

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

**WEDNESDAY, AUGUST 18, 2021**

**REGULAR MEETING – 7:30 P.M. – VIRTUAL**

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 8, 2021. 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. Kris Huegel, President  
Dr. Steven LoCascio, Vice-President  
Mrs. Amanda Haber  
Mr. Raj Mehta  
Mr. Theodore Skopak

**III. Flag Salute**

**IV. Public Comment on Agenda Items Only**

**V. President’s Report**

**VI. Superintendent’s Report**

- EFTA Negotiations Update
- Calendar Revision - Teacher Appreciation
- Stronge Teacher Effectiveness Performance Evaluation System Recertification MVG
- Fall 2021 Start Strong State Testing Window 9/13-10/15
- Resident Donation
- Residency Case
- Tiny Treasures Program Update
- Flooring and sink projects
- Staff Orientation and Professional Development
- Safe Return Committee meeting August 23<sup>rd</sup>
- Policy 1648.11 The Road Forward COVID-19 – Health and Safety
- Vaccine initiative from local health department for 12 to 29-year-olds
- School Tours for families – August 31st

**VII. Superintendents Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01 – 18

**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): Marissa Burger  
Event: Teaching Strategies – PreK Curriculum  
Location: Virtual  
Date: TBD  
Cost: \$165.00

Staff Member(s): Tracie Wieczorek  
Event: Teaching Strategies – PreK Curriculum  
Location: Virtual  
Date: TBD  
Cost: \$165.00

Staff Member(s): Katie MacKenzie  
Event: 3 Stages of Learning: Number & Operations in Base Ten and  
Operations & Algebraic Thinking  
Location: Conquer Mathematics, Pompton Plains  
Date: 9/20/21 & 10/27/21  
Cost: \$320.00

Staff Member(s): Candice Fitzgerald  
Event: Number and Operations – Fractions & Geometry  
Location: Conquer Mathematics, Pompton Plains  
Date: 11/29/21 & 4/5/22  
Cost: \$320.00

Staff Member(s): Rory Duarte  
Event: Wilson Reading System Intro Course  
Location: Virtual  
Date: 9/13/21 – 9/15/21  
Cost: \$600.00

**Staff Member(s): Rory Duarte**  
**Event: Wilson Reading System, Level I Certification**  
**Location: Virtual**  
**Date: 9/17/21**  
**Cost: \$2,000.00**

Staff Member(s): Danielle Butler  
Event: Wilson Reading System Intro Course  
Location: Virtual  
Date: 9/13/21 – 9/15/21  
Cost: \$600.00

Staff Member(s): Danielle Butler  
Event: Wilson Reading System, Level I Certification  
Location: Virtual  
Date: 9/17/21  
Cost: \$2,000.00

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:

WEFC – Fall 2021 Soccer Practice/Soccer Games  
9/1/21 – 11/20/21  
After School & Saturday/Sunday

Moved by:    Seconded by:

Ayes:    Nays:

3. **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        | Restart and Recovery Plan (Abolished)   |
| P 1648.11     | The Road Forward COVID-19 – Health and Safety (New)   |
| P 1648.02     | Remote Learning Options for Families (Abolished)  |
| P 1648.03     | Restart And Recovery Plan – Full-Time Remote Instruction (Abolished)  |
| P 0131        | Bylaws, Policies, and Regulations (Revised)   |
| P 1521        | Educational Improvement Plans (M) (Abolished)   |
| P 1649        | Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished)                                  |
| P 2421        | Career and Technical Education (Revised)  |
| R 2421        | Vocational - Technical Education (Abolished)  |
| P 3134        | Assignment of Extra Duties (Revised)  |
| P & R 3142    | Nonrenewal of Nontenured Teaching Staff Member (Revised)  |
| P & R 3221    | Evaluation of Teachers (M) (Revised)  |
| P & R 3222    | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)                   |
| P & R 3223    | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| P & R 3224    | Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)                           |
| P & R 4146    | Nonrenewal of Nontenured Support Staff Member (Revised)   |
| P & R 5460.02 | Bridge Year Pilot Program (M) (New)   |
| P & R 6471    | School District Travel (M) (Revised)  |
| P 8561        | Procurement Procedures for School Nutrition   |

Programs (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the proposed Merit Goals for Dr. Michelle V. Gadaleta in the 2021-2022 school year, for submission to the County Office of Education.

**NOTE:** Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the proposed Merit Goals for Steven J. Lella in the 2021-2022 school year, for submission to the County Office of Education.

**NOTE:** Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2021-2022 school year.

**NOTE:** Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2021-2022 school year.

**NOTE:** Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revised 2021-2022 School Calendar.

**NOTE:** Revised Calendar Attached

Moved by:

Seconded by:

Ayes: Nays:

- 9. **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 2021-2022 School Year.

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

Moved by: Seconded by:

Ayes: Nays:

- 10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District Mentoring Plans and Statement of Assurance for the 2021-2022 School Year.

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

Moved by: Seconded by:

Ayes: Nays:

- 11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Official Release for the 2019-2020 School Year of the *NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report*.

Moved by: Seconded by:

Ayes: Nays:

- 12. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the ESEA application for Fiscal Year 2021-22 to the County Office of Education and accepts the grant award in the amount of \$10,797.

Title I-A	\$10,797
Title II-A	\$0
Title IV-A	<u>\$0</u>
Total	\$10,797

Moved by: Seconded by:

Ayes: Nays:

- 13. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2021-2022 School Improvement Panel (ScIP)/District Evaluation Advisory Committee/Professional Development:

Michelle Gadaleta	Superintendent/Principal
LeeAnn Smith	Teacher Representative
Marisa Burger	Teacher Representative
Michelle Barshay	Teacher Representative
Candice Fitzgerald	Teacher Representative
Judi Reynolds	Teacher Representative
Kris Huegel	BOE Representative
Cindy Mehta/Nicole Skopak	Parent Representatives

Moved by:                      Seconded by:

Ayes:                              Nays:

14. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2021-2022 Safety Team/Culture Climate Committee:

Michelle Gadaleta	Superintendent/Principal
Rebecca Santin	HIB Representative
Laura Quinn	Teacher Representative
Katie MacKenzie	Teacher Representative
Sue Hacker	Teacher Representative
Lisa Massaro	Teacher Representative
Dorotea Banek	Teacher Representative
Lauren Brzostowski	Teacher Representative
Mary Renz	Teacher Representative
Tracie Wiczorek	Teacher Representative
Cindy Mehta/Nicole Skopak	PTA Representatives
Gemma Diaco	Foundation Representative

Moved by:                      Seconded by:

Ayes:                              Nays:

15. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2021-2022 District Testing Committee:

Michelle Gadaleta	Superintendent/Principal
LeeAnn Smith	Teacher Representative
Jackie Castellano	Teacher Representative
Judi Reynolds	Teacher Representative
Nicole Criscione	Teacher Representative
Marco Pannullo	IT Representative

Moved by:                      Seconded by:

Ayes:                              Nays:

16. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2021-2022 Report Card Revision/Portal Committee:

Michelle Gadaleta	Superintendent/Principal
Katie McNish	Specials
Tracie Wieczorek	Preschool
Molly Livio	Kindergarten
Kelly Mitchell	First Grade
Laura Quinn	Second Grade
Kristen Kowalski	Third Grade
Sue Hacker	Fourth Grade
Monica Craveiro	Fifth Grade
Nicole Criscione	Sixth Grade

Moved by:                      Seconded by:

Ayes:                              Nays:

**17. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2021-2022 Safe Return Committee:

Michelle Gadaleta	Superintendent/Principal
Gemma Diaco	EFFEE
Barbara Luca	EFFEE
Nicole Skopak	PTA
Cindy Mehta	PTA
Kris Huegel	BOE
Raj Mehta	BOE
Mary Renz	School Nurse
Michelle Nitti	School Physician
Theresa DeNova	DOH Official
Nicole Criscione	EFTA
Laura Brutman	EFTA
Steven Lella	BA
John Thomas	B&G
Judi Reynolds	Lead Teacher/504/I&RS Coordinator
Jackie Castellano	Technology Coordinator
LeeAnn Smith	CST Coordinator
Edward Davis	Mayor
Darren Volker	EFPD
Tina Rivera	Administrative Assistant
Lisa Evangelista	Administrative Assistant

Moved by:                      Seconded by:

Ayes:                              Nays:

**18. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the resident donation of \$200 **from Dr. Baretti to be applied to the Art Therapy Program.**

Moved by:                      Seconded by:

Ayes:                              Nays:

**VIII. Business Administrator’s Report**

- Summer Facilities Update

**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   | May 6 <sup>th</sup> , 2021   |
| Regular Meeting Minutes   | May 19 <sup>th</sup> , 2021  |
| Executive Session Minutes | May 19 <sup>th</sup> , 2021  |
| Regular Meeting Minutes   | June 16 <sup>th</sup> , 2021 |
| Executive Session Minutes | June 16 <sup>th</sup> , 2021 |
| Regular Meeting Minutes   | July 14 <sup>th</sup> , 2021 |
| Regular Meeting Minutes   | July 19 <sup>th</sup> , 2021 |
| Executive Session Minutes | July 19 <sup>th</sup> , 2021 |

Moved by:    Seconded by:

Ayes:    Nays:

**2. RESOLVED** that the Board of Education approves additional bills and claims for June in the amounts of \$34,474.16, \$27,598.92, \$1,061.68 and \$7,944.15; for July in the amount of \$196,366.93 and August in the amount of **\$240,360.73** as certified by the Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for June as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$468,649.60, including \$436,386.53 for the gross payroll, \$12,366.69 for the Board’s share of FICA/Medicare and \$19,896.38 for the State’s share of FICA/Medicare.

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for July as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$66,339.90, including \$61,742.96 for the gross payroll, \$2,801.24 for the Board’s share of FICA/Medicare and \$1,795.70 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 May;

**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 June and July 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 approve appropriating additional fiscal year 2021 Extraordinary Aid funding to the 2021-22 school budget in the amount of \$159,823 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 2020-21 school budget and received an award of Extraordinary Aid in the amount of \$159,823; 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:

**X. Old Business / Board Discussion**

- NJDOH COVID-19 Guidelines for NJ Public Schools Status
- EFS Safe Return Plan Update
- Roofing Project Status

**XI. New Business / Board Discussion**

- Return to in-person BOE meetings 9/15/21

**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 legal matters and negotiations. 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 meeting of the Board of Education will be held on **Wednesday, September 1, 2021 at 7:30 P.M.** virtually.

Moved by:

Seconded by:

Ayes:

Nays:

**2021-2022**

<b>Teacher</b>	<b>Section</b>	<b>Total</b>	<b>M</b>	<b>F</b>
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	10	4
Mrs. Burger/Ms. Wiezcorek	PS/PM	14	6	8
Mrs. Gann	KG	14	7	7
Ms. Livio	KL	15	7	8
Mrs. Brutman	1B	20	10	10
Ms. Mitchell/Mrs. Hromoko	1MH	19	7	12
Ms. Duarte	2D	13	9	4
Mrs. Quinn/Mrs. Takkel	2QT	14	10	4
Mrs. Fitzgerald/Mrs. MacKenzie	3FM	16	7	9
Ms. Kowalski	3K	15	6	9
Mrs. Banek/Ms. Butler	4BB	16	9	7
Mrs. Hacker	4H	15	7	8
Ms. Craveiro	5C	15	7	8
Mrs. Truchel/Mrs. Brzostowski	5TB	15	8	7
Mrs. Criscione/Mrs. Carroll	6CC	19	9	10
Ms. Myers/TBD	6MM	19	8	11
<b>TOTAL</b>		<b>253</b>	<b>127</b>	<b>126</b>
Out-of-District		3		
<b>FINAL TOTALS</b>		<b>256</b>		

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

**8/16/2021**

**Fire Drills: 2021-22**

<b>Month</b>	<b>Fire Drill</b>	<b>Emergency Drill</b>
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		
July	7/27/21	7/27/21

**HIB / V&V Report**

As of Date of BOE Meeting												
TOTAL # of Reported Incidents	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
Number of Founded Incidents	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

**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.