

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop meeting on December 18, 2013, in the Media Center of the Essex Fells School. The meeting was called to order by Board President Dr. Steven LoCascio at 7:30 P.M. Dr. LoCascio 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 November 21, 2013. 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.

II. Roll Call

Mrs. Alison Cirenza, Vice-President – present
Mrs. Carol D'Alessandro – present
Mr. Peter Hutchinson – present
Dr. Steven LoCascio, President – present
Dr. Michele Nitti – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; two members of the public; the auditor; and one staff member.

III. Flag Salute

The President led the flag salute.

IV. Public Comment

- Dr. Nitti and the Board took a moment to recognize and thank Mrs. Oftedal for her years of service at Essex Fells.
- Mrs. Oftedal thanked the Board for their support and stated how much she enjoyed her time being a part of the Essex Fells School District.

V. Finance

- Mr. Andrew Pasquale of the accounting firm of Samuel Klein & Company presented their Audit findings to the Board, giving the Essex Fells School District a clean audit opinion with no recommendations. Mr. Pasquale left after his presentation.
- Mr. Lella informed the Board that the districts ASSA report had been submitted.

VI. Buildings & Grounds

- Mr. Lella updated the Board as to the status of the PSE&G Direct Install program. We are currently waiting for PSE&G to schedule.
- Mr. Lella informed the Board that the chimney was being inspected for the upcoming Boiler Room #1 replacement project. The inspection will confirm the inside shape & dimension as well as the condition of the existing masonry.
- Mrs. Cirenza asked if the current boilers had a notification device to notify the district if the temperature dropped below a certain point. Mr. Lella was going to research further, but he did not believe the boilers were equipped with such a device.

VII. Curriculum & Instruction

- Mrs. Gadaleta informed the Board that Linda Costello would be retiring effective June 30th, 2014. The 2014-15 Budget will account for Mrs. Costello as a Language Arts Consultant due to her experience with such areas as Wilson & Foundations. Mrs. Gadaleta will begin to interview for the position.
- Mrs. Gadaleta stated that Report Card Revisions were made to reflect the Common Core requirements. She informed the Board that there many system glitches, but we were able to work through them. The biggest change was at the 3rd grade level, which will now be receiving letter grades for the first time.

VIII. Policy

- Mrs. Gadaleta informed the Board that families were given information regarding reading and understanding the HIB Policy. A small amount of families showed they would be interested in more information if it became available. The Board felt it was not necessary to bring in the Board Attorney for a presentation at this time.

IX. Personnel (Public Items only)

- Mrs. Gadaleta stated, as earlier, she would begin to look for a replacement for the retiring Mrs. Costello for the 14-15 School Year.
- Dr. Nitti asked about the pre-school program and Mrs. Gadaleta briefly spoke about the progress of the program.

XI. Old Business/Board Discussion

- The budget for sub-services for the 14-15 school year will be increased from \$75 to \$80. Mrs. Gadaleta asked the Board their feelings in regards to a sub service. It was agreed it was not something the district is interested in at this time.

XII. New Business / Board Discussion

- Mrs. Gadaleta informed the Board of the new Professional Development Requirements for Chief School Administrators. With each new contract, a new professional growth plan is needed. Next summer, Mrs. Gadaleta will update her current plan and provide to the Board for approval.
- Mr. Lella informed the Board that Mrs. Huegel's background check had been completed and that he was waiting for Mrs. Drogin's approval.
- Mrs. Gadaleta provided the Board with a draft of the substitute handbook.

XIII. Public Comment

- No public comment.

XIV. Adjournment

At 8:19 P.M. the Board of Education made a motion to adjourn.

Moved by: Dr. Nitti
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary