

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Special Meeting on July 18, 2019, in the Superintendent's Office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 1:04 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 July 16, 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 – 1:04 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; and 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 Only

- None

V. President's Report

- None

VI. Superintendent's Report

- Mrs. Gadaleta reported that ESY has been going very well.
- Mrs. Gadaleta informed the Board that class lists had gone well and that Mrs. Castellano had been answering some requests on how to access. Overall the process has gone smooth with no new students received.
- Mrs. Gadaleta informed the Board that she had been selected to appear for Jury Duty on September 5th, the first day of school. She has requested the date to be rescheduled.

VII. Old Business / Board Discussion

- None

VIII. New Business / Board Discussion

- The Board reviewed Policy 9210 – School Connected Organizations, and how the PTA & Foundation work with the BOE.
- Dr. LoCascio stepped out at 1:21 pm and returned at 1:22 pm.
- Mrs. Gadaleta reported to the Board that the PTA was having issues with obtaining volunteers for rolling pick up. Mrs. Gadaleta will reach out to the EFPD for possible assistance.

- Mrs. Gadaleta informed the Board that after discussion with Tiny Treasurers, they will monitor the Before and Aftercare behavior in September.
- Mrs. Gadaleta noted that a family (2 children) moved to North Caldwell, a pre-school refund will be issued.

IX. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 17.

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Michelle V. Gadaleta in the 2019-2020 school year, for submission to the County Office of Education.

NOTE: Merit Goals Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

****Mrs. Tedesco Abstained**

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): Steve Lella
 Event: SSS – Comprehensive Active Shooter Management
 Location: Passaic County Public Safety Academy, Wayne, NJ
 Date: 7/16/19
 Cost: \$0

Staff Member(s): Sara Christopher
 Event: Conquer Mathematics
 Location: Pompton Plains, NJ
 Date: 9/20/19, 11/1/19, 1/17/20, 3/13/20
 Cost: \$668.76 Total (\$160 per session = \$640; \$7.19 per day mileage = \$28.76)

Staff Member(s): Katie McNish
 Event: ARTify 2019 – AENJ Annual Convergence
 Location: Ocean Place Resort, Long Branch, NJ
 Date: 10/6&7/19
 Cost: \$245.04 Total (\$205.00 fees; \$40.04 mileage)

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 2019-2020 School Improvement Panel (ScIP)/District Evaluation Advisory Committee:

| | |
|-------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Michelle Barshay | Teacher Representative |
| Sara Christopher | Teacher Representative |

| | |
|-----------------|------------------------|
| Katie MacKenzie | Teacher Representative |
| Kelly Mitchell | Teacher Representative |
| Julie Piccoli | Parent Representative |
| Kris Huegel | BOE Representative |

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 2019-2020 School Safety/Climate & Culture Team members:

| | |
|--------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Rebecca Santin | HIB Representative |
| Lauren Brzostowski | Teacher Representative |
| Marisa Burger | Teacher Representative |
| Rory Duarte | Teacher Representative |
| Debbie Emma | Teacher Representative |
| Sue Hacker | Teacher Representative |
| Michelle Truchel | Teacher Representative |
| Judi Reynolds | Teacher Representative |
| Tracie Wiczorek | Teacher Representative |
| Julie Piccoli | PTA Representative |
| Laura D'Avella | EFFEE Representative |

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 2019-2020 District Testing Committee:

| | |
|-------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Jackie Castellano | Teacher Representative |
| Marco Pannullo | IT Technician |
| Judi Reynolds | Teacher Representative |
| Jeanine Whitman | Teacher Representative |

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 2019-2020 Sunshine Committee:

| | |
|-------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Jackie Castellano | Teacher Representative |

| | |
|-------------------|------------------------|
| Catherine Codella | Teacher Representative |
| Jaclyn Franzi | Teacher Representative |
| Kristen Kowalski | Teacher Representative |
| Molly Livio | Teacher Representative |
| Lisa Massaro | Teacher Representative |
| Katie McNish | Teacher Representative |
| Laura Quinn | Teacher Representative |
| Kimberly Trafford | Teacher Representative |
| Katie Vetere | Teacher Representative |

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 2019-2020 Report Card Revision/Portal Committee:

| | |
|--------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Dorotea Banek | Teacher Representative |
| Sara Christopher | Teacher Representative |
| Monica Craveiro | Teacher Representative |
| Candice Fitzgerald | Teacher Representative |
| Lisa Massaro | Teacher Representative |
| Kelly Mitchell | Teacher Representative |
| Laura Quinn | Teacher Representative |
| Rosalie Takkel | Teacher Representative |
| John Viggiano | Teacher Representative |

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, the 2019-2020 Professional Development Committee:

| | |
|-------------------|--------------------------|
| Michelle Gadaleta | Superintendent/Principal |
| Michelle Barshay | Teacher Representative |
| Catherine Codella | Teacher Representative |
| Debbie Emma | Teacher Representative |
| Laurie Fischer | Teacher Representative |

| | |
|--------------------|------------------------|
| Candice Fitzgerald | Teacher Representative |
| Katie McNish | Teacher Representative |
| Patricia Pakonis | Teacher Representative |

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 Use of Facilities Request(s) for the following:

Tiny Treasures Extended School Day, Inc.
Media Center – 7:00-8:30am and 3:00-6:00pm
September 1, 2019 – June 30, 2020

PTA/6th Grade Committee – 6th Grade Class Meeting
Technology Room – 6:30pm-7:30pm
September 4, 2019

Sixth Grade Team Building Sleepover – EFS Campus
9/6/19 at 5:00pm – 9/7/19 at 8:00am

EFFEE Fall Enrichment
September – December 2019

Tuesday – Thursday, 3:05-4:30pm

NOTE: Schedule Attached

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 substitutes for the 2019-2020 school year, at \$90/day, pending the usual criminal history and background check for new hires*:

- | | |
|---------------------|---------|
| Farrah Carnahan | Teacher |
| Carli Castellano | Teacher |
| Eliza Chamesian | Teacher |
| Elizabeth DeStefano | Teacher |
| Richard DeVivo | Teacher |
| Leslie Dreps | Teacher |
| Joan Ganton | Teacher |
| Heather Howard | Teacher |
| Lori Kwiatkowski | Teacher |
| Lucille Lapone | Teacher |
| Michele Missonellie | Teacher |
| Frazer O’Neill | Teacher |
| Grace Pavlovec * | Teacher |
| Evelyn Peter | Teacher |
| Jackie Savarese | Teacher |
| Melissa Sweeney | Teacher |
| Patricia Wahl | Teacher |
| Mariam Whelan | Teacher |

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 Professional Services Agreements for Related Services for students in accordance with their IEP’s for the Extended School Year (Summer 2019) Program as follows:

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 submission of the IDEA application for Fiscal Year 2020, and accepts the grant award of the funds upon subsequent approval of the FY 2020 IDEA application in the following amounts:

| | |
|----------------------|----------|
| Basic (ages 3-21) | \$50,762 |
| Preschool (ages 3-5) | \$ 3,856 |
| Total | \$54,618 |

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

IX. Business Administrator's Report

- Special Note: Due to Dr. LoCascio having to leave early the BOE will vote on Business Resolutions prior to the BA Report, then continue on to BA Report Discussion.
- Mr. Lella reported to the Board that the Foundation (EFFEE) had reimbursed the BOE for the full amount of the damage to the lift during the lighting project. Mr. Lella thanked Mrs. D'Avella for her assistance.
- Mrs. Gadaleta and Mrs. Tedesco met with Mayor Davis to discuss EFS Field Maintenance and what can be used to treat the fields as well as a DPW schedule.
- Dr. LoCascio left the meeting at 1:45 pm
- Mr. Lella updated the Board on the status of the summer projects. Demolition was complete and construction would begin shortly. Mr. Lella noted his concern for the possible delay in appliance delivery for the kitchenette due to extended lead times.

XI. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-06.

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

| | |
|---------------------------|---------|
| Regular Meeting Minutes | 4/3/19 |
| Executive Session Minutes | 4/3/19 |
| Regular Meeting Minutes | 4/17/19 |
| Executive Session Minutes | 4/17/19 |

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

2. **RESOLVED** that the Board of Education approves a revised bills and claims for May in the amount of \$21,362.62 (formerly \$16,251.43), additional bills and claims for June in the total amounts of \$51,843.79 & \$114,828.73 and July in the amount of \$70,707.91 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 \$400,086.58 including \$372,583.47 for the gross payroll, \$8,494.39 for the Board's share of FICA/Medicare and \$19,008.72 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 May;

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 June 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, the Essex Fells Board of Education (hereinafter referred to as the "Board") and Michelle V. Gadaleta are parties to an Employment Agreement for the period beginning July 1, 2017 and ending June 30, 2022 (hereinafter referred to as the "Employment Agreement"); and

WHEREAS, the parties have agreed upon modifications to the terms of the Employment Agreement, which are set forth in an Addendum to the Employment Agreement between Michelle V. Gadaleta, Superintendent of Schools and the Essex Fells Board of Education (hereinafter referred to as the "Addendum"); and

WHEREAS, the Addendum has been submitted to and approved by the Interim Executive County Superintendent, in accordance with N.J.S.A. 6A:23A-3.1.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the Addendum, which is attached to this Resolution and made a part hereof

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Board Secretary/Business Administrator to execute the Addendum and any other documents necessary to effectuate same.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

****Mrs. Tedesco Abstained**

6. RESOLVED that the Board of Education accepts and approves the tuition reimbursement for Michelle V. Gadaleta in the amount of \$2,731.50.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

****Mrs. Tedesco Abstained**

XII. Meeting Open for Public Comment

- None

XIII. Resolution to Enter Executive Session

The Board convened in Executive Session at 1:50 P.M. to discuss Legal Issues and Safety & Security. The items discussed in Executive Session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

Moved by: Mrs. Tedesco

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

XIV. Adjournment

The special meeting of the Board of Education was adjourned at 1:50 pm. The next **Regular Meeting** will be held on **Wednesday, August 14, 2019 at 7:30 P.M.** in the Media Center.

Moved by: Mrs. Tedesco

Seconded by: Mrs. Buccino

Ayes: 3

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary