

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop meeting on March 5, 2014, in the Superintendent's Office of the Essex Fells School. The meeting was called to order by Board President Dr. Steven LoCascio at 7:35 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 February 20, 2014. 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 – 7:35 P.M.**

**II. Roll Call**

Mrs. Carol D' Alessandro, Vice-President – present  
Mrs. Shani Drogin – present  
Mrs. Kris Huegel – 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; and one staff member.

**III. Flag Salute**

The President led the flag salute.

**IV. Public Comment**

- No public comment.

**V. Buildings & Grounds**

- Mr. Lella informed the Board that due to the severe winter snowstorms, quotes were obtained for services for snow and ice removal on the gym roof and the flat roofs in building #2.
- Mr. Lella informed the Board of two staff member slip and falls. No medical attention was needed.
- Mr. Lella informed the Board of a request he received from Window Film Depot regarding a recommendation letter for services rendered to the district to submit with their application to the Middlesex Regional Co-op.

**VI. Curriculum & Instruction**

- Mrs. Gadaleta discussed with the Board the Professional Development Presenter – Dr. Tracey Severns, CAO-NJDOE - the district hosted, along with Roseland, North Caldwell & Fairfield. Dr. Severns explained the DOE's view in regards to the Common Core & PARCC, as well as the new the teacher evaluation system and the path the DOE is attempting to take. Mrs. Gadaleta felt the presentation was very informative.
- Mrs. Gadaleta discussed the 2014-15 Preschool & Kindergarten registration numbers and was pleased with the turnout.
- Mrs. Gadaleta discussed PARCC Testing for 2014-15, which replaces NJASK testing. The EFS District will utilize laptops for testing.

**VII. Finance**

- Mr. Lella discussed the ACT Microphone installation and invoice, and what further actions could be taken.
- Mr. Lella informed the Board that the 2014-15 State Aid amounts had been released, with a \$3500 increase for the district. He also updated the Board on the current Budget status.

**VIII. Policy**

**IX. Personnel (Public Items only)**

- Mrs. Gadaleta will be reviewing the Child Study needs for the 2014-15 school year.
- The Board discussed bringing in the non-tenured staff members for a meet and greet session during the next workshop. Dr. LoCascio explained to the new Board members the process and success from last year.
- Mrs. Gadaleta informed the Board that a paraprofessional will be resigning to take a maternity leave replacement position in another district.
- Mrs. Gadaleta provided an explanation of draft staffing assignments for 2014-15, and that she anticipates advertising for two openings.
- Dr. Nitti asked at what grade are students recognized for BSI. Mrs. Gadaleta responded 1<sup>st</sup> grade.
- Mrs. Gadaleta informed the Board that she had confirmed her goals with the County Superintendent.

**X. Old Business/Board Discussion**

- Mrs. Gadaleta informed the Board that the district went through the NJQSAC review and that the process went very well.

**XI. New Business / Board Discussion**

- Mrs. Gadaleta informed the Board that she and Mr. Lella would be reviewing the district's current copy machine contracts for cost effectiveness.
- Mrs. Gadaleta informed the Board that the HIB grade report results have come out, however the data was distributed differently than anticipated. Further detail will be needed to understand the results.
- Dr. LoCascio acknowledged a letter received by the Board from the EFTA and thanked them for reaching out to the Board. Dr. Nitti explained to the new Board members how the Board works to be very transparent.

**XII. Business Resolution**

1. **WHEREAS**, the Essex Fells Board of Education (hereinafter referred to as the "Board") advertised for bids for the Boiler Replacements at Essex Fells School (hereinafter referred to as the "Project"); and

**WHEREAS**, on February 27, 2014, the Board received ten (10) bids for the Project, as reflected on the attached bid tabulation sheet; and

**WHEREAS**, the putative low bid was submitted by Envirocon, LLC (hereinafter referred to as "Envirocon") with a base bid in the amount of \$92,116, which bid is materially defective insofar as the subcontractor listed by the bidder for the plumbing trade was not classified by the New Jersey Department of the Treasury, Division of Property Management and Construction (hereinafter referred to as the "DPMC") on the date of the bid opening, as required by the bid documents, the bid specifications and N.J.S.A. 18A:18A-18, which is a material, nonwaivable defect; and

**WHEREAS**, the lowest responsible bid for this Project was submitted by DeSesa Engineering Co., Inc. (hereinafter referred to as "DeSesa") with a base bid in the amount of \$128,400; and

**WHEREAS**, the bid submitted by DeSesa is responsive in all material respects and the Board is desirous of awarding the contract for the Project to DeSesa;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The bid submitted by Envirocon, LLC is hereby rejected as the subcontractor listed by the bidder for the plumbing trade was not classified by the DPMC on the date of the bid opening, as required by the bid specifications and N.J.S.A. 18A:18A-18, which is a material, nonwaivable defect.

2. The Board hereby awards the contract for the Boiler Replacements at Essex Fells School to DeSesa Engineering Co., Inc. in a total contract sum of \$128,400.

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Moved by: Mrs. D'Alessandro  
Ayes: 5

Seconded by: Mrs. Drogin  
Nays: 0

**XIII. Public Comment**

- Mrs. Rosenson voiced to the Board how she values being a part of the EFS district, and spoke about the difference between a CST staff member vs. a consultant.
- The Board thanked Mrs. Rosenson for her comments.

**XIV. Adjournment**

At 8:53 P.M. the Board of Education made a motion to adjourn.

Moved by: Dr. Nitti  
Ayes: 5

Seconded by: Mrs. D'Alessandro  
Nays: 0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary