

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

WEDNESDAY, FEBRUARY 16, 2022

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 5th, 2022. 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
Mrs. Kris Huegel
Mr. Raj Mehta
Mr. Theodore Skopak

III. Flag Salute

IV. President’s Report

V. Public Comment on Agenda Items Only

VI. Superintendent’s Report

- Mask Mandate/Travel Quarantine
- Roof Referendum

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 –10.

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): Kristin Gann
Event: 2022 NJECC Annual Technology Conference
Location: Virtual
Date: 3/9/2022
Cost: \$0.00

Staff Member(s): Molly Livio
Event: 2022 NJECC Annual Technology Conference
Location: Virtual
Date: 3/9/2022

Cost: \$0.00
Staff Member(s): Katie McNish
Event: 2022 NJECC Annual Technology Conference
Location: Montclair State University
Date: 3/8/2022 - 3/9/2022
Cost: \$4.76

Staff Member(s): Monica Craveiro
Event: 2022 NJECC Annual Technology Conference
Location: Montclair State University
Date: 3/8/2022
Cost: \$4.06

Staff Member(s): Monica Craveiro
Event: 1XL Live
Location: Elizabeth, NJ
Date: 3/31/2022
Cost: \$91.76

Staff Member(s): LeeAnn Smith
Event: Intro to Neuroeducation
Location: Virtual
Date: TBD
Cost: \$249.00

Staff Member(s): Rebecca Santin
Event: Expressive Therapies Summit: Creativity & The Arts in Healing
Location: Virtual
Date: 3/24/22 & 3/26/22
Cost: \$136.00

Staff Member(s): Rebecca Santin
Event: 12th Annual School Climate and Anti-Bullying
Location: Virtual
Date: 3/24/22 & 3/26/22
Cost: \$136.00

Staff Member(s): All Teachers and Paraprofessionals
Event: Dyslexia
Location: EFS
Date: 2/22/2022
Cost: \$1,200.00

Staff Member(s): All Staff
Event: CPR/AED Certification
Location: EFS
Date: 9/7/2022
Cost: \$1,925.00

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Dr. Debora L. Buzinkai for the 2021-2022 school year for the following evaluations:

Dyslexia Evaluation	\$1,500
Dysgraphia Evaluation	\$1,500
Dyscalculia Evaluation	\$1,500
Psychological Evaluation (social-emotional only)	\$600
Cognitive Assessment (IQ only)	\$500
Complete Neuropsychological Evaluation	\$2,500 (and +)

*Evaluations can take place at either Dr. Buzinkai’s office or at the school. Please note, each visit to the school will incur an additional fee of \$150.

Moved by:

Seconded by:

Ayes:

Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading of the following bylaws/regulations/policies:

P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
P 2451	Adult High School (M) (Revised)
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (New)
P 2622	Student Assessment (M) (Revised)
R 2622	Student Assessment (M) (New)
P 3233	Political Activities (Revised)
P 5460	High School Graduation (M) (Revised)
P 5541	Anti-Hazing (M) (New)
P 7540	Joint Use of Facilities (Revised)
P & R 8465	Bias Crimes and Bias-Related Acts (M) (Revised)
P 9560	Administration of School Surveys (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

9. **BE IT RESOLVED** that the Essex Fells Board of Education (hereinafter referred to as the "Board") appoints Dr. Michelle V. Gadaleta, as the Superintendent of Schools for the Essex Fells School District for the period beginning on July 1, 2022 and ending on June 30, 2027.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Dr. Gadaleta for the position of Superintendent of Schools for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and Dr. Gadaleta.

Moved by:

Seconded by:

Ayes:

Nays:

10. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Sonia Lawson, Substitute Custodian at rate of \$20.00 per hour for the school year 2021-2022.

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- ARP-ESSER: Emergency Relief Homeless Children and Youth Funding (ARP-HCY)
- Title 1 Funding – 2022-23
- Budget 22-23 Update

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 January 5th, 2022

Executive Session Minutes January 5th, 2022

Regular Meeting Minutes January 19th, 2022

Executive Session Minutes January 19th, 2022

Special Meeting Minutes January 26th, 2022

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for February in the amount of \$255,938.78 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for January as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$455,506.50, including \$424,393.08 for the gross payroll, \$5,863.32 for the Board’s share of FICA/Medicare and \$25,250.10 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 January as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:	Seconded by:
Ayes:	Nays:

- 4. **WHEREAS**, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Essex Fells Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;

- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG’s Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

Moved by:

Seconded by:

Ayes:

Nays:

5. BE IT RESOLVED BY The Board of Education of the Borough of Essex Fells in the County of Essex, New Jersey (the “Board”) (not less than a majority of the full membership of the Board concurring) as follows:

- 1. The following bond proposal (the "Proposal"), shall be submitted to the legal voters of the School District at a special School District election (the "Election") to be held on Tuesday, March 8, 2022 commencing at 6:00 a.m. for the purposes hereinafter provided.

The polls shall remain open until 8:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot. The form of the Proposal will read substantially as follows except as otherwise may be set forth herein:

BOND PROPOSAL QUESTION

The Board of Education of the Borough of Essex Fells in the County of Essex, New Jersey is authorized (a) to replace the roof at Essex Fells Elementary School, including any related work; and (b) to appropriate \$1,045,000, partially funded by \$445,000 available from the Board’s capital reserve fund, and to issue bonds in an amount not to exceed \$600,000.

The final eligible costs for the project approved by the New Jersey Commissioner of Education are \$1,045,000. The project includes \$0 for school facility construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the project.

Do you approve Bond Proposal Question?

2. The Board hereby approves and adopts the Proposal set forth above and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same as described therein (the “Project”). The Board authorizes the Business Administrator/Board Secretary, consistent with any advice received from bond counsel, to revise the proposal, if necessary, prior to the Election to conform to any applicable legal requirements.

3. The Board hereby acknowledges and confirms that, in accordance with the requirements of N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-17, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough of Essex Fells, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the office of the Borough Clerk, in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution, and will be filed in the office of the Director of the Division of Local Government Services, State of New Jersey, Department of Community Affairs prior to the date of the Election.

4. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the Proposal to the voters at the Election and to seek the assistance of the county officials and the municipal clerk in conducting the Election.

5. The Board hereby: (i) accepts the determination of Preliminary Eligible Costs as set forth in the letter from the New Jersey Department of Education and agrees not to appeal such determinations made therein; (ii) determines to construct the Project itself; (iii) agrees to locally fund any excess costs, if any; and (iv) delegates the supervision of the Project to the Business Administrator/Board Secretary.

6. EI Associates, the School District’s appointed architect for the Project (the “Project Architect”), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has been delegated the responsibility to work with the Project Architect for this purposes on behalf of the Board, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.

7. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel, and the Project Architect, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.

8. This Board hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering of private placement or through a conduit borrower on a tax exempt basis. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the “Code”), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board hereby declares its intent to issue bonds or notes in the amount set forth in the Proposal approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the Projects authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations 1.150-2 or any successor provisions of federal income tax law,

9. This resolution shall take effect immediately.

6. WHEREAS, the Essex Fells Board of Education has been allocated funds through The American Rescue Plan - Homeless Children and Youth (ARP-HCY) II Program, and

WHERAS, Essex Fells was allocated \$370.00,

And

WHERAS, in order to comply with the Requirements of ARP-HCY if the district’s allocation is less than \$5,000.00, the Board of Education must select one of the following:

- join a regional consortium to utilize the funding
- choose to decline the funding

NOW THEREFORE BE IT RESOLVED that the Essex Fells Board of Education will decline the American Rescue Plan – Homeless Children and Youth (ARP-HCY) II Program

funding allocation in the amount of \$370.00 and authorizes the District’s School Business Administrator and Superintendent to complete the process required on the district’s behalf.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Preschool/Kindergarten Enrollment 2022-2023
- Policy 8601 School Dismissal
- BOE Meeting Live Stream
- Gaggle Update

XI. New Business / Board Discussion

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 personnel. 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 meeting of the Board of Education will be held on **Wednesday, March 2, 2022 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

February 16, 2022

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiecek	PS/AM	14	10	4
Mrs. Burger/Ms. Wiecek	PS/PM	13	6	7
Mrs. Gann	KG	15	7	8
Ms. Livio	KL	16	7	9
Mrs. Brutman	1B	19	10	9
Ms. Mitchell/Mrs. Hromoko	1MH	19	7	12
Ms. Duarte	2D	13	9	4
Mrs. Quinn/Mrs. Takkel	2QT	15	11	4
Mrs. Fitzgerald/Mrs. MacKenzie	3FM	16	7	9
Ms. Kowalski	3K	14	5	9
Mrs. Banek/Ms. Butler	4BB	16	9	7
Mrs. Hacker	4H	15	7	8
Ms. Craveiro	5C	15	7	8
Mrs. Truchel/Mrs. Brzostowski	5TB	15	8	7
Mrs. Criscione/Mrs. Carroll	6CC	19	9	10
Ms. Myers/Mr. Manlapid	6MM	20	9	11
TOTAL		254	128	126
Out-of-District		3		
FINAL TOTALS		257		

*Total includes 3 out-of-district students.

1/10/2022

Fire Drills: 2021-2022

Month	Fire Drill	Emergency Drill
September	9/20/21	Shelter in Place 9/22/21
October	10/29/21	Walkie Talkie Check 10/27/21
November	11/11/21	Lockdown 11/12/21
December	12/21/21	Safety Drill 12/23/21
January	1/25/22	Shelter in Place/Walkie Talkie 1/28/22
February		
March		
April		
May		
June		
July	7/27/21	7/27/21

HIB / V&V Report

As of Date of BOE Meeting	10/6	10/20	11/17	12/1	1/5/22	1/19/22	2/2/22	2/16/22				
TOTAL # of Reported Incidents	0	0	0	0	0	0	0	0	0	0	0	0
Number of Unfounded Incidents	0	0	0	0	0	0	0	0	0	0	0	0
Number of Founded Incidents	0	0	0	0	0	0	0	0	0	0	0	0
Violence & Vandalism Incidents	0	0	0	0	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. 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.