

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

WEDNESDAY, MARCH 17, 2021

REGULAR MEETING – 7:30 P.M. – VIRTUAL

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 8, 2021. 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. Kris Huegel, President
Dr. Steven LoCascio, Vice-President
Mrs. Amanda Haber
Mr. Raj Mehta
Mr. Theodore Skopak

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President’s Report

VI. Superintendent’s Report

- COVID19 Update
- Social, Cultural and Religious Sensitivity
- Parent/Teacher Conferences
- September 2021 Opening
- Spring Break Travel Quarantine Student Work

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 – 04

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): Molly Livio
Event: Distance Learning in Kindergarten: Successful, Practical Strategies
Location: Virtual
Date: 3/4/21
Cost: \$279.00

Staff Member(s): Laura Quinn
Event: NJECC
Location: Virtual
Date: 3/9/21
Cost: \$0.00

Staff Member(s): Sara Christopher
Event: NJECC
Location: Virtual
Date: 3/10/21
Cost: \$0.00

Staff Member(s): Nicole Criscione
Event: NJECC
Location: Virtual
Date: 3/10/21
Cost: \$0.00

Staff Member(s): Kristen Kowalski
Event: Cutting Edge Tools & Strategies for Teaching Science
Location: Virtual
Date: 3/15/21
Cost: \$279.00

Staff Member(s): Katherine Vetere
Event: Co-Teaching Conference A3, A4, B3, B4
Location: Virtual
Date: 3/22/21
Cost: \$289.00

Staff Member(s): Jaclyn Franzi
Event: Strategies / Significantly Increase Students Writing Skills
Location: Virtual
Date: 3/22/21
Cost: \$149.00

Staff Member(s): Lauren Brzostowski
Event: Practical Cutting-Edge Interventions for Improving Executive
Function Skills in Students
Location: Virtual
Date: 4/20/21
Cost: \$165

Staff Member(s): Shannon Maloney
Event: Best Practices in Co-Teaching Effective Strategies and Realistic
Solutions for Inclusive Classrooms (Grades 1-12)
Location: Virtual
Date: 4/22/21
Cost: \$279.00

Staff Member(s): Danielle Butler
Event: Teacher Wellbeing Summit – Nurturing Body, Mind and Soul
Location: Virtual
Date: N/A (own time)
Cost: \$85.00

Staff Member(s): Dorotea Banek
Event: Teacher Wellbeing Summit – Nurturing Body, Mind and Soul
Location: Virtual
Date: N/A (own time)
Cost: \$85.00

Staff Member(s): Sue Hacker
Event: Teacher Wellbeing Summit – Nurturing Body, Mind and Soul
Location: Virtual
Date: N/A (own time)
Cost: \$85.00

Staff Member(s): Lauren Brzostowski
Event: Teacher Wellbeing Summit – Nurturing Body, Mind and Soul
Location: Virtual
Date: N/A (own time)
Cost: \$85.00

Staff Member(s): Laura Brutman
Event: Distance Learning – Strengthening Your Online Instruction With
First Grade Students
Location: Virtual
Date: N/A
Cost: \$279.00

Staff Member(s): Kristen Gann
Event: Best Cutting-Edge Strategies for Kindergarten
Location: Virtual
Date: N/A
Cost: \$279.00

Staff Member(s): Rosalie Takkel
Event: Helping Students Who Start School Behind
Location: Virtual
Date: N/A
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 Use of Facilities Request for the following:

Spring 2021 Soccer Practice and Games
 March 21 – September 6, 2021
 Sunday’s

Moved by: Seconded by:

Ayes: Nays:

3. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Jennifer Sullivan, Half-Day Paraprofessional for March 29, 2021 thru June 30, 2021 at a prorated salary of \$4,081.00 for the school year 2020-2021 :

Moved by: Seconded by:

Ayes: Nays:

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

- P0145 Board Member Resignation and Removal (M) Revised
- P0164.6 Remote Public Board Meetings During A Declared Emergency (M) (New)
- P1642 Earned Sick Leave Law (M) (Revised)
- P1643 Family Leave (M) (New)
- P3431.1 Family Leave (M) Abolished)
- P4431.1 Family Leave (M) (Abolished)
- P3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P5330.01 Administration of Medical Cannabis (M) (Revised)
- R5330.01 Administration of Medical Cannabis (M) (Revised)
- P7425 Lead Testing of Water in Schools (M) (Revised)
- P7425 Lead Testing of Water in Schools (M) (New)
- P7430 School Safety (M) (Abolished)
- R7430 School Safety (M) (Abolished)
- P2415 Every Student Succeeds Act (M) (Revised)
- P2415.01 Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
- P2415.02 Title I – Fiscal Responsibilities (M) (Revised)
- P2415.03 Highly Qualified Teachers (M) (Abolished)
- P2415.05 Student Survey, Analysis, and/or Evaluations (M) (Revised)
- P2415.20 Every Student Succeeds Act Complaints (M) (Revised)\
- R2415.20 Every Student Succeeds Act Complaints (M) (Revised)\

- P4125 Employment of Support Staff Members (M) (Revised)
- P6360 Political Contributions (M) (Revised)
- P8330 Student Records (M) (Revised)
- P9713 Recruitment by Special Interest Groups (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- 2021-22 Budget Update

IX. 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 meeting(s):

Regular Meeting Minutes	1/20/21
Executive Session Minutes	1/20/21
Regular Meeting Minutes	2/3/21
Executive Session Minutes	2/3/21
Regular Meeting Minutes	2/17/21
Executive Session Minutes	2/17/21

Moved by:

Seconded by:

Ayes:

Nays:

2. RESOLVED that the Board of Education approves bills and claims for March in the amounts of **\$196,325.50** 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 \$372,301.70, including \$346,871.48 for the gross payroll, \$5,518.78 for the Board’s share of FICA/Medicare and \$19,911.44 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 2021-22 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$5,978,492.99	\$5,490,708.99
Special Revenue:	\$217,553.00	0.00
Debt Service:	<u>0.00</u>	<u>0.00</u>
TOTAL:	\$6,196,045.99	\$5,490,708.99

BE IT FURTHER RESOLVED that included in the budget is the use of an enrollment adjustment in the amount of \$53,000.00

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 2021-22 school year; and

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

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 2021-2022 school year virtually on May 5th, 2021 at 7:30 P.M.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Fully Remote Program

XI. New Business / Board Discussion

- Borough of EF Traffic Study for possible new traffic pattern - September 2021

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, legal matters, and negotiations. 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 Regular Meeting of the Board of Education will be held on Wednesday, April 21, 2021 at 7:30 P.M. virtually.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

March 17, 2021

2020-2021

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Duarte	PS/AM	14	10	4
Mrs. Burger/Ms. Duarte	PS/PM	14	6	8
Mrs. Gann	KG	16	6	10
Ms. Livio/Mrs. Takkel	KL/T	17	8	9
Mrs. Brutman	1B	13	9	4
Mrs. Hromoko	1H	13	10	3
Ms. Mitchell/Mrs. MacKenzie	2M/M	15	7	8
Mrs. Quinn	2Q	14	6	8
Ms. Franzi	3F	16	8	8
Ms. Kowalski/Ms. Wieczorek	3K/W	15	8	7
Mrs. Banek/Mrs. Brzostowski	4B/B	15	7	8
Mrs. Hacker/Ms. Butler	4H/B	15	8	7
Ms. Craveiro/Mrs. Vetere	5C/V	19	8	11
Mrs. Truchel/Ms. Maloney	5T/M	20	9	11
Mrs. Buonomo/Mrs. Criscione	6B/C	16	8	8
Mrs. Christopher/Ms. Myers	6C/M	18	12	6
TOTAL		250	130	120
Out-of-District		4		
FINAL TOTALS		254		

*Total includes 4 out-of-district students.

Fire Drills: 2020-21

Month	Fire Drill	Emergency Drill
September	9/21/20	Walkie-Talkie Check 9/18/20
October	10/9/20	Trespassing on Property 10/23/20
November	11/16/20	Emergency Call System Test 11/13/20
December*	12/10/20	Fire Drill Lesson 12/15/20
January	1/12/21	Security Drill 1/13/21
February	2/25/21	Silent Alarm 2/26/21
March	3/12/21	Silent Alarm 3/5/21
April		
May		
June		

*Drills scheduled prior to remote environment

HIB / V&V Report

As of Date of BOE Meeting	9/23/20	10/21/20	11/18/20	12/16/20	1/20/21	2/17/21	3/17/21						
TOTAL # of Reported Incidents	0	0	0	0	0	0	0						
Number of Unfounded Incidents	0	0	0	0	0	0	0						
Number of Founded Incidents	0	0	0	0	0	0	0						
Violence & Vandalism Incidents	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.