

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop meeting on December 5, 2012, at 7:33 P.M. in the Superintendent's Office of the Essex Fells School. The meeting was called to order by Board President Michele Nitti at 7:33 P.M. Dr. Nitti 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 12, 2012. 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 – 7:33 P.M.

II. Roll Call

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

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal, Mr. Steven J. Lella, Business Administrator/Board Secretary, and one member of the public arrived during the meeting.

III. Flag Salute

The President led the flag salute.

IV. Public Comment

No public comment.

V. Buildings & Grounds

- Two limbs over the blacktop and by the flagpole will be trimmed.
- Carbon monoxide detectors are to be installed in all boiler rooms. Mr. Lella will obtain quotes.

VI. Curriculum & Instruction

- Mrs. Gadaleta discussed the Preschool Program for 2013-14. The Board discussed requirements of the program (tuition amount, is it refundable, contract for parents to sign), who will be teaching the class, where the program would be advertised, and class size.
- Mrs. Gadaleta discussed the Math for the After-Math program. The event will include K-6 students solving math problems together in the gym during a combined lunchtime. The students are collecting sponsors to donate money per math problem or as a flat donation. All proceeds will be given to a Hurricane Sandy Relief Fund. Mrs. Gadaleta has currently contacted NJSBA for a specific school to form a relationship with. The grade with the highest donation total will be rewarded with a celebration made possible by the PTA.
- Mrs. Gadaleta informed the Board that a revision had to be made to the NJQSAC SOA and resubmitted.
- A New DARE curriculum has been adopted by DARE NJ titled "Too Good for Drugs". This program has been updated and includes more relevant information for today's 5th and 6th graders. Our 6th graders will continue to participate in the program with Officer Jones. He has been trained in the new curriculum and will be meeting with the students every other week beginning in January through May. A culmination party will round out the unit replacing the formal graduation ceremony.
- Mrs. Gadaleta informed the Board that next year's class size is being monitored closely to determine whether there will be one or two sections at each grade level. Preschool and Kindergarten will depend on registration numbers. At the moment, one section is planned for 1st and 6th grade classes.

- Mrs. Gadaleta discussed the expansion of the Class Meeting/Character Education program and how it has had a positive impact on Discipline Reports. Not only have there been fewer Discipline Reports, there is also a timely and consistent interaction with students about issues that arise during the school day. Weekly meetings also give an opportunity for the teachers to discuss strategies of helping students work through issues with the art therapist.
- Mrs. Gadaleta stated that EFS is awaiting the results of the score reports in comparison to other schools similar to ours in the state. Once received, a more formal presentation of the scores will be made to the BOE at a public meeting.
- The IDEA grant has been submitted to receive the amount of \$47,380, which is applied to our related services needs.

VII. Finance

- Mr. Lella informed the Board of a Workers Compensation Claim for a slip and fall.

VIII. Policy

No discussion.

IX. Personnel (Public Items only)

- The Advisory Committee for Teacher Evaluation decided that the James Stronge model was the best fit for our District both with feasibility and fiscal responsibility. Evaluator training will occur in January and Teacher training in September, with Implementation set to begin in the 2013-14 school year.
- Staffing for the 2013-14 school year will be reviewed through the next few months as the budget is developed. No staff reduction is anticipated at this time. Enrollment in both general education and special education will determine movement of staff based on need. Two additional staff positions could be budgeted for PreK and a position to assist Mrs. Gadaleta with new programs for instruction. The position would also include time spent as a teacher.

X. Superintendent's Resolutions

1. **RESOLVED** that the Board of Education accepts, approves, and ratifies as recommended by the Superintendent, the payment of the following travel related expenses in accordance with the travel policy 6471 for Professional Development:

Staff Members: Dorotea Banek, Michelle Barshay, Nina Buonomo, Katie McLain, Stacey Perry,
Judi Reynolds, Emily Ziccardi
Event: Essex County Curriculum & Instruction Roundtable
Location: Mayfair Farms, West Orange, NJ
Date: 11/28/12
Cost: \$25 per person

Staff Members: Laura Brutman, Kelly Mitchell
Event: Practical Strategies for Meeting Common Core Standards for Writing Workshop
Location: Holiday Inn, Parsippany, NJ
Date: 12/3/12
Cost: \$215 per person

Staff Member: Deborah Raimo
Event: Media Specialist Observation
Location: West Essex Middle School
Date: 12/6/12
Cost: \$0

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: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

5. **THIS AGREEMENT**, made this 1ST day of July 2012, in the County of Essex, State of New Jersey, by and between New Jersey School Boards Association Insurance Group, hereinafter referred to as "**NJSBAIG**", and the Board of Education of the Essex Fells School District, hereinafter referred to as "**Educational Institution**";

WHEREAS, the **NJSBAIG** seeks to provide its members with protection, services and savings relating to insurance and self-insurance;

WHEREAS, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto:

WHEREAS, the **Educational Institution** has resolved to apply for and/or renew its membership with **NJSBAIG**; and

WHEREAS, the **Educational Institution** certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to **NJSBAIG**.

NOW, THEREFORE, it is agreed as follows:

1. The **Educational Institution** hereby establishes/renews its membership with **NJSBAIG** for a three (3) year period, beginning July 1, 2012, and ending July 1, 2015 at 12:01 a.m. eastern standard time.
2. The **Educational Institution** agrees to participate in **NJSBAIG** with respect to the types of coverage stated in the Renewal of Membership Resolution, attached hereto as Exhibit "A".
3. The **Educational Institution** hereby ratifies and affirms the bylaws and other organizational and operational documents of **NJSBAIG** and as from time to time amended by **NJSBAIG** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The **Educational Institution** agrees to be a participating member of **NJSBAIG** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
5. In consideration of membership in **NJSBAIG**, the **Educational Institution** agrees that for those types of coverage in which it participates, the **Educational Institution** shall jointly and severally assume and

discharge the liability of each and every member of **NJSBAIG** all of whom, as a condition of membership in **NJSBAIG**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Institution** is pledged to the punctual payment of any sums which shall become due to **NJSBAIG** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

6. If **NJSBAIG**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Institution** agrees to reimburse **NJSBAIG** for all such reasonable expenses, fees and costs on demand.

7. **The Educational Institution** and **NJSBAIG** agree that **NJSBAIG** shall hold all monies paid by the **Educational Institution** to **NJSBAIG** as fiduciaries for the benefit of **NJSBAIG** claimants all in accordance with applicable statutes and/or regulations.

8. **NJSBAIG** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A: 18B-1 *et. seq.* and such other statutes and regulations as may be applicable.

9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

- 6. **WHEREAS**, N.J.S.A. 18A:18B-1, *et. seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the Essex Fells School District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the Essex Fells School District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

WHEREAS, the Board of Education of the Essex Fells School District under its obligations as a member of the New Jersey School Boards Association Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE ESSEX FELLS SCHOOL DISTRICT:

THAT the Board of Education of the Essex Fells School District joins with other school districts in organizing and becoming members of the New Jersey School Boards Association Insurance Group; and

THAT, by adoption and signing of this resolution, the Board of Education is hereby joining the New Jersey School Boards Association Insurance Group in accordance with the terms of the attached Indemnity and Trust Agreement, effective the date indicated below, for the following types of insurance:

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| Property <input checked="" type="checkbox"/> | EDP <input checked="" type="checkbox"/> |
| General Liability <input checked="" type="checkbox"/> | Umbrella/Excess <input checked="" type="checkbox"/> |
| Equip Breakdown <input checked="" type="checkbox"/> | Crime/Bonds <input checked="" type="checkbox"/> |
| Automobile Liability <input checked="" type="checkbox"/> | Errors Omissions <input checked="" type="checkbox"/> |
| Auto Physical Damage <input checked="" type="checkbox"/> | Workers' Compensation <input checked="" type="checkbox"/> |

Adopted by the Board of Education of the Essex Fells School District, New Jersey, this 1st day of July 2012 for a 3 year term.

Moved by: Mrs. Cirenza
Ayes: 5

Seconded by: Dr. LoCascio
Nays: 0

XIII. Old Business/Board Discussion

- The purchase of the AED Machine was discussed as well as the PTA's willingness to assist with the cost of installation, as well as an additional camera to monitor the unit once installed.

XIV. New Business / Board Discussion

- The Board discussed the proposed School Calendar for the 2013-2014 school year and when staff and students should be brought back.
- Discussed was the January 2nd, 2013 Board meeting and if it could be canceled with the January 16th, 2013 being the Reorganization Meeting.
- The Board discussed the preliminary Community Survey results. 60 of 160 households have responded to date.
- Kindergarten/Preschool Registrations will be held February 6th and 7th, 2013.
- Mrs. Gadaleta informed the Board of a new Music Director at West Essex, along with changes being offered through the Music Program.

XV. Public Comment

- A member of the public stated she's noticed a difference in the curriculum in the 6th grade compared to last year, the work seems more "amped up."
- The member of the public also asked if it would be possible to have homework completed during the school recess/lunch study session available to the students, rather than just study or school work.
- The member of the public also stated they would like to see more typing being offered and the Board discussed options, as well as discussing our students typing skills with the NJASK testing coming up. Mrs. Gadaleta informed the Board of a program being discussed with IT allowing for 4th thru 6th graders 1 to 1 laptop use giving them exposure to the use of computer systems.

XVI. Adjournment

At 9:35 P.M. the Board of Education made a motion to adjourn.

Moved by: Dr. LoCascio
Ayes: 5

Seconded by: Mrs. Cirenza
Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary