

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

WEDNESDAY, NOVEMBER 15, 2023

REGULAR 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 January 4th, 2023. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, and the Star Ledger.

I. Call to Order – 7:30 P.M.

II. Roll Call

Mrs. Amanda Haber, President
Mr. John Toth, Vice-President
Mr. Raj Mehta
Mrs. Caragh Lavoie
Mrs. Jacquelyn Burke

III. Flag Salute

IV. President’s Report

V. Public Comment on Agenda Items Only

VI. Superintendent’s Report

- American Education Week Parent Visitation
- EFFEE Variety Show
- Staff Years of Service Recognition
- 6th Grade vs. Faculty Volleyball Game
- Happy Thanksgiving
- PTA Holiday Shoppe

VII. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01–08.

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): Stefania Focarino
Event: Increase All Your Students Learning with Practical, Timesaving Workstations, PK and Kindergarten
Location: Virtual
Date: 11/17/23
Cost: \$159.00

Staff Member(s): Jessica Lodato
Event: Motivating the Unmotivated
Location: Virtual
Date: 12/8/23
Cost: \$279.00

Staff Member(s): Jessica Lodato
Event: Improving Emotional Well-Being of Your Students to Increase Challenging Behavior and Increase Learning
Location: Virtual
Date: 1/12/24
Cost: \$279.00

Staff Member(s): Jessica Scoras
Event: Differentiated Instruction in Guided Reading
Location: Virtual
Date: 12/4/23
Cost: \$159.00

Staff Member(s): Jessica Scoras
Event: Differentiating Instruction in Whole Group Instruction
Location: Virtual
Date: 1/23/24
Cost: \$159.00

Staff Member(s): LeeAnn Smith
Event: Behavioral Threat Assessment and Management Best Practices for A Defensible Process and Special Education Considerations
Location: Randolph, NJ
Date: 11/17/23
Cost: \$19.36

Staff Member(s): LeeAnn Smith
Event: Comprehensive Assessment for Intervention
Location: Virtual
Date: 1/25/24 & 1/26/24
Cost: \$275.00

Staff Member(s): Nicole Axentiou
 Event: Increase All Your Student’s Learning with Practical, Timesaving Workstations, Pk-Kindergarten
 Location: Virtual
 Date: 11/20/23
 Cost: \$159.00

Staff Member(s): Kristen Kowalski
 Event: Strengthening Students Writing Skills
 Location: Virtual
 Date: 1/18/24
 Cost: \$279.00

Moved by: Seconded by:
 Ayes: Nays:

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the EFS Remote Learning Plan for the 2023-2024 school year.

Moved by: Seconded by:
 Ayes: Nays:

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 Safety Team/Culture Climate Committee:

Michelle Gadaleta	Superintendent/Principal
Rebecca Santin	HIB Representative
Laura Quinn	Teacher Representative
Katie MacKenzie	Teacher Representative
Sue Hacker	Teacher Representative
Lisa Massaro	Teacher Representative
Dorotea Banek	Teacher Representative
Tracie Wieczorek	Teacher Representative
Mary Renz	Nurse/Teacher Representative
*Ilyse Negrin	PTA Representative
Paige Daniels	Foundation Representative
*Updated panel member	

Moved by: Seconded by:
 Ayes: Nays:

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

3rd Grade Cub Scouts Meeting’s
 Gymnasium/Fields – 3:05pm-4:15pm

1/26/24, 2/23/24, 3/22/24, 4/26/24

Moved by:

Seconded by:

Ayes:

Nays:

5. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following stipend positions for the 2023-2024 school year at the contractual rate:

Lisa Massaro Student Council - \$600

Moved by:

Seconded by:

Ayes:

Nays:

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 School Self-Assessment for Determining Grades for the Anti-Bullying Bill of Rights Act.

Moved by:

Seconded by:

Ayes:

Nays:

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Alison Cirenza, Substitute teacher, for the 2023-2024 school year pending the usual criminal history and background check for new hires.

Moved by:

Seconded by:

Ayes:

Nays:

8. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Margaret DeVivo, Paraprofessional, for the 2023-2024 school year, beginning on November 27th, 2023, at the pro-rated salary of \$21,652.12, pending the usual criminal history and background check for new hires.

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- 2024-2025 Budget Development
- 2022-2023 Audit Update
- November 7, 2023, BOE Election Results

IX. Business Resolutions

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

- 1. **RESOLVED** that the Board of Education accepts the minutes of the following meeting(s):

Regular Meeting Minutes October 18, 2023
 Executive Meeting Minutes October 18, 2023

Moved by: Seconded by:
 Ayes: Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for November in the amount of \$315,981.38, as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for October as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$379,117.48 including \$353,971.41 for the gross payroll, \$6,039.80 for the Board’s share of FICA/Medicare and \$19,106.27 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 September;

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 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 October as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

- 5. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY '23 through FY '25 and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education approves the withdrawals from Capital Reserve for the following purposes:

Classroom HVAC/Thermostat Updates	\$14,720.00
Security Vestibule	\$16,688.00
Parking Lot Dumpster Paving	\$9,800.00
Sidewalk Paving	\$10,000.00
Courtyard Paving	\$44,000.00
Track Paving (balance remaining)	\$21,653.75
*Recorded as of September 30, 2023	

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- 2024-2025 Calendar
- Safe Return Plan 23-24
- Remaining 2023 BOE Meeting Dates

XI. New Business / Board Discussion

- Impact Parents

XII. 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 negotiations and 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:

Seconded by:

Ayes:

Nays:

XIV. Adjournment

RESOLVED that this public meeting of the Board of Education be adjourned at ___ P.M. The next workshop meeting of the Board of Education will be held on **Wednesday, November 29, 2023, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

November 15, 2023

2023-2024

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	5	9
Mrs. Burger/Ms. Wiezcorek	PS/PM	11	4	7
Mrs. Focarino/Scoras	KFS	19	11	8
Mrs. Fornini	KF	18	11	7
Mrs. Brutman/Mrs. Hromoko	1BH	13	7	6
Mrs. Gann	1G	13	7	6
Ms. Duarte	2D	15	7	8
Mrs. Quinn/Mrs. Takkel	2QT	16	7	9
Mrs. Fitzgerald	3F	20	8	12
Ms. Kowalski/Mrs. MacKenzie	3KM	19	8	11
Mrs. Banek/Mrs. Lodato	4BL	15	11	4
Mrs. Hacker	4H	14	10	4
Ms. Jaworski	5J	15	6	9
Mrs. Latino/Mrs. Brzostowski	5TB	15	6	9
Mrs. Santalla/Mrs. Carroll	6SC	15	8	7
Mr. Manlapid	6M	15	8	7
TOTAL		247	124	123
Out-of-District	*	3		
FINAL TOTALS		250		

*Total includes 3 out-of-district students.

9/11/2023

Fire Drills: 2023-2024

Month	Fire Drill	Emergency Drill
August	August 17, 2023 – Fire Extinguisher Training MVG/SL	August 31, 2023 – 911 call
September	September 13, 2023	September 14, 2023 – Shelter in Place with EFPD
October	October 17, 2023	October 16, 2023 – Lockdown with EFPD via Share 911
November	November 7, 2023	
December		
January		
February		
March		
April		
May		
June		
July	July 31, 2023	July 31, 2023 – Silent Alarm Drill with EFPD

HIB / V&V Report

As of Date of BOE Meeting	9/6	9/20	10/4	10/18	11/1	11/15									
TOTAL# of Reported Incidents	0	0	0	0	1	0									
Number of Unfounded Incidents	0	0	0	0	1	0									
Number of Founded Incidents	0	0	0	0	0	0									
Violence & Vandalism Incidents	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. Ensuring 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.