

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a reorganizational/workshop session on January 2, 2019, in the Media Center of the Essex Fells School. The meeting was called to order by the Board Secretary, Mr. Steven Lella, at 7:31 P.M. Mr. Lella 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 January 3, 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 – 7:31 P.M.**

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

**II. Roll Call**

- Mrs. Shani Drogin, President - absent
- Mrs. Kris Heugel –Vice-President-present
- Mrs. Bethany Buccino- present
- Dr. Steven LoCascio, – present
- Mrs. Debra Tedesco – present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; and Mr. Steven J. Lella, Business Administrator/Board Secretary; 3 members of the public and 1 member of the press.

**III. Flag Salute**

- The Board Secretary led the salute to the flag.

**IV. Election Report**

- The annual School Election was conducted on Tuesday, November 6, 2018 between the hours of 6:00 A.M. and 8:00 P.M.
- The results of the election, as reported and certified by the Essex County Clerk, are as follows:  
Members of the Board of Education: Dr. Steven LoCascio 687 votes 3- year term  
Mrs. Debra Tedesco 767 votes 3-year term

**V. Reorganization of the Board of Education**

- Mr. Lella administered the Oath of Office to elected members Dr. Steven LoCascio and Mrs. Debra Tedesco.
- Mr. Lella conducted roll call.
- Election of President: Mrs. Tedesco nominated Mrs. Huegel.

Moved by:	Mrs. Tedesco	Seconded by:	Mrs. Buccino
Ayes:	3	Nays:	0
		Abstain:	1

- Mrs. Huegel took over the meeting.
- Election of VP: Mrs. Tedesco nominated Dr. LoCascio.

Moved by:	Dr. Tedesco	Seconded by:	Mrs. Buccino
Ayes:	3	Nays:	0
		Abstain:	1

**VI. Board Comments**

- None

**VII. Public Comment on Agenda Items Only**

- None

**VIII. Old Business/Board Discussion**

- Mrs. Gadaleta informed the Board of the Report Card Portal Log-in report.
- Mr. Lella informed the Board that the auditors were still awaiting the post-employment pension benefits information from The Department of Treasury to finalize the audit. Mr. Lella noted that the district is financially healthy and will receive a clean audit.

**IX. New Business / Board Discussion**

- Mrs. Gadaleta noted that January is School Board Recognition Month. Mrs. Gadaleta wanted to recognize the Board of Education members for the hard work and time they put in.
- Mr. Lella informed the Board of the 2019 BOE Meeting dates on the Agenda.
- Mrs. Gadaleta updated the Board of the new exit/entrance procedure regarding the music room classes and students using the restrooms.
- Mrs. Gadaleta informed the Board that a new family was moving into town and the district would be enrolling 2 new students, one in 2<sup>nd</sup> grade and one in kindergarten. The district enrollment is now 255.
- Mr. Lella reminded the Board that the 2019 annual BOE Financial Disclosure Statement email would be coming out in January.
- Mrs. Gadaleta explained to the Board the resolution for an out of district contract.
- Mrs. Gadaleta noted the resolution of the OT resignation. Mrs. Gadaleta thanked Mrs. Franklin for her service and noted we would like to fill the position as soon as possible.

**X. Reorganization Action Items**

**RESOLVED** that the Board of Education approves Reorganization Action Items # 01 - 04.

**1. RESOLVED** that the Board of Education adopts the New Jersey School Board Member Code of Ethics.

**NOTES:** Code of Ethics Attached

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

**2. RESOLVED** that the Board of Education approves the following dates for its meetings in the ensuing year (\*dates subject to change):

Wednesday	January 16, 2019	Regular Monthly Business Meeting
Wednesday	February 6, 2019	Workshop Meeting
Wednesday	February 20, 2019	Regular Monthly Business Meeting
Wednesday	March 6, 2019	Workshop Meeting
Wednesday	March 20, 2019	Regular Monthly Business Meeting
Wednesday	April 3, 2019	Workshop Meeting
Wednesday	April 17 2019	Regular Monthly Business Meeting
Wednesday	May 1, 2019	Workshop Meeting

Wednesday	May 15, 2019	Regular Monthly Business Meeting
Wednesday	May 29, 2019	Workshop Meeting
Wednesday	June 19, 2019	Regular Monthly Business Meeting
Wednesday	August 14, 2019	Regular Monthly Business Meeting
Wednesday	September 4, 2019	Workshop Meeting
Wednesday	September 18, 2019	Regular Monthly Business Meeting
Wednesday	October 2, 2019	Workshop Meeting
Wednesday	October 16, 2019	Regular Monthly Business Meeting
Wednesday	November 6, 2019	Workshop Meeting
Wednesday	November 20, 2019	Regular Monthly Business Meeting
Wednesday	December 4, 2019	Workshop Meeting
Wednesday	December 18, 2019	Regular Monthly Business Meeting
Wednesday	January 8, 2020 (TBD)	Reorganizational/Workshop Meeting

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

**3. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into Cooperative Pricing Agreements; and**

**WHEREAS,** the Educational Services Commission of Morris County, hereinafter referred to as the “Lead Agency,” has offered voluntary participation in a Cooperative Pricing System known as the “Educational Cooperative Pricing System” for the purchase of work, materials and supplies; and

**WHEREAS,** the Essex Fells School District within the County of Essex, New Jersey, desires to participate in the Educational Cooperative Pricing System;

**NOW, THEREFORE, BE IT RESOLVED,** by the Essex Fells Board of Education as follows:

**AUTHORITY**

As directed by N.J.S.A. 18A:18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Essex Fells Board of Education shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall continue to be effective as of January 1, 2019; and

**BE IT FURTHER RESOLVED,** that the Board of Education approve payment of a \$500.00 annual fee for participation in the Cooperative Purchasing System, and an additional fee of \$250.00 to Educational Data Services, Inc. for participation in the Cooperative Purchasing System for various Time and

Materials bids awarded in accordance with statute.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

4. WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, The Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency," has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on January 1, 2019, the governing body of the Essex Fells Board of Education, County of Essex, State of New Jersey, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Essex Fells Board of Education.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

XI. Superintendent's Resolutions

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

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): Sara Christopher, Kimberly Trafford, Michelle Truchell,  
Lisa Massaro, Marisa Burger

Event: NJECC Conference

Location: MSU

Date: 1/9/19

Cost: \$0

Staff Member(s): Katie McNish

Event: NJECC Conference

Location: MSU

Date: 1/9/19

Cost: \$0

Staff Member(s): Dorotea Banek, Nina Buonomo

Event: NJECC Conference

Location: MSU

Date: 1/9-10/19

Cost: \$0

Staff Member(s): Katie Vetere

Event: It's All In The Questions Workshop

Location: Liberty Science Center, Jersey City, NJ

Date: 1/24/19

Cost: \$146.26 Total (Fee-\$125.00; Mileage-\$14.26; Parking-\$7.00)

Staff Member(s): Lisa Massaro

Event: What's New in Children's Books Workshop

Location: Fairfield, NJ

Date: 2/27/19

Cost: \$269.00

Staff Member(s): Ashley Messer

Event: School Nurses: Best Current Practices for School Medical Emergencies Training

Location: West Orange, NJ

Date: 2/27/19

Cost: \$269.00

Staff Member(s): Lisa Massaro

Event: Conquer Math Workshop

Location: Pompton Plains, NJ

Date: 3/14/19

Cost: \$155.00

Staff Member(s): Katie Vetere, Tracie Wiczorek

Event: NJECC Spring 2019

Location: Ramapo College of NJ

Date: 2/22/19

Cost: \$129.88 Total (Fee-\$115.00; Mileage-\$14.88)

Staff Member(s): Steven J. Lella

Event: Essex County Association of School Business Officials

Location: Belleville, NJ

Date: 9/26/18, 10/17/18, 11/14/18, 12/14/18, 1/9/19, 2/6/19, 3/13/19, 4/10/19, 5/15/19

Cost: \$200.00 Total

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

- 2. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2019-2020 School Calendar.

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 resignation of Lori Franklin, Occupational Therapist, effective January 23, 2019.

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 following addition to the 2018-2019 Substitute List:

Carli Castellano

Teacher \$90/day

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, Emily Zarr to help with scenery for the school musical.

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 Agreement for Provision of Onsite Education Instruction Services between Princeton HealthCare System – Penn Medicine Princeton Health and Essex Fells School for the duration of 4-6 weeks, at 10 hrs/week, at \$65/hour, effective January 2, 2019.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

**XII. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01-02.

- RESOLVED** that the Board of Education approves the appointment of Mr. Steven Lella, Business Administrator, as the Public Agency Compliance Officer (P.A.C.O.) in accordance with Affirmative Action rule changes pursuant to P.L. 1975 c. 127 (N.J.A.C. 17:27) public contracts for the 2018-19 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

- RESOLVED** that the Board of Education accepts and approves the tuition reimbursement for Michelle V. Gadaleta in the amount of \$6,412.50.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 3

Nays: 0

- ABSTAIN: Mrs. Tedesco

**XIII. Public Comment**

- Mrs. LoCascio thanked the Board Members for all their hard work serving on the Board. Mrs. LoCascio discussed BOE Policy 5770. Mrs. LoCascio thanked the Board for their time listening to her comment.

**XIII. Resolution to Enter Executive Session**

**BE IT RESOLVED** that the Board shall enter into executive session immediately following this meeting to discuss legal matters. The items discussed in Executive Session will be disclosed to the public when the need to maintain their confidentiality no longer exists.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

**XIV. Adjournment**

**RESOLVED** that this Workshop meeting of the Board of Education be adjourned at 8:58 P.M.

The next **Regular Meeting** of the Board of Education will be held on **Wednesday, January 16, 2019, at 7:30 P.M.** in the Media Center of Essex Fells School.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella  
Business Administrator/  
Board Secretary

