

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

**WEDNESDAY, DECEMBER 11, 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 November 25, 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**

- Kindergarten Support
- School Safety Symposium
- Thank You from Newton, NJ BOE for Smartboards Donation
- Holiday Wishes

**VII. Old Business / Board Discussion**

**VIII. New Business / Board Discussion**

**IX. Superintendent's 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): Steve Lella  
Event: West Essex Regional Safety Symposium  
Location: West Caldwell, NJ  
Date: 12/6/19  
Cost: \$0

Staff Member(s): Steve Lella  
Event: SSS Annual Training  
Location: Paramus, NJ  
Date: 12/9/19  
Cost: \$0

Staff Member(s): Kristin Gann  
Event: Decrease Attention-Getting Behaviors/Practical  
Solutions Workshop  
Location: West Orange, NJ  
Date: 1/8/20  
Cost: \$279.00

Staff Member(s): Debbie Emma  
Event: Dyslexia Workshop  
Location: Wilshire Grand Hotel, West Orange, NJ  
Date: 1/9/20  
Cost: \$279.00

Staff Member(s): Kimberly Trafford  
Event: 101 Best Strategies to Increase the Effectiveness and Impact  
of Your School Library Program Workshop  
Location: West Orange, NJ  
Date: 1/16/20  
Cost: \$279.00

Staff Member(s): Marisa Burger  
Event: NJ Council for Exceptional Children Annual Spring Conference  
Location: Ramapo College  
Date: 3/16/20  
Cost: \$125.00

Staff Member(s): Rory Duarte, Laura Quinn  
Event: Nurture Young Children As They Make Meaning and Joyfully Engage With Any Book Workshop  
Location: Livingston, NJ  
Date: 5/12/20  
Cost: \$209.00 per person

Ayes: Nays  
Moved by: Seconded by:

- 2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the *Essex Fells Public School District Nursing Services Plan 2019-2020 / Cardiac Emergency Response Plan*.

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 of Essex Fells – Blue & Gold/Bull Riding Ceremony  
February 21, 2020 – 4:00-8:00pm

Moved by: Seconded by:  
Ayes: Nays:

- 4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2020-2021 School Calendar.

Moved by: Seconded by:  
Ayes: Nays:

- 5. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following student from Caldwell University for a supervised internship:

Student: Yaritza Yens  
Cooperating Teacher: Jeanine Whitman  
December 2019: 15 hours  
January – June 2020: 45 hours

Moved by: Seconded by:

Ayes: Nays:

- 6. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, Kasey Desiderio and Parker Levy to help Mrs. Buonomo and Mrs. McNish with the set design for the school musical.

Moved by: Seconded by:

Ayes: Nays:

- 7. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the following to the Essex County Office of Education for the 2019-2020 school year:

- *Memorandum of Agreement Between Education & Law Enforcement Officials - 2019 Revisions*
- *MOA Attached Document – Designated officials, law enforcement jurisdiction and agencies list*
- *Essex County Addendum of Memorandum of Agreement between Education and Law Enforcement Officials – School Critical Incident Drills*
- *Memorandum of Understanding Regarding Live Streaming – Essex County*

Moved by: Seconded by:

Ayes: Nays:

**X. Business Administrator’s Report**

- 2018-19 Audit
- 2020-21 Budget
- 2020 BOE Positions

**XI. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01–03.

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

Regular Meeting Minutes	11/20/19
Executive Meeting Minutes	11/20/19

Moved by:	Seconded by:
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Ayes:	Nays:
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**2. RESOLVED** that the Board of Education approves bills and claims for December in the amount of **\$99,779.46**, as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for November as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$356,914.67 including \$333,360.48 for the gross payroll, \$4,847.49 for the Board’s share of FICA/Medicare and \$18,706.7 for the State’s share of FICA/Medicare.

Moved by:	Seconded by:
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Ayes:	Nays:
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**3. RESOLVED** that the Board of Education approves the transfer of funds for the month of November as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:	Seconded by:
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Ayes:	Nays:
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**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 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 **Reorganizational/Workshop Meeting** will be held on **Tuesday, January 7, 2020 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

**2019-2020**

Teacher	Section	Total	M	F
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.

# AGENDA

December 11, 2019

## Fire Drills: 2019-20

Month	Fire Drill	Emergency Drill
September	9/11/19	Lockdown 9/13/19
October	10/15/19	Evacuation Drill 10/4/19
November	11/15/19	Lockdown/Shelter in Place 11/18/19
December	12/10/19	
January		
February		
March		
April		
May		
June		

## HIB / V&V Report

As of Date of BOE Meeting	9/18/19	10/16/19	11/20/19	12/18/19
TOTAL # of Reported Incidents	0	0	1	0
Number of Unfounded Incidents	0	0	1	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. 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.