discussion**

- None

**X. New Business / Board Discussion**

- Mrs. Gadaleta presented the Board with a new field trip proposal that had been brought to her attention.
- Mrs. Gadaleta informed the Board of a use of facilities request from the Garden Club for the 2017-18 school year. The Board was ok with the program and just would like to confirm that the program is age appropriate.
- Mrs. Gadaleta informed the Board that late this afternoon an individual was seen on our fields taking pictures. It was an attorney for an individual who fell down the hill during a recreation game. Mr. Lella put the district's attorney and insurance carrier on notice.

**XI. Meeting Open for Public Comment**

- None

**XII. Resolution to Enter Executive Session**

**BE IT RESOLVED** that the Board shall enter into executive session immediately following this meeting to discuss the Superintendent's contract and board member negotiation. 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. Drogin
Ayes:	5	Nays:	0

**XIII. Adjournment**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. The next **Regular Meeting** will be held on **August 16, 2017** at 7:30 P.M., in the Media Center of the Essex Fells School.

Moved by:	Dr. LoCascio	Seconded by:	Mrs. Drogin
Ayes:	4	Nays:	0

**Enrollment Count: 2016-2017**

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	13	5	8
Mrs. Quinn/Ms. Burger	PS/PM	12	6	6
Mrs. Gann	KG	12	7	5
Ms. Livio/Ms. Almeida	KL/A	13	7	6
Mrs. Brutman/Mrs. Hromoko	1B/H	18	8	10
Ms. Mitchell	1M	18	8	10
Ms. Adair	2A	17	10	7
Mrs. Massaro/Mrs. Fitzgerald	2M/F	19	10	9
Mrs. Barshay	3B	14	9	5
Ms. Liebler/Mrs. MacKenzie	3L/M	16	10	6
Mrs. Banek	4B	10	4	6
Mrs. Hacker/Ms. Franzi	4H/F	11	3	8
Ms. Cervino/Ms. Brower	5C/B	12	5	7
Ms. Craveiro	5C	11	6	5
Mrs. Buonomo	6B	12	3	9
Ms. Dalton/Ms. Gomez	6D/G	14	4	10
<b>TOTAL</b>		<b>222</b>	<b>105</b>	<b>117</b>
Out-of-District		2*		
<b>FINAL TOTALS</b>		<b>224</b>		

\*Total includes 2 out-of-district students.

**Fire Drills: 2016-2017**

Month	Fire Drill	Emergency Drill
September	9-16-16	Lockdown 9-19-16
October	10-17-16	Lockdown 10-27-16
November	11-16-16	Lockdown 11-29-16
December	12-20-16	Lockdown 12-15-16
January	1-13-17	Lockdown 1-27-17
February	2-15-17	Lockdown 2-28-17
March	3-9-17	Lockdown 3-31-17
April	4-24-17	Lockdown 4-26-17
May	5-11-17	Lockdown 5-11-17 with fire drill
June	6-9-17	Shelter in Place 6-12-17

**HIB / V&V Report**

As of Date of BOE Meeting	9-21-16	10-19-16	11-16-16	12-14-16	1-18-17	2-15-17	3-15-17	4-20-17	5-17-17	6-14-17
TOTAL # of Reported Incidents	1	0	0	1	0	0	0	0	0	0
Number of Unfounded Incidents	1	0	0	0	0	0	0	0	0	0
Number of Founded Incidents	0	0	0	1	0	0	0	0	0	0
Violence & Vandalism Incidents	0	1	0	0	0	0	0	0	0	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

