

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

WEDNESDAY, MAY 18, 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

- End of Year Events
- Senior Service
- HIB Grades Report
- Health Update

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 –07.

- 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): LeeAnn Smith
Event: Virtual Visual Learning – How Students Learn Institute
Location: Virtual
Date: 6/2/22-6/3/22
Cost: \$199.00

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

2nd Grade Cub Scouts
4/28/22, 5/12/22, 6/9/22
Picnic tables (weather permitting) or Gym

Moved by: Seconded by:
Ayes: Nays:

- 4. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the STEAM Teacher Job Description:

Moved by: Seconded by:
Ayes: Nays:

- 5. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Technology Coordinator Job Description:

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:

Gould Avenue Elementary School (6th Grade Kickball Game)

Moved by: Seconded by:
Ayes: Nays:

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

- | | |
|-----------|--|
| P 1648.14 | Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (Abolished) |
| P 1648.15 | Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New) |
| P 2415.04 | Title I – District – Wide Parent and Family Engagement (M) (Revised) |
| P 2415.50 | Title I – School Parent and Family Engagement (M) (New) |
| P 2416.01 | Postnatal Accommodations for Students (New) |
| P 2417 | Student Intervention and Referral Services (M) (Revised) |
| P 3161 | Examination for Cause (Revised) |
| P 4161 | Examination for Cause (Revised) |

- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)
- P& R 7410 Maintenance and Repair (M) (Revised)
- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)
- P 2461 Special Education/Receiving Schools (M) (Revised)
- R 2461.06 Special Education/Receiving Schools – Appropriately Certified and Licensed Staff (M) (Revised)
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (M) (Revised)
- R 2461.10 Special Education/Receiving Schools – Full Educational Opportunity (M) (Revised)
- R 2461.12 Special Education/Receiving Schools – Length of School Day and Academic Year (M) (Revised)
- R 2461.14 Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities (M) (Revised)
- R 2461.15 Special Education/Receiving Schools – Operation of an Extended Academic Year Program (M) (Revised)
- R 2461.19 Special Education/Receiving Schools – Behavior Modification Program (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- Roof Update

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-04.

1. RESOLVED that the Board of Education accepts the minutes of the following meeting(s):

Regular Meeting Minutes	4/6/22
Executive Session Minutes	4/6/22

Moved by:

Seconded by:

Ayes:

Nays:

2. RESOLVED that the Board of Education approves an additional bills and claims for April in the amount of \$27,810.53, and for May in the amount of \$178,315.69 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for April as certified by the Business Administrator and approved by the Superintendent

and Board President in the total amount of \$364,425.12, including \$339,574.91 for the gross payroll, \$5,785.23 for the Board’s share of FICA/Medicare and \$19,064.98 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 March;

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 April and an additional transfer for March as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Beyond the School Year Opportunities

XI. New Business / Board Discussion

- Physical Education/Health MP3 Grades

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 the Business Administrators Contract 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 will be held on **Wednesday, June 1, 2022 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

2021-2022

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	15	11	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
Mrs. Bavbek/Mrs. Hromoko	1MH	19	7	12
Ms. Duarte	2D	13	9	4
Mrs. Quim/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. Truche/Mrs. Brzostowski	5TB	15	8	7
Mrs. Criscione/Mrs. Carroll	6CC	19	9	10
Mr. Manlapid/Mrs. Lodato	6ML	20	9	11
TOTAL		256	130	126
Out-of-District		3		
FINAL TOTALS		259		

*Total includes 3 out-of-district students.

4/25/2022

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	4/26/22	EFPD Shelter in Place 4/6/22
May		EFPD Shelter in Place 5/4/22
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	4/18				
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.