

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on September 5, 2018, in the Superintendent's office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Shani Drogin, at 7:33PM. Mrs. Drogin 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 August 28, 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 – 7:33 P.M.**

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

**II. Roll Call**

- Mrs. Bethany Buccino - present
- Mrs. Shani Drogin, President – present
- Mrs. Kris Heugel – Vice President - present
- Dr. Steven LoCascio, – arrived at 7:37PM
- Mrs. Debra Tedesco – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary and two reporters from The Progress.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. Public Comment**

- None

**V. Buildings Grounds**

- Mr. Lella informed the Board that he would be contacting architects and ask them to submit a Request for Proposal (RFP) to be the broker of record for the 2018-19 school year due to the fact that Mr. Robert Donahue had taken a position in a school district. Mrs. Gadaleta thanked Mr. Donahue for his years of service to the district. Mr. Donahue noted that he would be available to assist with the projects from 2017-18 as well as provide the documents that he prepared. The Board agreed Mrs. Gadaleta and Mr. Lella could meet with the potential architects and report back to the Board at a later meeting.
- Mr. Lella informed the Board that 14 new cameras had been added to the district.
- Mrs. Gadaleta informed the Board that a small fire had occurred in the faculty room yesterday afternoon in building #1 due to an item being left in a microwave. The buildings were evacuated and no fire damage was reported.

**VI. Curriculum & Instruction**

- Mrs. Gadaleta reported to the Board that the PARCC scores had arrived and that the students did amazing, with the majority meeting or exceeding expectations. Mrs. Gadaleta noted that the testing has been a true showing of how well EFS students perform. Students will be recognized at a future BOE meeting.
- Mrs. Gadaleta provided the Board with information regarding newly passed NJDOE Legislation regarding daily recess for grades K-5.
- Mrs. Gadaleta noted that we are ready for the opening day of school tomorrow and is looking forward to the start of a new year.

**VII. Finance**

- Mrs. Gadaleta thanked the PTA for the Class of 2018 Grade 6 donation, as noted in Business Resolution #4.

**VIII. Policy**

- The Board discussed and reviewed policy.

**IX. Personnel**

- Mr. Lella informed the Board of workers compensation claim that is being processed for a staff member who injured her leg preparing her classroom.
- Mrs. Gadaleta explained to the Board her request for reimbursement of transfer credits for courses taken. The Board agreed to the reimbursement and a resolution will be added to the next meeting. Mrs. Tedesco refrained from the discussion.

**X. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01-11.

**1. 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): Kristen Kowalski  
Event: Conquer Mathematics  
Location: Pompton Plains, NJ  
Date: 9/17/18, 11/12/18, 12/10/18, 1/17/19, 3/14/19  
Cost: \$775.00

Staff Member(s): Jackie Castellano  
Event: GT & Tech District Meetings  
Location: Various  
Date: Various  
Cost: \$0

Staff Member(s): Jackie Castellano  
Event: NJECC  
Location: MSU, NJ  
Date: 9/21/18, 10/19/18, 11/16/18, 12/14/18,  
1/8-10/19, 2/8/19, 3/15/19, 4/12/19, 5/1/7/19, 6/13/19  
Cost: \$0

Staff Member(s): Steve Lella  
Event: NJASBO  
Location: Hilton Garden Inn, Rockaway, NJ  
Date: 9/27/18, 11/29/18, 1/15/19, 2/5/19, 3/21/19, 4/11/19  
Cost: \$668.88 Total (\$600.00 fee; \$68.88 mileage)

Staff Member(s): Katie McNish  
Event: AENJ Convention  
Location: Ocean Place Resort & Spa  
Date: 9/30/18 – 10/1/18  
Cost: \$276.92 Total (\$205.00 fee; \$71.92 mileage)

Staff Member(s): Tracie Wieczorek  
Event: Conquer Mathematics  
Location: Fairfield, NJ  
Date: 10/4/18, 11/1/18, 12/6/18, 1/8/19, 2/6/19, 3/17/19  
Cost: \$TBD



the Superintendent, the following student teacher from Caldwell University:

Student Observer: Sarah Martin  
Cooperating Teacher: John Trogani  
Full time Student Teaching – 3 days per week  
8/27/18 – 12/15/18

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum List and Revision Dates for the 2018-2019 school year.

**NOTE:** List attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition to the substitute list for the 2018-2019 school year, at \$90/day:

Meg Lipper                      Teacher

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Joseph Holahan, St. Joseph's Medical Center, Paterson, NJ, for pediatric neurological developmental evaluations at \$450.00 per evaluation for the 2018-2019 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the Comprehensive Equity Plan Annual Statement of Assurance for School Year 2018-2019 to the County Office of Education.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

- 10. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the District Professional Development Plan Statement of Assurance for School Year 2018-2019 to the NJ DOE.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

- 11. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the 2018 Online School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2017 to June 30, 2018, to the NJ Department of Education.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

#### **I. Business Resolutions**

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

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

Regular Session Minutes	5/30/18
Executive Session Minutes	5/30/18
Regular Session Minutes	6/20/18
Executive Session Minutes	6/20/18
Special Session Minutes	7/26/18

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

- 2. RESOLVED** that the Board of Education approves bills and claims for September in the total amount of \$115,202.35 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for August as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$64,307.81 including \$59,774.76 for the gross payroll, \$2,879.05 for the Board's share of FICA/Medicare and \$1654.00 for the State's share of FICA/Medicare.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

3. **RESOLVED** that the Board of Education approves the transfer of funds for the month of August as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

4. **BE IT RESOLVED THAT** the Essex Fells Board of Education accepts a donation from the Essex Fells PTA in the amount of \$5,500.00 to be used for the purchase of lunch tables, gates and basketball nets at Essex Fells School.

**BE IT FURTHER RESOLVED THAT** the following budget line be increased and that the Business Administrator be authorized to administer it:  
20-001-400-732-050 Essex Fells PTA \$5,500.00

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

5. **RESOLVED** that the Board of Education approves the tuition reimbursement for Michelle Gadaleta in the amount of \$6,058 for the 2017-18 school year per the terms of the Superintendent contract agreement.

**BE IT FURTHER RESOLVED THAT** that the Board of Education approves the tuition reimbursement for Michelle Gadaleta in the amount of \$3,798 for the 2018-19 school year per the terms of the Superintendent contract agreement.

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

ABSTAIN: Mrs. Tedesco

**II. Public Comment**

- None

**XIII. Adjournment**

At 7:55 PM the Board of Education made a motion to adjourn. The next Regular workshop Meeting will be held on October 3, 2018 in the Superintendent's Office .

Moved by: Dr. Locascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary