

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a regular session on June 20, 2018, in the Media Center of the Essex Fells School. The meeting was called to order by the Board Vice President, Mrs. Kris Huegel at 7:32 PM. 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 3, 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 – 7:32 P.M.

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

II. Roll Call

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

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

III. Flag Salute

- The Board Vice- President led the salute to the flag.

IV. Public Comment on Agenda Items

- None

V. President's Report

- None

VI. Superintendent's Report

- Mrs. Gadaleta informed the Board of a weekend incident that occurred on school grounds with non-Essex Fells students. The situation has been addressed.
- Mrs. Gadaleta explained how Mr. Trogani is working on the music curriculum revisions to include the lower grades for band and orchestra.
- Mrs. Gadaleta noted 3 resolutions for new hires. She will continue to interview for 2 paraprofessionals.
- Mrs. Gadaleta reported that the Student Council election had been a huge success, as all the students gave very impressive speeches. Mrs. Gadaleta noted that real election machines were used for the voting.
- Mrs. Gadaleta noted that Move Up Day had taken place.
- Mrs. Gadaleta informed the Board that the Olympics had been very successful and new ideas have come up for 2018-19 regarding the character education initiative.
- Mrs. Gadaleta stated that the Pre K and Kindergarten graduations had been completed as well as the dress rehearsal for the 6th grade graduation.
- Mrs. Gadaleta informed the Board of the new EFS employment application adhering to the new law passed regarding new hires (Pass the Trash).

VII. Old Business / Board Discussion

- Mrs. Gadaleta noted the resolution to approve BOE goals for 2018-19, as well as the resolution for Superintendent/District goals.
- Mrs. Gadaleta reiterated the Superintendent and Business Administrator Merit goals for 2018-19.

VII. New Business / Board Discussion

- The Board discussed the use of facilities for enrichment and the soccer club. It will be discussed further during the public session.
- Mrs. Gadaleta noted that the EFTA contract had been ratified. Mrs. Gadaleta noted how hard everyone worked to reach an agreement.
- Mrs. Gadaleta discussed how a tree had fallen around 1 am this morning and the affect it had on the rolling pick up and drop off. Mrs. Gadaleta noted that the town and PSE&G had done a fantastic job addressing the area and not impacting the final day of school.

IX. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01 – 27.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2018-2019 school year.

NOTE: Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2018-2019 school year.

NOTE: Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Michelle V. Gadaleta in the 2018-2019 school year.

NOTE: Attached

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the contract with Steven J. Lella for the 2018-2019 school year.

NOTE: County approval letter attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting.

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Steven J. Lella for the 2018-2019 school year.

NOTE: Attached

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting.

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative salaries for the 2018-2019 school year:

Michelle Gadaleta	Supt/Principal	\$158,967
Steven J. Lella	Business Administrator	\$104,265

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting.

7. **WHEREAS**, the Essex Fells Board of Education (hereinafter referred to as the "Board") and the Essex Fells Teachers' Association (hereinafter referred to as "the Association") have negotiated a successor Collective Negotiations Agreement (hereinafter referred to as the "CNA") for the 2018-2019, 2019-2020 and 2020-2021 school years; and

WHEREAS, the Association has, by a majority vote of its membership, ratified the CNA.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves of the terms of the CNA for the 2018-2019, 2019-2020 and 2020-2021 school years, which is attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the Association.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting

8. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following teaching staff for the 2018-2019 school year:

Name	FTE	Guide	Step	18-19 Salary	Position	6/19/18 EF YOS
Michelle Barshay	1.00	BA +30	10	\$69,175	BSI	11.8
Laura Brutman	1.00	MA	10	\$69,999	1 st	12.8
Marisa Burger	1.00	MA + 15	4	\$63,320	2 nd	3.8
Nicole Cervino	1.00	MA	4	\$62,129	5 th /4 th	4.8
Sara Christopher	1.00	MA + 15	4	\$63,320	6 th	6.8
Monica Craveiro	1.00	MA	5	\$63,046	5 th	7.8
Debbie Emma	1.00	BA	16	\$81,547	BSI	11.8
Laurie Fischer	.60	MA	6	\$38,377	Speech	0.8
Candice Fitzgerald	1.00	BA	4	\$56,888	2 nd	5.8
Jaclyn Franzi	1.00	BA	2	\$55,540	4 th – Inclusion	1.8
Lauren Geleailen	1.00	BA	3	\$56,040	4 th – Inclusion	0.8
Susan Hacker	1.00	MA	10	\$69,999	4 th	12.8
Kristen Kowalski	1.00	BA + 30	2	\$59,827	3 rd	0.8
Michelle Liebler	1.00	BA	2	\$55,540	5 th – Inclusion	1.8
Molly Livio	1.00	BA	4	\$56,888	K	1.8
Katie MacKenzie	1.00	MA +15	5	\$64,237	2 nd – Inclusion	7.8
Catherine McNish	1.00	BA + 30	5	\$62,092	Art/STEAM	5.8
Ashley Messer	1.00	BA + 30	5	\$62,092	Nurse	0.8
Patricia Pakonis	.40	BA	2	\$22,216	Spanish	0.8
Laura Quinn	1.00	BA	5	\$57,805	Pre K	3.8
Rosalie Takkel	1.00	BA +30	8	\$65,427	K – Inclusion	10.8
Kimberly Trafford	.60	MA + 15	4	\$37,992	Media Center	4.71
John Trogani	1.00	BA	10	\$64,887	Music	12.8
Katie Vetere	1.00	MA	6	\$63,962	3 rd – Inclusion	0.8
John Viggiano	1.00	MA	8	\$66,379	Phys Ed	10.62
Jeanine Whitman	1.00	MA +30	13	\$81,258	LDTC – CST	10.8
Dorotea Banek	1.00	MA +30	18	\$95,591	4 th /6 th	20.46
		Longevity		\$1,300		
		Total		\$96,891		
Nina Buonomo	1.00	MA +15	14	\$81,977	6 th /5 th	16.8
		Longevity		\$1,000		
		Total		\$82,977		
Jackie Castellano	1.00	MA +30	18	\$95,591	Technology	28.78
		Longevity		\$1,300		
		Total		\$96,891		
Catherine Codella	.6	MA	12	\$45,034	Art Therapist	14.8
		Longevity		\$500		
		Total		\$45,534		
Kristin Gann	1.00	BA	18	\$86,072	K	15.79
		Longevity		\$1,000		
		Total		\$87,072		

Deana Hromoko	1.00	MA +30 Longevity Total	13 \$1,000 \$82,258	\$81,258	1 st – Inclusion	18.07
Lisa Massaro	1.00	MA +15 Longevity Total	18 \$1,300 \$94,591	\$93,291	3rd	19.8
Kelly Mitchell	1.00	MA +15 Longevity Total	11 \$1,000 \$74,481	\$73,381	1 st	13.8
Judi Reynolds	1.00	MA +30 Longevity Total	16 \$1,300 \$91,423	\$90,123	BSI	18.8

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

*Mrs. Tedesco abstained from voting

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following paraprofessional staff members for the 2018-2019 school year, 184 days:

Susan FitzGibbon	7 hr/day @ \$20/hr	\$25,760
Patricia Pakonis (.6)	7 hr/day @ \$20/hr	\$15,456
TBD	7 hr/day @ \$20/hr	\$25,760
TBD	7 hr/day @ \$20/hr	\$25,760

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 following custodial salaries for the 2018-2019 school year:

Santiago Galindo	\$42,336
Adi Sulistyio	\$77,634
Lucy Sulistyio	\$43,160

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

11. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following administrative assistant support staff salary for the 2018-2019 school year:

Beth Leggett	\$58,803
Lisa Evangelista	\$50,000

Moved by: Dr. LoCascio	Seconded by: Mrs. Tedesco
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Ayes: 3	Nays: 0
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*Mrs, Tedesco abstained from voting

12. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following IT Technician salary for the 2018-2019 school year:

Marco Pannullo	\$50,380
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Moved by: Dr. LoCascio	Seconded by: Mrs. Tedesco
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Ayes: 4	Nays: 0
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13. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2018-2019 school year at the contractual rate:

Judi Reynolds	Lead Teacher - \$5,000
Jackie Castellano	Technology Coordinator - \$5,000
Jeanine Whitman	Child Study Team Coordinator - \$5,000
Deana Hromoko	Student Council - \$500 per
Laura Quinn	Student Council - \$500 per
Dorotea Banek	Camp - \$800
Nina Buonomo	Camp - \$800
Sara Christopher	Camp - \$800
Ashley Messer	Camp - \$800
John Trogani	Camp - \$800
John Viggiano	Camp - \$800
EFPD Officer	Camp - \$800
TBD	Camp - \$800
Nina Buonomo	Sixth Grade Sleepover - \$250
Sara Christopher	Sixth Grade Sleepover - \$250
Catherine Codella	Sixth Grade Sleepover - \$250
Katie McNish	Sixth Grade Sleepover - \$250 Alternate
Ashley Messer	Sixth Grade Sleepover - \$250
John Trogani	Sixth Grade Sleepover - \$250
John Viggiano	Sixth Grade Sleepover - \$250
TBD	Sixth Grade Sleepover - \$250

John Trogani	Lunch \$40 per session
John Viggiano	Lunch \$40 per session
Alternates: All Staff	Lunch Duty - \$40 per session

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

14. **RESOLVED** that the Board of Education accept the recommendation of the Superintendent and approve the payment for perfect attendance in the 2017-2018 school year, as stipulated in the collective bargaining agreement with the EFTA, and to support personnel in accordance with district policy, as follows, pending completion of school year:

Staff Member	Amount	Days Used
Santiago Galindo	\$250.00	0
Lauren Geleailen	\$150.00	.5
Kristen Kowalski	\$250.00	0
Catherine McNish (.8)	\$150.00	1
Patricia Pakonis (.4)	\$125.00	0
Adi Sulistyoy	\$250.00	0
Lucy Sulistyoy	\$250.00	0
Kimberly Trafford (.6)	\$187.50	0

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

15. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Rebecca Santin, Art Therapist/Counselor, MA (.4), Step 1, at a prorated salary of \$24,112 for the 2018-2019 school year, pending the usual criminal history/background check.

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

16. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Allison Myers, Sixth Grade Inclusion Teacher, MA, Step 1, at a salary of \$60,281 for the 2018-2019 school year, pending the usual criminal history/background check.

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

17. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Rory Duarte, Preschool Inclusion Teacher, BA, Step 1, at a salary of \$55,040 for the 2018-2019 school year, pending the usual criminal history/background check.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

18. **RESOLVED** that the Board of Education accepts the recommendation of the Superintendent and approves the employment of the following substitute in the custodial department for the 2018 summer and 2018-2019 school year, pending the usual criminal history/background check.

Isaac Villanueva \$15.00/hr

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

19. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Professional Services Agreements for Related Services for students in accordance with their IEP's for the Extended School Year (Summer 2018) Program as follows:

PT: Richard J. Trener

Estimated 3 hours total at \$85/hour for:

- Treatment

Total summer cost not to exceed:

\$255.00

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

20. **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): Dorotea Banek, Jaclyn Franz, Lauren Geleailen, Susan Hacker

Event: The Mindful Classroom Online Course

Location: Essex Fells School

Date: 6/13/18

Cost: \$95.94 per person

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

P&R 5561 Use of Physical Restraint and Seclusion Techniques for Students
with Disabilities

P 8462 Reporting Potentially Missing or Abused Children

Moved by: Dr LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

26. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, an estimated 91.5 (81 direct, 10.5 indirect) additional hours for BCBA services by Meg Lipper, for the months of April through June 2018.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

27. **RESOLVED** that the Board of Education enters into an agreement for software services for the 2018-2019 school year with Frontline in the amount of \$7,344.96 used for the creation and modification of individualized education programs for students with special needs.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

X. Business Administrator's Report

- Mr. Lella provided an update to the Board regarding the summer project bid.

XI. Business Resolutions

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

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

Workshop Minutes 5/2/18

Executive Session Minutes 5/2/18

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

- II. **RESOLVED** that the Board of Education approves bills and claims for June in the total amount of \$36,685.08 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 \$315,472.04 including \$294,165.96 for the gross payroll, \$4,150.28 for the Board's share of FICA/Medicare and \$17,155.80 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 month of April;

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 May 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

5. **WHEREAS** in accordance with the requirements of Section 6A;26-3 of the New Jersey Administrative Code, the Board authorizes the necessary amendments to its Long Range Facilities Plan in order to reflect the following projects:

- Additional Security Cameras in Building 1 & 2
- Security Vestibule in Building 1
- ADA lift in Building 2
- Exterior Painting / Stucco Repair
- New Playground Equipment & Surface
- Swing Gates for Driveways

Enrollment Count: 2017-2018

Teacher	Section	Total	M	F
Mrs. Quinn/Ms. Burger	PS/AM	14	7	7
Mrs. Quinn/Ms. Burger	PS/PM	11	9	2
Mrs. Gann/Mrs. Takkel	KG/T	15	7	8
Ms. Livio	KL	16	8	8
Mrs. Brutman	1B	13	6	7
Ms. Mitchell/Mrs. Hromoko	1M/H	13	7	6
Mrs. Fitzgerald/Mrs. MacKenzie	2F/M	19	9	10
Mrs. Massaro	2M	19	8	11
Ms. Liebler	3L	18	10	8
Mrs. Vetere/Ms. Geleailen	3V/G	18	10	8
Mrs. Banek/Ms. Franzi	4B/F	15	10	5
Mrs. Hacker	4H	15	10	5
Ms. Cervino	5C	10	3	7
Ms. Craveiro/Ms. Kowalski	5C/K	11	3	8
Mrs. Buonomo/Ms. Gomez	6B/G	11	5	6
Mrs. Christopher	6C	11	6	5
TOTAL		229	118	111
Out-of-District		3*		
FINAL TOTALS		232		

*Total includes 3 out-of-district students

Fire Drills: 2017-2018

Month	Fire Drill	Emergency Drill
September	9/4/17	Lockdown 9/19/17
October	10/17/17	Shelter in Place 10/25/17
November	11/7/17	Lockdown 11/27/17
December	12/19/17	Shelter in Place 12/22/17
January	1/19/18	Lockdown 1/29/18
February	2/23/18	Evacuation to Bleachers 2/27/18
March	3/23/18	Lockdown 3/30/18
April	4/17/18	Evacuation Drill 4/24/18
May	5/24/18	Stranger Drill 5/15/18
June	6/14/18	Lockdown 6/19/18

HIB / V&V Report

As of Date of BOE Meeting	10/18/17	11/15/17	1/17/18	2/21/18	3/26/18	4/18/18	5/16/18	5/30/18	6/20/18
TOTAL # of Reported Incidents	2	0	1	0	1	0	0	0	0
Number of Unfounded Incidents	2	0	1	0	0	0	0	0	0
Number of Founded Incidents	0	0	0	0	1	0	0	0	0
Violence & Vandalism Incidents	0	0	0	0	2	0	1	1	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 Student Learning 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. Steve J. Lella
Business Administrator/Board Secretary