

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Workshop Meeting on September 4, 2019, in the Superintendent's Office of the Essex Fells School. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 7:34 P.M. Mrs. Huegel 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 30, 2019. 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 – 7:34 P.M.**

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

**II. Roll Call**

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

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

**III. Flag Salute**

- The Board President led the salute to the flag.

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

- None

**V. Buildings & Grounds**

- Mr. Lella noted that with the assistance of the EFPD the district will now have 1 walkie talkie radio in each classroom.
- Mr. Lella noted that there was a delay in the delivery of the Go Bags. Mr. Lella will adjust the order accordingly to have it ship as soon as possible.
- Mr. Lella provided an update on the summer projects. The classroom sink in room 208 was complete. For the kitchenette project the heating cabinet is scheduled to be shipped this week. The refrigerator / freezer unit is still scheduled for mid to late September. There is also an issue with the cabinet locks that need to be addressed. The bathroom project is complete however the sink is leaking and the room needs to be cleaned. This will take place as soon as possible. The building inspection is scheduled for tomorrow.

**VI. Curriculum & Instruction**

- Mrs. Gadaleta noted that the summer mailings, which is our only physical mailing had gone out. We will review to see if perhaps 1 mailing will go out per family, and if perhaps Genesis can be utilized as well.
- Mrs. Gadaleta reported to the Board that we are ready for tomorrow's school opening. Some equipment/supplies are still to be delivered. Mrs. Gadaleta is very excited for the Vision 20/20 program. Current enrollment stands at 252 students. Mrs. Gadaleta also explained to the Board the 2-day staff professional development that had taken place.

**VII. Finance**

- Mr. Lella noted that he would be processing 2 2019-20 Pre-school refunds. Mrs. Gadaleta explained each case to the Board.

**VIII. Policy**

- The Board will review policy 9210 with revised language for approval at a future meeting. The policy will be shared with staff.

**IX. Old Business/Board Discussion**

- Mrs. Gadaleta informed the Board that Tiny Treasurers had a full enrollment for the upcoming school year.

**X. New Business/Board Discussion**

- Mrs. Gadaleta provided the Board with a copy of her transcripts from Centenary University and explained the courses she had been taking.
- Mrs. Gadaleta explained Superintendent’s Resolutions #3 and #4.

**XI. Superintendent’s Resolution**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01 – 04.

**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: 10/18/19, 12/11/19, 1/22/20, 3/26/20  
 Cost: \$690

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

**2. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request for the following:

EFFEE Monthly Meetings  
 Media Center 7:00-9:30pm  
 9/17/19, 10/15/19, 11/12/19, 12/10/19, 1/14/20, 2/11/20, 3/10/20, 4/7/20, 5/12/20

EFS PTA / 6<sup>th</sup> Grade Committee – Car Wash  
 9/28/19 – 9:00am-2:00pm  
 Driveway between the buildings

Girl Scouts – 1<sup>st</sup> Grade Daisy’s  
 Gym 3:05-4:00pm  
 10/4/19, 11/1/19, 12/6/19, 1/3/20, 2/7/20, 3/6/20, 4/3/20, 5/1/20, 6/5/20

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Emergency Operations Plan for the 2019-2020 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the EFS Safety & Security Procedures for the 2019-2020 school year.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

**XII. Business Resolutions**

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

1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Summer 2019 tuition reimbursement for Michelle V. Gadaleta in the amount of \$4,275.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 4

Nays: 0

\*Mrs. Tedesco Abstained

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

Regular Meeting Minutes	5/29/19
Executive Session Minutes	5/29/19

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

**XIII. Meeting Open for Public Comment**

- None

**XIV. Adjournment**

At 8:18 P.M. the Board of Education made a motion to adjourn.

The next **Workshop Meeting** will be held on **Wednesday, October 2, 2019 at 7:30 P.M.** in the Superintendent's Office. The next **Regular Meeting** will be held on **Wednesday, October 16, 2019 at 7:30 P.M.** in the Media Center.

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0