

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

**WEDNESDAY, AUGUST 16, 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**

- Beyond the School Year
- Class III Officer
- Staff Orientation and Professional Development
- ESSER/IDEA Funds
- Summer Mailing
- Substitute Rates

**VII. Superintendent’s Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01–21.

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: 23-24 Conquer Mathematics



Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, that the Board of Education moves to suspend Bylaw 0131 and adopt new Policy 1642.01 and new Regulation 1642.01 and revised Policy 2419 and new Regulation 2419.

- P 1642.01 Sick Leave
- R 1642.01 Sick Leave
- P 2419 School Threat Assessment Teams
- R 2419 School Threat Assessment Teams

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following bylaws/regulations/policies:

- P 0144 Board Member Orientation and Training (Revised)
- P & R 2520 Instructional Supplies (M) (Revised)
- P 3217 Use of Corporal Punishment (Revised)
- P 4217 Use of Corporal Punishment (New)
- P 5305 Health Services Personnel (M) (Revised)
- P & R 5308 Student Health Records (M) (Revised)
- P & R 5310 Health Services (M) (Revised)
- P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
- P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
- P 7440 School District Security (M) (Revised)
- P 9100 Public Relations (Abolished)
- P 9140 Citizens Advisory Committees (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the School District Professional Development Plan and Statement of Assurance for the 2023-2024 School Year.

**NOTE:** Copy in Superintendent’s Office

Moved by:                      Seconded by:

Ayes:                              Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District Mentoring Plans and Statement of Assurance for the 2023-2024 School Year.

**NOTE:** Copy in Superintendent’s Office

Moved by:                      Seconded by:

Ayes:                              Nays:

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

EFFEE Meetings  
 9/12/23, 10/10/23, 11/14/23, 12/2/23  
 1/9/24, 2/13/24, 3/12/24, 4/9/24, 5/14/24  
 Media Center – 7:00pm-8:30pm

Moved by:                                      Seconded by:

Ayes:    Nays:

- 10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the donation in the amount of \$2,000.00 from The Rotary Club of The Caldwell’s to purchase new walkie-talkies for the 2023-2024 school year:

Moved by:                                      Seconded by:

Ayes:    Nays:

- 11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Emergency Operations Plan for Essex Fells School:

Moved by:                                      Seconded by:

Ayes:    Nays:

- 12. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Safety and Security Procedures for Essex Fells School:

Moved by:                                      Seconded by:

Ayes:    Nays:

13. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the ESEA application for Fiscal Year 2023-2024 to the County Office of Education and accepts the grant award in the amount of \$2,797.

Title I-A	\$0
Title II-A	\$2,757
Title IV-A	<u>\$0</u>
Total	\$2,757

Moved by:                      Seconded by:

Ayes:                              Nays:

14. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the IDEA application for Fiscal Year 2023-2024 to the County Office of Education and accepts the grant award in the amount of \$61,284.

Basic	\$57,185
Preschool	<u>\$4,099</u>
Total	\$61,284

Moved by:                      Seconded by:

Ayes:                              Nays:

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

West Essex FC – Soccer Practice and Games  
9/1/23 – 11/25/23  
Fields – Afterschool and weekends

Moved by:    Seconded by:

Ayes:    Nays:

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

EFFD – Hose testing  
7/10/23  
Lower parking lot

Moved by:    Seconded by:

Ayes:    Nays:





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 months of June 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 approves an additional 308 hours for Hand2Heart – Meg Lipper, BCBA services for the 2023-24 school year, at \$95 per hour.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, the acceptance of the School Security Grant Funds – Alyssa’s Law, Grant number 22E00195, in the amount of \$20,000.

Moved by:

Seconded by:

Ayes:

Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, NJ Apple Contract #1670625 through the Educational Service Commission of Morris County

Moved by:

Seconded by:

Ayes:

Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, Candice Fitzgerald at MA, step 8, \$69,115 for the 2023-24 School Year.

\*Correction from May 31, 2023, agenda.



Moved by:

Seconded by:

Ayes:

Nays:

- 9. **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2023 Extraordinary Aid funding to the 2023-24 school budget in the amount of \$154,441 to line account 11-120-100-101-01; and

**BE IT FURTHER RESOLVED** that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2022-23 school budget and received an award of Extraordinary Aid in the amount of \$154,441; and

**BE IT FURTHER RESOLVED** that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by:

Seconded by:

Ayes:

Nays:

- 10. **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2023 Nonpublic School Transportation funding to the 2023-24 school budget in the amount of \$1,248 to line account 11-000-270-518; and

**BE IT FURTHER RESOLVED** that the Essex Fells Board of Education acknowledges that it did not include an estimated Nonpublic School Transportation payment in the 2022-23 school budget and received a reimbursement of Nonpublic School Transportation costs in the amount of \$1,248; and

**BE IT FURTHER RESOLVED** that NJAC 6A:23A2.13.3(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Nonpublic School Transportation, that has been excluded from the excess surplus calculation in the prior year.

Moved by:

Seconded by:

Ayes:

Nays:

**X. Old Business / Board Discussion**

- Summer B&G Projects
- Policy Discussion
- After School Supervision Invoicing

**XI. New Business / Board Discussion**

- 2024-2025 School Calendar

**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. 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 meeting of the Board of Education will be held on **Wednesday, September 6, 2023 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

**AGENDA**

**August 16, 2023**

**2023-2024**

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	5	9
Mrs. Burger/Ms. Wiezcorek	PS/PM	9	4	5
Mrs. Focarino/Scoras	KFS	19	11	8
Mrs. Fornini	KF	18	11	7
Mrs. Brutman/Mrs. Hromoko	1BH	13	7	6
Mrs. Gann	1G	13	7	6
Ms. Duarte	2D	15	7	8
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	5TB	15	6	9
TBD/Mrs. Carroll	6C	15	8	7
Mr. Manlapid	6M	15	8	7
<b>TOTAL</b>		<b>245</b>	<b>124</b>	<b>121</b>
Out-of-District	*	3		
<b>FINAL TOTALS</b>		<b>248</b>		

\*Total includes 3 out-of-district students.

8/15/2023

**Fire Drills: 2023-2024**

Month	Fire Drill	Emergency Drill
August		
September		
October		
November		
December		
January		
February		
March		
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	1/4	1/18	2/1	2/15	3/1	3/15	3/29	4/19	5/3	5/17	5/31	6/14	7/6	8/16		
TOTAL# of Reported Incidents	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		
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.