

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

WEDNESDAY, MARCH 20, 2024

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 3rd, 2024. 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

- Solar Eclipse
- MP2 Report Cards
- Spring Break 3/29-4/8

VII. Superintendent’s 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): Erica Santalla
 Event: 50 Best Strategies For Teaching ELA
 Location: Virtual
 Date: 3/21/24
 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 Use of Facilities Request for the following:

Cub Scouts - Kindergarten
 4/22/24 & 5/13/24
 3:05pm – 4:15pm
 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:

EFRD – All Sports Clinic K-2
 3/25/24 - 5/23/24
 5:00pm – 6:00pm
 Gymnasium

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
 4/1/24 - 6/20/24
 Around EFRD baseball schedule
 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 extension for the following:

EFFEE - Spring 2024 Enrichment Programs
 4/9/24 – 6/13/24
 Gymnasium, Classrooms and field

Moved by: Seconded by:

Ayes: Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the below rate for paralegal services with Fogarty and Hara for the 2023-2024 school year

Paralegal \$85.00 per hour

Moved by: Seconded by:

Ayes: Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resignation of Ariella Latino, 5th Grade Teacher, with June 20, 2024, as the last day of employment.

Moved by: Seconded by:

Ayes: Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Nursing Services Plan for the 2023-2024 school year:

Moved by: Seconded by:

Ayes: Nays:

- 9. **RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the services of Bergen County Special Services Educational Enterprises for the 2023-2024 school year for the following evaluations:**

Audiological Evaluations \$2,000.00 each

Moved by: Seconded by:

Ayes: Nays:

- 10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following policies:

- P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity Complaint

- P 1550 Procedure (M) (Revised)
- P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- R 2200 Curriculum Content (M) (Revised)
- P 2260 Equity in School and Classroom Practices (M) (Revised)
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- P 2411 Guidance Counseling (M) (Revised)
- P 3211 Code of Ethics (Revised)
- R 5440 Honoring Student Achievement (Revised)
- P 5570 Sportsmanship (Revised)
- P 5750 Equitable Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Abolished)
- P 5841 Secret Societies (Revised)
- P 5842 Equal Access of Student Organizations (Revised)
- P & R 7610 Vandalism (Revised)
- P 9323 Notification of Juvenile Offender Case Disposition (Revised)
- P & R 2423 Bilingual Education (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- 2024-25 Preliminary Budget 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	January 17 th , 2024
Executive Meeting Minutes	January 17 th , 2024
Regular Workshop Minutes	February 7 th , 2024
Executive Workshop Minutes	February 7 th , 2024
Regular Meeting Minutes	February 21 st , 2024
Executive Meeting Minutes	February 21 st , 2024
Regular Workshop Minutes	March 6 th , 2024
Executive Workshop Minutes	March 6 th , 2024

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for March in the amount of \$257,319.20, 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 \$407,595.65 including \$379,800.85 for the gross payroll, \$8,061.21 for the Board’s share of FICA/Medicare and \$19,733.59 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 February as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **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 October, November & December;

WHEREAS, in compliance with N.J.A.C.6A:23-2.11©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©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©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:

- 5. **BE IT RESOLVED** that the Essex Fells Board of Education in the County of Essex, New Jersey, approves the 2024-25 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$6,481,509.94	\$5,854,131.94
Special Revenue:	\$56,434.85	0.00
Debt Service:	<u>\$102,131</u>	<u>\$67,407.00</u>
TOTAL:	\$6,640,075.79	\$5,921,538.94

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 2024-25 school year; and

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

BE IT RESOLVED that included in the preliminary budget is the use of the adjustment for increased costs of health benefits in the amount of \$37,432. The funds will be utilized to address the additional increase in health benefit premiums.

BE IT RESOLVED that included in the preliminary budget is the use of the adjustment for enrollment in the amount of \$19,118. The funds will be utilized for supplies and materials necessary for the additional students.

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 2024-2025 school year on May 1st, 2024 at 7:30 P.M.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- EFTA Negotiations

XI. New Business / Board Discussion

- 911 Phone System
- 2023-2024 Calendar Revisions

XII. Public Comment

XIII. Resolution to Enter Executive Session

WHEREAS the following subject is not appropriate to be discussed in a public meeting and is within the exemptions which may be discussed and acted upon and,

WHEREAS only the following subject(s) shall be discussed in private recess by the Board and the minutes made available to the public as soon as the reason for exemption no longer exists, it is therefore,

BE IT RESOLVED at the Public Meeting of the Essex Fells Board of Education on this day Wednesday, March 20, 2024, pursuant to Sections 7 & 8 of the Open Public Meetings Act, the following subject(s) shall be discussed in a session of the Board closed to the public:

Please be advised that the Board will be going into executive session for approximately thirty minutes for the purpose of discussing negotiations. Action will not be taken in public after the executive session.

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, April 17, 2024, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

March 20, 2024

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. Axentiou	KA	18	11	7
Mrs. Brutman/Mrs. Hromoko	1BH	13	7	6
Ms. Anderson	1A	13	7	6
Ms. Duarte	2D	16	7	9
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	5LB	15	6	9
Mrs. Santalla/Mrs. Carroll	6SC	15	8	7
Ms. Katsios	6K	15	8	7
TOTAL		248	124	124
Out-of-District	*	3		
FINAL TOTALS		251		

*Total includes 3 out-of-district students.

2/21/2024

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	November 16, 2023 – Shelter in Place with EFPD
December	December 12, 2023	December 4, 2023 – Shelter in Place – Medical Emergency December 12, 2023 – Shelter in Place – Police Activity
January	January 29, 2024	January 8, 2024 – Shelter In Place – Silent Alarm with EFPD
February	February 27, 2024	February 21, 2024- Shelter In Place to Lockdown with EFPD
March		March 12, 2024 – Shelter in Place with EFPD & Walkie Talkie Check
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	11/29	12/13	1/3	1/17	2/7	2/21	3/6	3/20		
TOTAL# of Reported Incidents	0	0	0	0	1	0	0	0	0	0	0	0	0	0		
Number of Unfounded Incidents	0	0	0	0	1	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	0	0		
Violence & Vandalism Incidents	0	0	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.