

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

**WEDNESDAY, MARCH 18, 2020**

**PUBLIC MEETING  
1:00 P.M. – GYMNASIUM**

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 March 16, 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. Debra Tedesco, Vice-President  
Mrs. Bethany Buccino  
Dr. Steven LoCascio  
Mr. Theodore Skopak

**III. Flag Salute**

**IV. President's Report**

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

**VI. Superintendent's Report**

- COVID-19 Response
- Parent/Teacher Conferences
- Field Trips
- School Performance Report

**VII. Superintendent's Resolutions**

**RESOLVED** that the Board of Education approves Superintendent Resolutions #01 – 04.

- 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): John Viggiano  
Event: NJAHPERD 2020 Convention  
Location: Ocean Place Resort, Long Branch, NJ  
Date: 2/24-25/20  
Cost: \$164.90 Total (Fee = \$125.00; Mileage = \$39.90)

Staff Member(s): Marco Pannullo  
Event: Drone Certification Training  
Location: Drone Academy, Ringoes, NJ  
Date: 3/17-18/20  
Cost: \$205.00 Mileage

Staff Member(s): Jaclyn Franzl  
Event: What's New in Children's Literature and Strategies for Using it  
in Your Program Workshop  
Location: Wilshire Grand Hotel, West Orange, NJ  
Date: 3/27/20  
Cost: \$279.00

Staff Member(s): Molly Livio  
Event: Enterprises Annual Conference  
Location: Bergen County Educational Enterprises, Paramus, NJ  
Date: TBD (Cancelled for 3/27/20)  
Cost: \$0

Staff Member(s): Catherine Codella, Jeanine Whitman  
Event: Practical Strategies for Improving Attention-Seeking,  
Manipulative and Challenging Behaviors Workshop  
Location: Wilshire Grand Hotel, West Orange, NJ  
Date: 3/31/20  
Cost: \$279.00 per person

Staff Member(s): Patricia Pakonis  
Event: Practical Strategies for Improving the Behavior of Attention-  
Seeking, Manipulative and Challenging Students Workshop  
Location: West Orange, NJ  
Date: 3/31/20  
Cost: \$279.00



- 4. **RESOLVED** that the Board of Education accepts and approves, the generous donation of an EFS Bench from the Fiss/Stern/Mitchell Families.

Moved by:

Seconded by:

Ayes:

Nays:

**VIII. Business Administrator’s Report**

- Buildings and Grounds Updates
- 2020-21 Budget

**IX. Business Resolutions**

**RESOLVED** that the Board of Education approves Business Resolutions #01–04.

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

Workshop Meeting Minutes	2/5/20
Regular Meeting Minutes	2/19/20
Executive Session Minutes	2/19/20

Moved by:

Seconded by:

Ayes:

Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for March in the amount of \$131,538.19 as certified by the Business Administrator/ Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for February as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$359,853.33 including \$335,300.85 for the gross payroll, \$5,001.6 for the Board’s share of FICA/Medicare and \$19,550.88 for the State’s share of FICA/Medicare.

Moved by:

Seconded by:

Ayes:

Nays:

3. **RESOLVED** that the Board of Education approves the transfer of funds for the month of February as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

4. **BE IT RESOLVED** that the Essex Fells Board of Education in the County of Essex, New Jersey, approves the 2020-21 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$5,804,009.00	\$5,331,304.00
Special Revenue:	60,234.00	0.00
Debt Service:	<u>0.00</u>	<u>0.00</u>
TOTAL:	\$5,864,243.00	\$5,331,304.00

**BE IT FURTHER RESOLVED** that included in the budget is the use of Banked Cap in the amount of \$152,000.00 to address Special Education Costs.

**RESOLVED** that the Essex Fells Board of Education approve the total travel expenditures for the District at a maximum of \$20,000.00 for the 2020-21 school year; and

**RESOLVED** that the Business Administrator keep an accounting of all expenditures to ensure compliance with the approved amount; and

**BE IT FURTHER RESOLVED** that the Board authorizes the Superintendent and Business Administrator/Board Secretary to submit the preliminary budget to the Essex County Executive Superintendent of Schools for review and approval, to advertise the preliminary budget in the district’s official newspaper, and establish a public presentation and adoption of the final budget for the 2020-2021 school year on May 6th, 2020 at 7:30 P.M. in the Media Center of the Essex Fells School.

Moved by:

Seconded by:

Ayes:

Nays:

X. **Old Business / Board Discussion**

- Rolling Pick-up
- NJSLA Testing

**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** will be held on **Wednesday, April 8, 2020 at 7:30 P.M.** in the Superintendent’s Office. The next **Regular Meeting** will be held on **Wednesday, April 22, 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	15	8	7
Mrs. Quinn/Ms. Duarte	PS/PM	15	7	8
Mrs. Gann/Mrs. Takkel	KG/T	13	9	4
Ms. Livio	KL	13	10	3
Mrs. Brutman	1B	15	9	6
Ms. Mitchell/Mrs. Hromoko	1M/H	15	7	8
Ms. Burger	2B	16	8	8
Mrs. Fitzgerald/Mrs. MacKenzie	2F/M	17	9	8
Ms. Kowalski/Ms. Wieczorek	3K/W	15	8	7
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	20	12	8
Mrs. Truchel/Mrs. Criscione	5T/C	18	9	9
Mrs. Buonomo/Ms. Myers	6B/M	15	9	6
Mrs. Christopher	6C	16	11	5
<b>TOTAL</b>		<b>257</b>	<b>141</b>	<b>116</b>
Out-of-District		2*		
<b>FINAL TOTALS</b>		<b>259</b>		

\*Total includes 2 out-of-district students

**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	Lockdown 12/19/19
January	1/15/20	Shelter in Place 1/24/20
February	2/24/20	Shelter in Place 2/25/20
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	1/22/20	2/19/20	3/18/20
TOTAL # of Reported Incidents	0	0	1	0	0	0	0
Number of Unfounded Incidents	0	0	1	0	0	0	0
Number of Founded Incidents	0	0	0	0	0	0	0
Violence & Vandalism Incidents	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. 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.