

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

**WEDNESDAY, SEPTEMBER 18, 2019**

**PUBLIC 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 2, 2019. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress and the Star Ledger, and posted on the district's web-site.

**I. Call to Order**

**II. Roll Call**

Mrs. Kris Huegel, President  
Dr. Steven LoCascio, Vice-President  
Mrs. Bethany Buccino  
Mrs. Shani Drogin  
Mrs. Debra Tedesco

**III. Flag Salute**

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

**V. President's Report**

**VI. Superintendent's Report**

- Donations: Smartboard, Printers, Portable Cooling Units, iPads, Lunch Tables, DRA2
- School Opening

**VII. Old Business / Board Discussion**

- Rolling Pick-up
- Safety & Security
- Student Belonging Drop Off Station

**VIII. New Business / Board Discussion**

**IX. Superintendent’s Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01 – 10.

- 1. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Merit Goals for Steven J. Lella for the 2019-2020 school year.

**NOTE:** Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **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): Mary Renz  
 Event: School Health Conference  
 Location: Somerset, NJ  
 Date: 10/16/19  
 Cost: \$195.00

Staff Member(s): Tracie Wieczorek  
 Event: Conquer Mathematics  
 Location: Pompton Plains, NJ  
 Date: 11/20/19, 12/13/19, 1/9/20, 2/24/20  
 Cost: \$670.80 Total (Per Day: Fees - \$160.00 + Mileage - \$7.70)

Staff Member(s): Kimberly Trafford  
 Event: NJASL 2019 Fall Conference  
 Location: East Brunswick, NJ  
 Date: 12/9-10/19  
 Cost: \$200.00

Moved by:

Seconded by:

Ayes:

Nays:

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

Cub Scouts Pack Meeting  
 Gymnasium  
 2/21/20; 5:00-8:00pm





X. Business Administrator’s Report

- NJSBA Conference: October 21-24
- Business Administrator 2019-20 Merit Goals
- **Kitchenette Mobile Heating Cabinet Delivery**

XI. Business Resolutions

**RESOLVED** that the Board of Education approves Business Resolutions #01–11.

1. **RESOLVED** that the Board of Education accepts the minutes of the following meetings:

Regular Meeting Minutes	6/12/19
Executive Session Minutes	6/12/19
Special Meeting Minutes	6/27/19
Special Meeting Minutes	7/18/19
Executive Session Minutes	7/18/19
Regular Meeting Minutes	8/14/19

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves bills and claims for September in the amount of **\$411,453.08**, as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for August as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$71,294.27 including \$66,277.63 for the gross payroll, \$3,319.76 for the Board’s share of FICA/Medicare and \$1,696.88 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

3. **WHEREAS**, the Board of Education has received the Revised/Final Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the month of June;

**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 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 approves the establishment of a house account with ShopRite of West Caldwell/Parsippany, to be administered by the Business Administrator/Board Secretary.

Moved by:

Seconded by:

Ayes:

Nays:

6. **WHEREAS**, the Essex Fells BOE is the owner of 2 Portable Cooling Units; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for these portable cooling units; and

**WHEREAS**, the Essex Fells BOE is desirous to donate these portable cooling units; and

**WHEREAS** the Essex Fells BOE has determined that the Fairfield BOE is in need of portable cooling units;

**THEREFORE BE IT RESOLVED** that the Essex Fells BOE approves the donation of the portable cooling units to the Fairfield BOE with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

7. **WHEREAS**, the Essex Fells BOE is the owner of 19 Smartboards and 1 Smart Response System; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for these Smartboards and Smart Response System; and

**WHEREAS**, the Essex Fells BOE is desirous to donate these Smartboards Smart Response System;

**THEREFORE BE IT RESOLVED** That the Essex Fells BOE approves the donation of the Smartboards & Smart Response System to school districts in need with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

8. **WHEREAS**, the Essex Fells BOE is the owner of 25 Brother Color Printers; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for these printers; and

**WHEREAS**, the Essex Fells BOE is desirous to donate these printers;

**THEREFORE BE IT RESOLVED** that the Essex Fells BOE approves the donation of the printers to school districts in need with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

**9. WHEREAS**, the Essex Fells BOE is the owner of 10 Lunch Tables; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for these lunch tables; and

**WHEREAS**, the Essex Fells BOE is desirous to donate these lunch tables; and

**WHEREAS**, the Essex Fells BOE has determined that the Holland Township & North Arlington BOEs are in need of lunch tables;

**THEREFORE BE IT RESOLVED** that the Essex Fells BOE approves the donation of the lunch tables to the Holland Township & North Arlington BOEs with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

**10. WHEREAS**, the Essex Fells BOE is the owner of 17 iPads II with Cases; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for these iPads; and

**WHEREAS**, the Essex Fells BOE is desirous to donate these iPads;

**THEREFORE BE IT RESOLVED** that the Essex Fells BOE approves the donation of the iPads to school districts in need with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:



11. **WHEREAS**, the Essex Fells BOE is the owner of a DRA2 kit; and

**WHEREAS**, the Essex Fells BOE has determined that there is no educational need for the DRA2 kit; and

**WHEREAS**, the Essex Fells BOE is desirous to donate this DRA2 kit; and

**WHEREAS**, the Essex Fells BOE has determined that the Saint Catharine School, Spring Lake NJ is in need of a DRA2 kit;

**THEREFORE BE IT RESOLVED** that the Essex Fells BOE approves the donation of the DRA2 kit to the Saint Catharine School with no compensation to the Essex Fells BOE.

Moved by:

Seconded by:

Ayes:

Nays:

**XII. Meeting Open for 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**

**BE IT RESOLVED** that this public meeting of the Board of Education be adjourned. The next **Workshop Meeting** will be held on **Wednesday, October 2, 2019 at 7:30 P.M.** in the Superintendent’s Office. The next **Regular Meeting** will be held on **Wednesday, October 16, 2019 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

**2019-2020**

<b>Teacher</b>	<b>Section</b>	<b>Total</b>	<b>M</b>	<b>F</b>
Mrs. Quinn/Ms. Duarte	PS/AM	14	8	6
Mrs. Quinn/Ms. Duarte	PS/PM	14	6	8
Mrs. Gann/Mrs. Takkel	KG/T	13	9	4
Ms. Livio	KL	13	10	3
Mrs. Brutman	1B	14	8	6
Ms. Mitchell/Mrs. Hromoko	1M/H	14	6	8
Ms. Burger	2B	16	8	8
Mrs. Fitzgerald/Mrs. MacKenzie	2F/M	17	9	8
Ms. Kowalski/Ms. Wieczorek	3K/W	13	7	6
Mrs. Massaro	3M	13	6	7
Mrs. Banek/Ms. Franzi	4B/F	20	10	10
Mrs. Hacker/Mrs. Brzostowski	4H/B	21	9	12
Ms. Craveiro/Mrs. Vetere	5C/V	19	11	8
Mrs. Truchel/Mrs. Criscione	5T/C	19	10	9
Mrs. Buonomo/Ms. Myers	6B/M	15	9	6
Mrs. Christopher	6C	15	11	4
<b>TOTAL</b>		<b>250</b>	<b>137</b>	<b>113</b>
Out-of-District		2*		
<b>FINAL TOTALS</b>		<b>252</b>		

\*Total includes 2 out-of-district students.

**Fire Drills: 2019-20**

<b>Month</b>	<b>Fire Drill</b>	<b>Emergency Drill</b>
September	9/11/19	Lockdown 9/13/19
October		
November		
December		
January		
February		
March		
April		
May		
June		

**HIB / V&V Report**

<b>As of Date of BOE Meeting</b>	<b>9/18/19</b>	<b>10/16/19</b>	<b>11/20/19</b>	<b>12/18/19</b>
TOTAL # of Reported Incidents	0			
Number of Unfounded Incidents	0			
Number of Founded Incidents	0			
Violence & Vandalism Incidents	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. Insuring 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.