

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

WEDNESDAY, MARCH 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

- Referendum
- Musical
- Parent/Teacher Conferences

VII. Superintendents 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): John Thomas
Event: NJ School Buildings & Grounds
Location: Atlantic City, NJ
Date: 3/21/22-3/23/22
Cost: \$427.00

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:

EF Pack 321 Cub Scouts - Pinewood Derby
4/8/22 – 5:30pm-8:30pm
Gymnasium

Moved by:

Seconded by:

Ayes:

Nays:

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

1st Grade Cub Scouts Nature Hike
4/13/22 – 3:05pm-3:30pm
Snack at picnic tables before hike in the Glen

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 for the following:

WEFC Soccer (Games & Practices)
4/1/2022 – 6/20/2022
Fields

Moved by:

Seconded by:

Ayes:

Nays:

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

EFFEE – Spring 2022 Enrichment
4/5/2022 – 6/2/2022
Gymnasium & Fields

Moved by:

Seconded by:

Ayes:

Nays:

6. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition to the 2021-22 Field Trips List:

Kubert School of Cartoon and Graphic Design

Moved by:

Seconded by:

Ayes:

Nays:

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Judy Longthorne, Substitute Teacher for the school year 2021-2022.

Moved by:

Seconded by:

Ayes:

Nays:

8. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the extension of Susan FitzGibbon as 6th Grade Temporary Teacher, BA Step 1, through March 29, 2022 for the 2021-22 school year at a prorated salary of \$4,532.80.

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- 2021-22 Audit
- 2022-23 Budget – Tentative Submission

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	February 2 nd , 2022
Executive Session Minutes	February 2 nd , 2022
Regular Meeting Minutes	February 16 th , 2022
Executive Session Minutes	February 16 th , 2022
Regular Meeting Minutes	March 2 nd , 2022
Executive Session Minutes	March 2 nd , 2022

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for February in the amount of \$184,476.27 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 \$362,063.91, including \$337,455.58 for the gross payroll, \$5,247.76 for the Board’s share of FICA/Medicare and \$19,360.57 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 2022-23 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$6,560,497.14	\$5,573,001.14
Special Revenue:	\$359,506.20	0.00
Debt Service:	<u>0.00</u>	<u>0.00</u>
TOTAL:	\$6,920,003.34	\$5,573,001.14

BE IT FURTHER RESOLVED that included in the budget is the use of banked cap in the amount of \$27,400.00 **to address out of district placement**

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 2022-23 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 2022-2023 school year on May 4th, 2022 at 7:30 P.M.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Increased Patrol EFPD/Grounds and Tents
- Health Update
- Policy 8601 School Dismissal

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 safety/security 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 meeting of the Board of Education will be held on **Wednesday, April 6, 2022 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

March 16, 2022

2021-2022

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	10	4
Mrs. Burger/Ms. Wiezcorek	PS/PM	14	6	8
Mrs. Gann	KG	15	7	8
Ms. Livio	KL	15	7	8
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	16	8	8
Mrs. Truchel/Mrs. Brzostowski	5TB	15	8	7
Mrs. Criscione/Mrs. Carroll	6CC	19	9	10
Mr. Manlapid/Mrs. Lodato	6ML	20	9	11
TOTAL		255	129	126
Out-of-District		3		
FINAL TOTALS		258		

*Total includes 3 out-of-district students.

3/1/2022

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	2/23/22	Shelter in Place 2/28/22
March		Lockdown 3/15/22
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	3/2/22	3/16/22		
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.