

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

**WEDNESDAY, AUGUST 19, 2020
PUBLIC MEETING
7:30 P.M. – Remote Meeting**

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 7, 2020. 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
Mrs. Bethany Buccino, Vice-President
Dr. Steven LoCascio
Mr. Raj Mehta
Mr. Theodore Skopak

III. Flag Salute

IV. Public Comment on Agenda Items

V. President's Report

VI. Superintendent's Report

- Reopening Plan Data – In-Person and Remote Instruction
- Re-certified - Stronge Teacher Effectiveness Performance Evaluation System
- NJQSAC Placement Letter
- Doctoral Completion / Dissertation Status

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions # 01 – 22.

- 1. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the proposed Merit Goals for Michelle V. Gadaleta in the 2020-2021 school year, for submission to the County Office of Education.

NOTE: Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 2. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the proposed Merit Goals for Steven J. Lella in the 2020-2021 school year, for submission to the County Office of Education.

NOTE: Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 3. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2020-2021 school year.

NOTE: Merit Goals Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 4. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2020-2021 school year.

NOTE: Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 5. **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): Jeanine Whitman
 Event: Out-of-District Placement Meeting
 Location: Shepard School, Kinnelon, NJ
 Date: 7/15/20
 Cost: \$14.00 mileage

Staff Member(s): Katie McNish
 Event: Art in Focus, AENJ Virtual 2020 Conference
 Location: Online
 Date: 10/24/20
 Cost: \$140

Moved by:

Seconded by:

Ayes:

Nays:

- 6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following substitutes for the 2020-2021 school year, at \$95/day, pending the usual criminal history and background check for new hires*:

Farrah Carnahan	Teacher
Elizabeth DeStefano	Teacher
Richard DeVivo	Teacher
Joan Ganton	Teacher
Marla Kearney	Teacher
Lori Kwiatkowski	Teacher
Lucille Lapone	Teacher
Meg Lipper	Teacher
Evelyn Peter	Teacher
Peggy Anne Reinhardt	Teacher
Jackie Savarese	Teacher
Anne Smith *	Teacher
Jennifer Sullivan	Teacher
Patricia Wahl	Teacher
Mariam Whelan	Teacher

Moved by:

Seconded by:

Ayes:

Nays:

- 7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the list of possible field trips for the 2020-2021 school year. All field trips will be conducted virtually until further notice.

NOTE: List Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Curriculum List and Revision Dates for the 2020-2021 school year.

NOTE: List Attached

Moved by:

Seconded by:

Ayes:

Nays:

- 9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Textbook List for the 2020-2021 school year.

NOTE: List Attached

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 Bylaws/Policies/Regulations:

- P1648.02 Remote Learning Options for Families (New)
- P 2270 Religion in Schools (Revised)
- P 2431.3 Heat Participation Policy for Student-Athlete Safety (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P&R 5200 Attendance (M) (Revised)
- P&R 5320 Immunization (Revised)
- P&R 5330.04 Administering an Opioid Antidote (M) (Revised)

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

EFRD – Fall Recreation Baseball League
 8/24/20 – 11/1/20
 M-F from 5:00pm-Dusk; Sat-Sun from 9:00am-12Noon

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

Moved by: Seconded by:

Ayes: Nays:

- 14. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the revised 2020-2021 School Calendar and staggered Arrival/Dismissal Schedule.

NOTE: Calendar & Schedule Attached

Moved by: Seconded by:

Ayes: Nays:

- 15. 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 2020-2021 School Year.

NOTE: Copy in Superintendent’s Office

Moved by: Seconded by:

Ayes: Nays:

- 16. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District Mentoring Plans and Statement of Assurance for the 2020-2021 School Year.

NOTE: Copy in Superintendent’s Office

Moved by: Seconded by:

Ayes: Nays:

17. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Official Release for the 2018-2019 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:

18. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the retirement of Beth Leggett, Administrative Assistant, effective December 31, 2020.

Moved by: Seconded by:

Ayes: Nays:

19. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at Winston School (Student 270198) for the 2020-2021 school year, at the following daily/yearly rates:

Estimated 180 days at \$395.55/day for:
• September 1, 2020 through June 30, 2021
Total school year cost not to exceed: **\$71,200.00**

Moved by: Seconded by:

Ayes: Nays:

20. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Out-of-District Program Costs at Shepard School (Student 270588) for the 2020-2021 school year, at the following daily/yearly rates:

Estimated 183 days at \$312.09/day for:
• September 1, 2020 through June 30, 2021
Total school year cost not to exceed: **\$57,112.47**

Moved by: Seconded by:

Ayes: Nays:

21. RESOLVED, that the Essex Fells Board of Education, upon the recommendation of the Superintendent, accepts and approves the finalized 2019 QSAC scores as completed by the Essex Executive County Superintendent.

Moved by: Seconded by:

Ayes: Nays:

22. RESOLVED, that the Essex Fells Board of Education, upon the recommendation of the Superintendent, accepts and approves an additional 10 hours for Jackie Castellano, Technology Coordinator, for Summer 2020, at the contracted rate.

Moved by: Seconded by:

Ayes: Nays:

VIII. Business Administrator’s Report

- 2020-21 State Aid Reduction
- OOD Transportation

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):

Reappointment Meeting Minutes 6/17/20

Moved by: Seconded by:

Ayes: Nays:

2. RESOLVED that the Board of Education approves additional bills and claims for June in the amounts of \$6,749.73, \$62,439.82 & 26,743.17; for July in the amount of \$127,586.43; and for **August in the amount of \$117,160.50** 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 \$384,595.97 including \$358,276.39 for the gross payroll, \$7,264.41 for the Board’s share of FICA/Medicare and \$19,055.17 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 \$80,865.95 including \$75,169.92 for the gross payroll, \$3,959.82 for the Board’s share of FICA/Medicare and \$1,736.21 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 as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Seconded by:
 Ayes: Nays:

- 5. **BE IT RESOLVED** by the Essex Fells Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as “Agreement”) between the Board and the Parents of a student whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

Moved by: Seconded by:
 Ayes: Nays:

- 6. **WHEREAS**, the Essex Fells Board of Education was notified of a reduction in its 2020-21 State Aid as a result of the Covid-19 pandemic and may elect to reduce appropriations;

WHEREAS, the Essex Fells Board of Education received notice of a reduction in State Aid for the 2020-21 school year in the amount of \$18,884;

THEREFORE, BE IT RESOLVED that in order to balance the 2020-21 budget, the Essex Fells Board of Education will reduce appropriations for the 2020-21 budget in the following account line:

11-190-100-610-050-04	Technology	-\$18,884
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Moved by: Seconded by:
 Ayes: Nays:

- 7. **BE IT RESOLVED**, that the Essex Fells Board of Education approve of Student Transportation Agreements with the Caldwell/West Caldwell Board of Education, effective September 1, 2020 to June 30, 2021 for the following amounts:

Newmark Student #1	\$15,000
Shepard School Student #1	\$ 7,500

Moved by: Seconded by:

Ayes: Nays:

X. Old Business / Board Discussion

XI. New Business / Board Discussion

XII. Meeting Open for Public Comment

XIII. Adjournment

BE IT RESOLVED that this public meeting of the Board of Education be adjourned. The next **Workshop Meeting** is scheduled remotely for **Wednesday, September 9, 2020 at 7:30 P.M.** and the next **Regular Meeting** is scheduled remotely for **Wednesday, September 23, 2020 at 7:30 P.M.**

Moved by: Seconded by:

Ayes: Nays:

AGENDA

August 19, 2020

2020-2021

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Duarte	PS/AM	14	9	5
Mrs. Burger/Ms. Duarte	PS/PM	14	7	7
Mrs. Gann	KG	17	10	7
Ms. Livio/Mrs. Takkell	KL/T	17	7	10
Mrs. Brutman	1B	13	9	4
Mrs. Hromoko	1H	13	10	3
Ms. Mitchell/Mrs. MacKenzie	2M/M	15	7	8
Mrs. Quinn	2Q	15	6	9
Ms. Franzi	3F	16	8	8
Ms. Kowalski/Ms. Wieczorek	3K/W	15	8	7
Mrs. Banek/Mrs. Brzostowski	4B/B	14	7	7
Mrs. Hacker/Ms. Butler	4H/B	14	8	6
Ms. Craveiro/Mrs. Vetere	5C/V	19	5	14
Mrs. Truchel/Ms. Maloney	5T/M	20	11	9
Mrs. Buonomo/Mrs. Criscione	6B/C	19	9	10
Mrs. Christopher/Ms. Myers	6C/M	18	12	6
TOTAL		254	134	120
Out-of-District		4*		
FINAL TOTALS		258		

*Total includes 4 out-of-district students.

Fire Drills: 2020-21

Month	Fire Drill	Emergency Drill
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

HIB / V&V Report

As of Date of BOE Meeting									
TOTAL # of Reported Incidents									
Number of Unfounded Incidents									
Number of Founded Incidents									
Violence & Vandalism Incidents									

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.