

**THE PUBLIC SCHOOLS OF ESSEX FELLS, NJ
BOARD OF EDUCATION MEETING**

**WEDNESDAY, APRIL 17, 2013
WORKSHOP MEETING – 7:30 P.M. – MEDIA CENTER**

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 2, 2013. Agendas were subsequently mailed to the Clerk of the Borough of Essex Fells, the Progress and the Star Ledger, and posted on the district's web-site.

I. Call to Order – 7:30 P.M.

II. Roll Call

Mrs. Alison Cirenza, Vice-President
Mrs. Carol D'Alessandro
Mr. Peter Hutchinson
Dr. Steven LoCascio, President
Dr. Michele Nitti

III. Flag Salute

**IV. Student Body Liaison Report to the Board of Education
Quinn Delehanty and Kouros Sadeghi**

V. Public Comment

VI. Buildings & Grounds

- Boiler Project Status
- Fire Panel / Carbon Monoxide Installation
- NJ School Boards Inspection Report

VII. Curriculum & Instruction

- NJ ASK
- Evaluation Teacher Training

VIII. Finance

- TD Bank Fees

IX. Policy

X. Personnel (Public Items only)

- Postings for 2013-2014 School Year
- Superintendent Goals

XI. Old Business / Board Discussion

- Safety Improvement Updates
- PSE&G Audit

XII. New Business / Board Discussion

- Oil Tank Remediation Notification

XIII. Public Comment

XIV. Adjournment

RESOLVED that this workshop meeting of the Board of Education be adjourned at ___ P.M.

Moved by:

Seconded by:

Ayes:

Nays:

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Mr. Peter Hutchinson
Dr. Steven LoCascio, President
Dr. Michele Nitti

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President's Report

- Superintendent's Evaluation

VI. Superintendent's Report

- NJ Performance Report

VII. Superintendent's Resolutions

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

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for March 2013 as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$284,207.37 including \$264,356.36 for the gross payroll, \$4,072.55 for the Board’s share of FICA/Medicare and \$15,778.46 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **WHEREAS**, the Board of Education has received the Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of March; and

WHEREAS, in compliance with N.J.A.C.6A:23-2.11(c)3, the Secretary has certified that as of the date of the reports, no budgetary line item account, in accordance with the minimum chart of accounts as established by the New Jersey Department of Education, has obligations and payments which in total exceed the amount appropriated by the Board of Education;

NOW, THEREFORE, BE IT RESOLVED, that in compliance with N.J.A.C.6A:23-2.11(c)4, the Board of Education certifies that, after review of the Secretary’s monthly financial report, and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11(c)4, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year; and

BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 C73, the Board certifies that after review of the Secretary’s monthly financial report and certification, that there are no budgetary transfers that cumulatively exceed 10% that would require the approval of the Commissioner of Education; and

BE IT FURTHER RESOLVED, that the financial reports for the months be accepted and shall become a part of the official minutes of this meeting.

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education approves the Joint Resolution for Participation of Transportation Services with the Sussex County Regional Cooperative for the 2013-2014 school year.

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

6. **RESOLVED** that the Board of Education, after conducting a public hearing, adopts a school district budget for the FY 2013-2014 School Year as follows:

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|-------------------|--------------------|-----------------------|
| General Fund | \$4,728,994.00 | \$4,08,052.00 |
| Special Revenue | 38,344.50 | 0.00 |
| Debt Service Fund | <u>215,197.50</u> | <u>215,197.50</u> |
| Total Budget | \$4,982,536.00 | \$4,297,249.50 |

BE IT FURTHER RESOLVED that there should be raised for General Funds \$4,082,052.00 for the ensuing school year (2013-2014)

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

X. Old Business / Board Discussion

XI. New Business / Board Discussion

XII. Meeting Open for Public Comment

XIII. Resolution to Enter Executive Session

BE IT RESOLVED that the Board shall enter into executive session immediately following this meeting to discuss the Superintendent’s Evaluation and Contract. The items discussed in executive session will be disclosed to the public when the need to maintain their confidentiality no longer exists. No action will be taken.

Moved by: _____ Seconded by: _____
 Ayes: _____ Nays: _____

XIV. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned. The next **Workshop Meeting** of the Board of Education will be held on **Wednesday, May 1, 2013** in the Superintendent’s Office and the next **Regular Meeting** will be held on **Wednesday, May 15, 2013 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Student Enrollment: 2012-2013

| Teacher | Section | Total | M | F |
|--------------------------|---------|------------|------------|------------|
| Mrs. Gann/Ms. Almeida-AM | PS | 13 | 8 | 5 |
| Mrs. Gann/Ms. Almeida-PM | PS | 14 | 9 | 5 |
| Mrs. Emma/Ms. Belmont | KE/B | 19 | 8 | 11 |
| Mrs. Massaro/Mrs. Perry | 1LM | 13 | 6 | 7 |
| Ms. Mitchell | 1KM | 11 | 5 | 6 |
| Mrs. Brutman | 2B | 13 | 3 | 10 |
| Ms. McMahon/Mrs. Hromoko | 2M/H | 13 | 3 | 10 |
| Mrs. Haberman | 3H | 12 | 7 | 5 |
| Mrs. Reynolds/Ms. McLain | 3R/M | 13 | 7 | 6 |
| Mrs. Barshay | 4B | 19 | 6 | 13 |
| Mrs. Hacker/Mrs. Whitman | 4H/W | 19 | 8 | 11 |
| Mrs. Banek/Mrs. Short | 5B/S | 12 | 7 | 5 |
| Ms. Craveiro | 5C | 13 | 8 | 5 |
| Mrs. Buonomo | 6B | 12 | 8 | 4 |
| Ms. Dalton/Ms. Ziccardi | 6D/Z | 15 | 7 | 8 |
| TOTALS | | 211 | 100 | 111 |

Fire Drills: 2012-2013

| Month | Fire Drill | Emergency Drill |
|-----------|------------|------------------------------|
| September | 9/13/12 | Lockdown 9/18/12 |
| October | 10/18/12 | Lockdown 10/25/12 |
| November | 11/20/12 | Shelter in Place 11/29/12 |
| December | 12/18/12 | Lockdown 12/20/12 |
| January | 1/14/13 | Lockdown 1/18/13 |
| February | 2/20/13 | Shelter in Place 2/21/13 |
| March | 3/27/13 | Lockdown with actors 3/21/13 |
| April | 4/10/13 | |
| May | | |
| June | | |

HIB / V&V Report

| As of Date of BOE Meeting | 9/20/12 | 10/17/12 | 11/7/12 | 12/19/12 | 1/16/13 | 2/20/13 | 3/21/13 | 4/17/13 |
|-------------------------------|---------|----------|---------|----------|---------|---------|---------|---------|
| TOTAL # of Reported Incidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of Unfounded Incidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of Founded Incidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

ESSEX FELLS SCHOOL DISTRICT MISSION STATEMENT

The Essex Fells School is a very special public elementary school enrolling boys and girls in preschool through the sixth grades. Pupils enjoy small classes and a total school population of approximately two hundred and fifty.

The size of the school is a wonderful asset as it allows a strong sense of community and offers teachers and pupils many opportunities to form bonds of collegiality, identification and support. It also supports the concept that every adult in the school is responsible for every child.

The comparatively small faculty is also a benefit. The faculty as a whole are the decision making body on all questions of teaching and learning. Teachers find it easy to share experiences and act consistently across pupils' entire academic program. The combined efforts of the staff work to support a pupil centered approach to education.

Essex Fells teachers are encouraged to try new ideas, to work collaboratively with colleagues, and to participate fully in all aspects of schooling.

The mission of the school is etched in the mortar of the original schoolhouse with the words Studies Pass Into Character.

The primary goals of an Essex Fells education include:

1. Developing in all pupils the capacity to think critically and communicate effectively through a mastery of written and spoken English.
2. Motivating all pupils to recognize and develop their academic abilities in order to build character and to achieve their full potential.
3. Teaching children to value themselves, their peers and their teachers.
4. Establishing a respect for and a strong sense of responsibility to the physical, social, and aesthetic world around them.
5. Nurturing a love of country and a pride in our American heritage and citizenship.
6. Communicating a love of scholarship and continued interest in life-long learning.
7. Insuring all pupils will achieve the New Jersey Core Curriculum Content Standards at all levels.

To secure these common goals, the Essex Fells staff of professional educators recognizes that the collaborative engagement of the children in the learning process is the key to intellectual development. Dedicated teachers create classrooms that are alive with cooperative learning activities and child-centered problem solving routines. Children are encouraged to explore, to question, to make decisions, and to express opinions in a supportive learning environment. Teachers also model their own commitment to learning by continuing to earn advanced degrees. On-going professional development is acknowledged as the foundation for promoting outstanding pupil achievement.