

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

WEDNESDAY, APRIL 6, 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

- John Viggiano and EFS Memorial
- STEAM/Technology Teacher Job Descriptions
- Removal of stone wall
- Songwriting Residency
- ESSER Funds
- Retirement of Kelly DaCosta
- **EFPD Shelter in Place**

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 –09.

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): Katie McNish
Event: NAEA National Convention Art + Design = STEAM
Location: Virtual
Date: 4/11/22

AGENDA

April 6, 2022

Superintendent, the retirement of Kelly DaCosta, First Grade Teacher, effective July 1, 2022.

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 2022 Enrichment
4/5/2022 – 6/15/2022 (extended date)
Gymnasium & Fields

Moved by:

Seconded by:

Ayes:

Nays:

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

EFFEE Meeting Dates
4/5/22, 5/10/22, 6/7/22
Media Center

Moved by:

Seconded by:

Ayes:

Nays:

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

Jain Center of NJ
September 2022 – June 2023 (alternate Sunday's)
10am-12:00pm or 3:00pm – 5:00pm
6 Classrooms

Moved by:

Seconded by:

Ayes:

Nays:

- 8. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Comprehensive Equity Plan Statement of Assurance.

NOTE: CEP Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 9. RESOLVED** that the Board of Education accepts and approves, as recommended by

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 March 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

BE IT FURTHER RESOLVED that included in the budget is the withdrawal of Capital Reserve in the amount of \$445,000 for Essex Fells Roof Replacement Project 1400-050-22-1000

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:

- 6. **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, 2021.

Moved by:

Seconded by:

Ayes:

Nays:

- 7. **BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF ESSEX FELS IN THE COUNTY OF ESSEX, NEW JERSEY**, as follows:

SECTION 1. The \$600,000 School Bonds of The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) authorized by virtue of a proposal adopted by the Board on February 16, 2022, and approved by the affirmative vote of a majority of the legal voters present and voting at a special School District election held on March 8, 2022 pursuant to N.J.S.A. 18A:24-1 et seq., as amended and supplemented (the “School Bond Law”), shall be issued as School Bonds (the "Bonds"), and the Board hereby determines to issue, pursuant to this resolution, the Bonds in an aggregate principal amount not to exceed \$600,000 as described below in Section 2.

SECTION 2. The Bonds are hereby authorized to be sold to a purchaser, as selected by the Business Administrator/Board Secretary, in consultation with Phoenix Advisors, LLC, Bordentown, New Jersey (the “Municipal Advisor”) after a solicitation process, upon the terms set forth herein.

The Bonds shall be payable with respect to principal and interest in any coin or currency of the United States of America which at the respective dates of payment thereof, is legal tender for the payment of public and private debts, shall be issued in a form to be designated by the Business Administrator/Board Secretary. The Bonds shall be dated, shall mature in each of the years, shall bear interest from their date of issuance and shall contain such other terms, including but not limited to redemption provisions, as shall be determined by the Business Administrator/Board Secretary, upon the advice of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey, Bond Counsel to the Board (“Bond Counsel”) and the Municipal Advisor.

Subject to the limitations of the School Bond Law, all matters in connection with the sale and issuance of the Bonds shall be determined by the Business Administrator/Board Secretary, including but not limited to, the following:

- (a) the sale of the Bonds at private sale to a purchaser, provided that the purchase price paid by the purchaser thereof shall not be less than the principal amount of the Bonds so sold;
- (b) the principal amount of the Bonds to be issued, provided that such amount shall not exceed \$600,000;
- (c) the date of the Bonds, the maturity dates (provided such bonds mature within seven (7) years of the date of issuance), interest payment dates, record dates and the principal amount of maturity of the Bonds;
- (d) the denomination or denominations of and the manner of numbering and lettering of the Bonds; provided that all Bonds of like maturity shall be identical in all respects, except as to denominations, amounts, numbers and letters;
- (e) provisions for the sale or exchange of the Bonds and for the delivery thereof;
- (f) the redemption provisions for the Bonds;
- (g) direction for the application and investment of the proceeds of the Bonds; and
- (h) any other provisions deemed advisable by the Business Administrator/Board Secretary, upon the advice of Bond Counsel, which are not inconsistent with the provisions of the School Bond Law.

The Business Administrator/Board Secretary shall execute the Award Certificate evidencing the determinations or other actions taken and such Award Certificate, as subsequently approved by the Board, shall be conclusive evidence of the actions or determinations of the Business Administrator/Board Secretary as to the matters stated therein.

SECTION 5. The Business Administrator/Board Secretary is hereby authorized and directed, in consultation with Bond Counsel, to negotiate and approve the terms of the Bonds with the purchaser, other than those set forth herein, upon advice of the Municipal Advisor. The Bonds are hereby authorized to be sold to the purchaser in accordance with the terms of the Award Certificate.

SECTION 6. The Bonds shall have affixed thereto a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel to the Board.

SECTION 7. 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 the Bonds, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

SECTION 8. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate (the "Certificate"), if required by law, which will set forth the obligation of the Board to file budgetary, financial and operating data and notices of certain enumerated events deemed material in accordance with the provisions of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver the Certificate evidencing the Board's undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Board to comply with the Certificate shall not be considered a default on the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance to cause the Board to comply with its obligations hereunder.

SECTION 9. The Board President, the Business Administrator/Board Secretary is hereby authorized and directed to determine all matters in connection with the issuance of the Bonds by the Board not determined by this or a subsequent resolution, all in consultation with Bond Counsel and the manual or facsimile signature of the Board President or the Business Administrator/Board Secretary upon any documents shall be conclusive as to all such determinations. The Board President, the Business Administrator/Board Secretary and any other Board representative, including but not limited to, Bond Counsel and the Board Attorney, are each hereby authorized and directed to take such actions or refrain from such actions as are necessary to consummate the transaction contemplated by the issuance of the Bonds by the Board and any and all such actions or inactions heretofore taken by the Board President, the Business Administrator/Board Secretary and any other Board representative, including, but not limited to Bond Counsel, the Municipal Advisor and the Board Attorney, are hereby ratified and confirmed. Wherever herein the Board President is authorized and directed to act or execute and deliver documents, including the Bonds, the Board Vice President is hereby authorized and directed to do same in the Board President's place.

SECTION 10. The Bonds will be designated as "qualified tax-exempt obligations" for purposes of section 265(b)(3)(B)(ii) of the Code.

SECTION 11. This resolution shall take effect immediately.

Moved by:

Seconded by:

Ayes:

Nays:

- 8. **BE IT RESOLVED** that the Essex Fells BOE approves the donation of one (1) retired HP Elite 1 PC to the Essex Fells Police Department with no compensation to the Essex Fells BOE, to utilize for security purposes in connection with the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Policy 8601 Pupil Supervision After School Dismissal

- Tents/heaters
- Swing Education
- **Health Update**

XI. New Business / Board Discussion

- Early Dismissal for 4/8

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 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 regular business meeting of the Board of Education and 22-23 Budget Presentation will be held on **Wednesday, May 4, 2022 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

April 6, 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	3/18/22	Lockdown 3/15/22
April		EFPD Shelter in Place 4/6/22
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	1/19	2/2	2/16	3/2	3/16	4/6					
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.