

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a workshop session on December 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 7:33 P.M. Mrs. Shani 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 November 27, 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. Shani Drogin – President - present
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.

III. Flag Salute

- The Board President led the salute to the flag.

IV. Public Comments on Agenda Only

- None

V. Buildings & Grounds

- Mrs. Gadaleta informed the Board that after research a gym capacity permit was not needed.
- Mrs. Gadaleta reported to the Board that we met with the new architect, EI Associates today to discuss the district's Long Range Facility Plan and Educational Assessment. Facility upgrades and future needs were discussed.
- Mrs. Gadaleta provided the Board with an update on the construction projects. Quotes were being finalized on the bathroom project. Once the town provides final approval of the changes to the sink on the kitchenette project, proposals/quotes will be requested.
- Mr. Lella informed the Board he was in the process of obtaining quotes for the paving of the sidewalk at the corners of Essex and Hilltop.

VI. Curriculum & Instruction

- Mrs. Gadaleta presented the 4 options for the 2019-20 School Calendar. West Essex will be starting in August. The Board discussed the scenarios and options.
- Mrs. Gadaleta also noted the day of service on the calendar for Dr. Martin Luther King Day.
- Mrs. Gadaleta explained to the Board the school safety drill that had taken place with the Essex Fells Police Department and Essex County Bomb Squad. Mrs. Gadaleta reported that the drill had gone very well. More detail will be discussed in Executive Session.
- Mrs. Gadaleta noted that everyone is looking forward to the All School Concert on December 19th.
- Mrs. Gadaleta reported that the First Marking Period was almost over and that the report card portal would be opening.

VII. Finance

- Mr. Lella informed the Board that the 2017-18 is complete however all districts are awaiting GASB 75 information from the Treasury Department. Mr. Lella reported the district received a clean audit and is financially healthy.
- Mr. Lella reported to the Board that he had certified the district's ASSA (Application for School State Aid) information for the 2019-20 school year.

VIII. Policy

- Mrs. Gadaleta reported to the Board that Policy 5756 – Gender Identity and Expression is being revised for legal changes only and will be discussed further at our February meeting.

IX. Personnel

- Mrs. Gadaleta reported that the new paraprofessional had begun in the 6th grade class.

X. Superintendent's Report

- Mrs. Gadaleta thanked Mrs. Buccino for her research of other pre-school tuition rates in the area. The Board feels increasing the rate to \$3,500 for 2019-20 is reasonable.
- Mrs. Gadaleta informed the Board that the PTA Holiday Shop would take place tomorrow.
- Mrs. Gadaleta informed the Board that the Foundation TREP\$ event would take place on December 12th.
- Mrs. Gadaleta thanked everyone who helped out with the Variety Show. Mrs. Gadaleta thought it was the best one we've had so far and that all the children were outstanding.
- Mrs. Gadaleta noted that we had received our 1st suggestion in the BOE suggestion box. The Board noted that they would have liked to have responded directly to the individual however they did not leave their name. It was noted that the K and 6th grade schedules don't line up, as the individual was asking about more community time between the grades.
- Mrs. Gadaleta explained some of the staff PD events on the agenda.

XI. Superintendent's Resolutions

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

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): Steve Lella (previously approved on 11/14/18)
Event: NJ School Safety Specialist Gang Training Make-up Session
Location: Morris County Public Safety Training Academy
Date: 12/3/18
Cost: \$10.85 mileage

Staff Member(s): Jeanine Whitman
Event: Newmark School & Windsor Learning Center Visits
Location: Scotch Plains & Pompton Lakes
Date: 11/15/18 & 12/3/18
Cost: \$23.69 total mileage

Staff Member(s): Rory Duarte, Laura Quinn
Event: Students Who Start School Behind: Powerful Strategies Workshop
Location: Fairfield, NJ
Date: 12/11/18
Cost: \$259.00 per person

Staff Member(s): Jeanine Whitman
Event: SpEd Update: Policy & Procedures Workshop
Location: Ramada Inn, Monroe Township, NJ
Date: 12/12/18
Cost: \$198.94 total (fee - \$169.99 + mileage - \$28.95)

Staff Member(s): Rebecca Santin
Event: Effectively Dealing with Disruptive Students Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 12/17/18
Cost: \$269.00

Staff Member(s): Susan Hacker
Event: Enhancing STEM Learning in the Classroom Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 12/18/18
Cost: \$269.00

Staff Member(s): Molly Livio
Event: Inclusion and Co-Teaching Strategies Workshop
Location: BCSS Educational Enterprises, Paramus, NJ
Date: 1/11/19
Cost: \$90.00

Staff Member(s): Lauren Geleailen
Event: Best Practices in Co-Teaching Workshop
Location: New Brunswick, NJ
Date: 1/16/19
Cost: \$269.00

Staff Member(s): Ashley Messer
Event: Keys to Enhancing Your Effectiveness as a School Nurse Workshop
Location: West Orange, NJ
Date: 1/28/19
Cost: \$269.00

Staff Member(s): Michelle Barshay, Debbie Emma
Event: Making Best Use of Google Classroom Workshop
Location: Wilshire Grand Hotel, West Orange, NJ
Date: 1/31/19
Cost: \$269.00 per person

Staff Member(s): Molly Livio
Event: Tapping Into Sensory Systems to Facilitate Student
Readiness Workshop
Location: BCSS Educational Enterprises, Paramus, NJ
Date: 2/1/19
Cost: \$90.00

Staff Member(s): Jaelyn Franzl
Event: Instructional Strategies to Support Struggling Students Workshop
Location: New Providence, NJ
Date: 2/5/19
Cost: \$135.00

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 2019-2020 Preschool Tuition Rate of \$3,500.

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 following addition to the 2018-2019 Substitute List:

Michele Missonellie	Teacher \$90/day
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 first reading of the following Bylaws/Policies/Regulations:

P5756	Gender Identity and Expression	
Moved by: Dr. Locascio	Seconded by: Mrs. Tedesco	
Ayes: 5	Nays: 0	

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

Brownies Meeting - Second Grade (updated from 10/17/18 BOE approval) Fridays, 3:05-4:15pm Gym: 12/14/18, 1/11/19, 4/12/19, 5/17/19, 6/7/19 Science Room #105: 2/8/19, 3/15/19	
Boy Scouts of America, EF Pack 321 – Pinewood Derby Preset and Weighing Cars: April 12, 2019 – 5:00-7:00pm, Gym Derby Event: April 13, 2019 – 9:00pm-1:00pm, Gym	
Moved by: Dr. LoCascio	Seconded by: Mrs. Tedesco
Ayes: 5	Nays: 0

XII. Business Resolutions

RESOLVED that the Board of Education approves Business Resolution #1.

1. **BE IT RESOLVED THAT** the Essex Fells Board of Education accepts a donation from the Cioce Family in the amount of \$50.00 to be used for scenery supplies for the Essex Fells School Musical.

BE IT FURTHER RESOLVED THAT the following budget line be increased and that the Business Administrator be authorized to administer it:

20-000-100-610-050-01 Essex Fells School Musical Fund \$50.00

Moved by: Dr. LoCascio

Seconded by: Mrs. Tedesco

Ayes: 5

Nays: 0

XII. Public Comment

- Mrs. Fitzgerald thanked the Board Members for all that they do.

XIII. Resolution to Enter Executive Session

The Board convened in Executive Session at 8:17 P.M. to discuss HIB and safety and security. 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. Drogin

Ayes: 5

Nays: 0

XIV. Adjournment

At 9:45 P.M. the Board of Education made a motion to adjourn. The **Regular Monthly Business Meeting** will be held on **Wednesday, December 19, 2018** at 8:45 A.M. in the Superintendent's Office.

Moved by: Dr. LoCascio

Seconded by: Mrs. Huegel

Ayes: 5

Nays: 0

Respectfully submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary