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

MONDAY, MARCH 26, 2018 PUBLIC 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 as of March 20, 2018. Agendas were 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. Shani Drogin, President

Mrs. Kris Huegel, Vice-President

Mrs. Bethany Buccino Dr. Steven LoCascio Mrs. Debra Tedesco

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President's Report

VI. Superintendent's Report

- April 4 BOE Workshop Meeting Cancel or Reschedule
- Residency Update
- Safety and Security
- Code of Conduct / HIB
- Discipline Report
- School Bus Evacuation Drill

VII. Old Business / Board Discussion

- NJDOE Consolidated On-Site Federal Program Monitoring Visit for 3/27-29/18 is Cancelled
- Policy Discussion
 - P&R7510 Use of School Facilities

VIII. New Business / Board Discussion

- NJ General Assembly Resolution 178
- Caldwell University Tuition Discount
- Out-of-District Transportation
- Policy Discussion
 - P7250 School and Facility Names (not in EFS Policy Manual)

IX. Superintendent's Resolutions

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

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): Laurie Fischer

Event: Enhance Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits, Attention Deficit Disorder, and

Language Processing Workshop

Location: Embassy Suites, New Brunswick, NJ

Date: 4/18/18

Cost: \$275.04 Total (\$249.00 Fee + \$26.04 Mileage)

Staff Member(s): Debbie Emma

Event: Enhance Math Instruction Workshop

Location: Essex Fells School

Date: Online Cost: \$139.00

Staff Member(s): Debbie Emma

Event: Response to Intervention Workshop

Location: Essex Fells School

Date: Online Cost: \$139.00

Moved by: Seconded by:

Ayes: Nays:

2. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the revised 2017-2018 school calendar.

NOTES: Calendar Attached

Moved by: Seconded by:

Ayes: Nays:

X. Business Administrator's Report

Budget Update

XI. 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:

Executive Session Minutes	12/6/17
Executive Session Minutes	1/3/18
Regular Meeting Minutes	1/17/18
Executive Session Minutes	1/17/18
Workshop Minutes	2/7/18

Moved by: Seconded by:

Ayes: Nays:

2. **RESOLVED** that the Board of Education approves bills and claims for March in the total amount of \$192,010.84, as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for February as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$319,835.21 including \$298,107.48 for the gross payroll, \$4,257.06 for the Board's share of FICA/Medicare and \$17,470.70 for the State's share of FICA/Medicare.

Moved by: Seconded by:

Ayes: Nays:

3. 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 January;

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:

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

Moved by: Seconded by:

Ayes: Nays:

5. BE IT RESOLVED that the Essex Fells Board of Education in the County of Essex, New Jersey, approves the 2018-19 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	Local Tax Levy
General Fund:	\$5,281,688.00	\$4,836,633.00
Special Revenue:	57,741.50	0.00
Debt Service:	0.00	0.00
TOTAL:	\$5,339,429.50	\$4,836,633.00

BE IT FURTHER RESOLVED that included in the budget is the use of automatic enrollment adjustment in the amount of \$137,000.00

RESOLVED that the Essex Fells Board of Education approve the total travel expenditures for the District at a maximum of \$20,000.00 for the 2018-19 school year; and

RESOLVED that the Business Administrator keep an accounting of all expenditures to ensure compliance with the approved amount; and

RESOLVED that the Essex Fells Board of Education hereby, approves the withdrawal of \$35,000.00 from the Capital Reserve to be appropriated in the 2018-19 school year budget for the following purpose:

Toilet Room, Classroom & Misc. Renovation

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent and Business Administrator/Board Secretary to submit the preliminary budget to the Essex County Executive Superintendent of Schools for review and approval, to advertise the preliminary budget in the district's official newspaper, and establish a public presentation and adoption of the final budget for the 2018-2019 school year on May 2nd, 2018 at 7:30 P.M. in the Media Center of the Essex Fells School.

1	t 7:30 P.M. in the Media Center of the	,
	Moved by:	Seconded by:
	Ayes:	Nays:
Meeting Ope	en for Public Comment	
	Enter Executive Session	ava autius assaisus imma distalu
	PLVED that the Board shall enter into smeeting to discuss personnel, legal n	•
•	ed in Executive Session will be disclosed.	
	confidentiality no longer exists.	sea to the public when the need to
manifesti tilon	community no longer exists.	

Seconded by:

Ayes: Nays:

Moved by:

XIV. Adjournment

XII.

XIII.

BE IT RESOLVED that this public meeting of the Board of Education be adjourned. The next <u>Workshop Meeting</u> will be held on <u>Wednesday</u>, <u>April 4</u>, <u>2018</u>, at 7:30 P.M. in the Superintendent's Office. The <u>Regular Meeting will be held on April 18</u>, <u>2018</u>, at 7:30 P.M. in the Media Center.

Moved by: Seconded by:

Ayes: Nays:

Enrollment Count: 2017-2018

Teacher	Section	Total	М	F	
Mrs. Quinn/Ms. Burger	PS/AM	14	7	7	
Mrs. Quinn/Ms. Burger	PS/PM	11	9	2	
Mrs. Gann/Mrs. Takkel	KG/T	15	7	8	
Ms. Livio	KL	16	8	8	
Mrs. Brutman	1B	13	6	7	
Ms. Mitchell/Mrs. Hromoko	1M/H	13	7	6	
Mrs. Fitzgerald/Mrs. MacKenzie	2F/M	19	9	10	
Mrs. Massaro	2M	19	8	11	
Ms. Liebler	3L	18	10	8	
Mrs. Vetere/Ms. Geleailen	3V/G	18	10	8	
Mrs. Banek/Ms. Franzi	4B/F	15	10	5	
Mrs. Hacker	4H	15	10	5	
Ms. Cervino	5C	10	3	7	
Ms. Craveiro/Ms. Kowalski	5C/K	11	3	8	
Mrs. Buonomo/Ms. Gomez	6B/G	12	5	7	
Mrs. Christopher	6C	11	6	5	
TOTAL		230	118	112	
Out-of-District		3*			
FINAL TOTALS		233			

^{*}Total includes 3 out-of-district students

Fire Drills: 2017-2018

Month	Fire Drill	Emergency Drill
September	9/4/17	Lockdown 9/19/17
October	10/17/17	Shelter in Place 10/25/17
November	11/7/17	Lockdown 11/27/17
December	12/19/17	Shelter in Place 12/22/17
January	1/19/18	Lockdown 1/29/18
February	2/23/28	Evacuation to Bleachers 2/27/18
March	3/23/18	
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting	10/18/17	11/15/17	1/17/18	2/21/18	3/26/18			
TOTAL # of Reported Incidents	2	0	1	0	1			
Number of Unfounded Incidents	2	0	1	0	0			
Number of Founded Incidents	0	0	0	0	1			
Violence & Vandalism Incidents	0	0	0	0	2			

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 Student Learning 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.