

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

WEDNESDAY, APRIL 19, 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

- Condolences KD
- 2022-2023 Calendar Revision/ Emergency Days

VII. Superintendent’s Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01–05.

- 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: K-6 Co-Teaching in Inclusion Classrooms – Effective Small Group Structures and Strategies
Location: Virtual
Date: 4/24/23
Cost: \$159.00

Staff Member(s): Jessica Scoras
Event: K-6 Co-Teaching in Inclusion Classrooms – Effective Small Group Structures and Strategies
Location: Virtual
Date: 4/24/23
Cost: \$159.00

Staff Member(s): Jessica Scoras
Event: Strengthening the Executive Functioning Skills of Students with Special Needs, Grades K-12
Location: Virtual
Date: 5/8/23
Cost: \$159.00

Staff Member(s): LeeAnn Smith
Event: Hot Topics in Special Education
Location: Caldwell, NJ
Date: 5/12/23
Cost: \$0.00

Staff Member(s): LeeAnn Smith
Event: Using PSW to Identify SLD
Location: Caldwell, NJ
Date: 6/2/23
Cost: \$0.00

Staff Member(s): Danielle Butler
Event: NJSLS Year 1-3 Stages of Learning, Operations & Algebraic Thinking
Location: Conquer Math
Date: 6/1/23 (make-up for 2/1/23 cancellation)
Cost: \$0.00

Staff Member(s): Jaclyn Carroll
Event: Differentiated Instruction Across All Content Area in the Secondary Classroom – Proven Strategies Grades 6-12
Location: Virtual
Date: 5/11/23
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 2nd reading and adoption of the following policies/regulations/bylaws:

R 2330 Homework

R 5200 Attendance

Moved by:

Seconded by:

Ayes:

Nays:

3. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the Essex Fells Public School District Nursing Services Plan for 2022-2023.

Moved by:

Seconded by:

Ayes:

Nays:

4. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the 2022-2023 calendar revision for Memorial Day Weekend to include school closed on May, 26th and 30th for unused snow days.

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:

Essex Fells Boy Scouts
NEW DATE: Pinewood Derby: 5/12/23 - 5:00pm - 8:00pm
Gymnasium

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

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 March 1st, 2023

Regular Meeting Minutes March 15th, 2023

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for April in the amounts of \$131,116.58 & \$21,058.94, as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for March as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$368,020.94 including \$342,945.10 for the gross payroll, \$5,408.52 for the Board’s share of FICA/Medicare and \$19,667.32 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 February;

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 March 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 acknowledge receipt of and accepts the Comprehensive Annual Financial Report (CAFR) of the Essex Fells School District and the Auditors’ Management Report, prepared by the auditing firm of Samuel Klein and Company for the fiscal year ending June 30, 2022.

Moved by:

Seconded by:

Ayes:

Nays

X. Old Business / Board Discussion

- Class III Officer Status

XI. New Business / Board Discussion

- Chick Hatching Project Parent Concern
- PTA Fundraiser – April 28th

XII. Public Comment

XII. 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, May 3, 2023 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

April 19, 2023

2022-2023

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	11	3
Mrs. Burger/Ms. Wiezcorek	PS/PM	14	6	8
Mrs. Focarino/Scoras	KFS	12	7	5
Mrs. Fornini	KF	12	6	6
Mrs. Brutman	1B	15	8	7
Mrs. Gann/Mrs. Hromoko	1GH	15	6	9
Ms. Duarte/Mrs. Takkal	2DT	20	9	11
Mrs. Quinn	2Q	19	7	12
Mrs. Fitzgerald/Mrs. MacKenzie	3FM	14	10	4
Ms. Kowalski	3K	15	11	4
Mrs. Banek	4B	15	6	9
Mrs. Hacker/Mrs. Lodato	4HL	15	6	9
Ms. Butler/Mrs. Brzostowski	5BB	16	9	7
Mrs. Truchel	5T	15	7	8
Mrs. Criscione	6C	16	9	7
Mr. Manlapid/Mrs. Carroll	6MC	15	7	8
TOTAL		242	125	117
Out-of-District	*	4		
FINAL TOTALS		246		

*Total includes 3 out-of-district students and 1 unilateral placement.

1/4/2023

Fire Drills: 2022-2023

Month	Fire Drill	Emergency Drill
August	Fire Alarm System Test 8/1/22 12:25pm with Haig	Silent Alarm & 911 Button Test 8/1/22, 9:35am with Entel/EFPD
September	Fire Drill 9/20/22	Shelter In Place 9/22/22, 2:40pm
October	Real Fire Alarm 10/12/22	Shelter In Place 10/24/22, 1:05pm (Share 911 Test)
November	Fire Drill 11/23/22	Shelter In Place 11/28/22, 1:08pm (Share 911 Test)
December	Fire Drill 12/22/22	Bus Evacuation Drill 12/5/22 / Shelter in Place 12/7/22m 9:31am (Share 911)
January	Fire Drill 1/4/23	Silent Alarm & 911 Button Test 8/1/22, 9:35am with Entel/EFPD
February	Fire Drill 2/10/23	Shelter In Place 2/24/23, 1:56pm with EFPD
March	Fire Drill 3/21/23	Lockdown 1:09pm with EFPD thru Share 911
April		
May		
June		
July	7/26/22	Silent Alarm – 7/29/22

HIB / V&V Report

As of Date of BOE Meeting	9/7	9/21	10/6	10/19	11/2	11/16	11/30	12/14	1/4	1/18	2/1	2/15	3/1	3/15	3/29	4/19
TOTAL # of Reported Incidents	0	0	0	0	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	0	0	0	0
Number of Founded Incidents	0	0	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	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.