

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

WEDNESDAY, OCTOBER 18, 2023

WORKSHOP 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

- 6th Grade Cultural Festival (10/13)
- Fire Prevention Visit by EFFD (10/13)
- Violence and Vandalism Week (10/16 – 10/20)
- Red Ribbon Week (10/23 – 10/27)
- PTA Pumpkin Hunt (10/23)
- Parent/Teacher Conferences (10/25 & 10/26)
- Halloween (10/31)
- 5-Year NJSLA Achievement

VII. Superintendent’s Resolutions

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

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): Rory Duarte
Event: Number & Operations in Base Ten; Operations & Algebraic Thinking
Location: Pompton Plains, NJ
Date: 12/11/23
Cost: \$192.82

Staff Member(s): Rory Duarte
Event: Geometry
Location: Pompton Plains, NJ
Date: 3/19/24
Cost: \$192.82

Staff Member(s): Kristen Kowalski
Event: Grade 3 Interdisciplinary Lessons
Location: Pompton Plains, NJ
Date: 10/6/23, 12/1/23, 2/13/24
Cost: \$540.00

Staff Member(s): Steven Lella
Event: Essex County ASBO
Location: Belleville, NJ
Date: 9/27/23, 10/18/23, 11/15/23, 12/15/23, 1/17/24, 2/14/24, 3/13/24, 4/17/24, 5/15/24
Cost: \$300.00

Staff Member(s): Ariella Latino
Event: Practical Strategies to Incorporate Specially Designed Instruction Into Your Co-Teaching
Location: Virtual
Date: 11/1/23
Cost: \$279.00

Staff Member(s): Ariella Latino
Event: Best Cutting Edge Strategies for Grade 5
Location: Virtual
Date: 1/22/24
Cost: \$279.00

Staff Member(s): Jessica Scoras
Event: Understanding Dyslexia
Location: Virtual
Date: 11/1/23
Cost: \$149.00

Staff Member(s): Laura Brutman
Event: Practical Behavior Management Strategies for the Inclusion Classroom, K-6
Location: Virtual

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 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
Tracie Wieczorek	Teacher Representative
Mary Renz	Nurse/Teacher Representative
Gabrielle Steiner	PTA Representative
Paige Daniels	Foundation Representative

Moved by: Seconded by:

Ayes: Nays:

- 5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 District Testing Committee:

Michelle Gadaleta	Superintendent/Principal
LeeAnn Smith	Teacher Representative
Katie McNish	Teacher Representative
Judi Reynolds	Teacher Representative
Marco Pannullo	IT Representative

Moved by: Seconded by:

Ayes: Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 Gifts Committee:

Erika Pilato	Teacher Representative
Stefania Focarino	Teacher Representative
Jessica Scoras	Teacher Representative
Lauren Brzostowski	Teacher Representative

Moved by: Seconded by:

Ayes: Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 Threat Assessment Committee:

Michelle Gadaleta	Superintendent/Principal
Steven Lella	School Business Administrator

Anthony Tedesco	SLEOIII
Judi Reynolds	Teacher Representative
Erika Pilato	School Counselor
*LeeAnn Smith	Child Study Team Coordinator
*Update from 9/20/23 meeting to include LeeAnn Smith	

Moved by: Seconded by:

Ayes: Nays:

8. **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 Brownie Troop Meeting's
 Gymnasium
 11/3/23, 12/1/23, 1/12/24,2/2/24, 3/1/24, 4/12/24, 5/3/24, 6/7/24

Moved by: Seconded by:

Ayes: Nays:

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Rebecca Katsios, 6th Grade Math and Science teacher, BA, Step 1, at the prorated salary of \$34,569, for the 2023-24 school year beginning on or about January 2, 2024, pending the usual criminal history and background check for new hires in addition to NJDOE Certification.

Moved by: Seconded by:

Ayes: Nays:

10. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading of the following policies:

P 1524	School Leadership Councils (Abolished)
P 2270	Religion in the Schools (Revised)
P 3161	Examination for Cause (Revised)
P & R 3212	Attendance (M) (Revised)
P 3324	Right of Privacy (Revised)
P & R 3432	Sick Leave (Abolished)
P 4161	Examination for Cause (Revised)
P & R 4212	Attendance (M) (Revised)
P 4324	Right of Privacy (Revised)
P & R 4432	Sick Leave (Abolished)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5116	Education of Homeless Children and Youths (Revised)
P500	Food Services (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Kristin Gates, Paraprofessional, for the 2023-2024 school year, at the at the prorated salary of \$24,000, starting on November 1, 2023, pending the usual criminal history and background check for new hires.

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator’s Report

- 2022-23 Audit Update
- Essex Fells School BOE Member Election – November 7th, 2023

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-07.

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

Regular Meeting Minutes September 20th, 2023

Regular Workshop Minutes October 4th, 2023

Executive Workshop Minutes October 4th, 2023

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves bills and claims for October in the amount of \$284,804.25, as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for September as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$382,763.74 including \$356,751.67 for the gross payroll, \$5,757.03 for the Board’s share of FICA/Medicare and \$20,255.04 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 July & August;

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 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 September 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 accepts and approves a donation from the Mitchell Family in the amount of \$1,000.00 to line account 20-100-100-720-050 for the purpose of Kelly’s Corner.

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves a donation from the Essex Fells PTA in the amount of \$3,000.00 to line account 20-100-100-720-050 for the purpose of Kelly’s Corner.

Moved by:

Seconded by:

Ayes:

Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves a donation from the Essex Fells Foundation for Educational Excellence in the amount of \$4,224.80 to line account 20-100-100-720-050 for the purpose of Kelly’s Corner.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- 6th Grade Math/Science Staffing
- PTA/EFEE Communication
- 2024-2025 Calendar
- Safe Return Plan 23-24

XI. New Business / Board Discussion

XII. Public Comment

XII. Resolution to Enter Executive Session

BE IT RESOLVED that the Board shall enter into executive session immediately following this meeting to discuss 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:

XIII. Adjournment

RESOLVED that this public meeting of the Board of Education be adjourned at ____ P.M. The next workshop meeting of the Board of Education will be held on **Wednesday, November 1, 2023, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

October 18, 2023

2023-2024

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	14	5	9
Mrs. Burger/Ms. Wiezcorek	PS/PM	11	4	7
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
Mrs. Santalla/Mrs. Carroll	6SC	15	8	7
Mr. Manlapid	6M	15	8	7
TOTAL		247	124	123
Out-of-District	*	3		
FINAL TOTALS		250		

*Total includes 3 out-of-district students.

9/11/2023

Fire Drills: 2023-2024

Month	Fire Drill	Emergency Drill
August	August 17, 2023 – Fire Extinguisher Training MVG/SL	August 31, 2023 – 911 call
September	September 13, 2023	September 14, 2023 – Shelter in Place with EFPD
October	October 17, 2023	October 16, 2023 – Lockdown with EFPD via Share 911
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	9/6	9/20	10/4	10/18														
TOTAL# of Reported Incidents	0	0	0	0														
Number of Unfounded Incidents	0	0	0	0														
Number of Founded Incidents	0	0	0	0														
Violence & Vandalism Incidents	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.