The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting held remotely on August 19, 2020. The meeting was called to order by the Board President, Mrs. Kris Huegel, at 7:32 P.M. Mrs. Huegel read the following Statement of Compliance with the Open Public Meetings Act: "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 -7:32 P.M.

The meeting was called to order by the Board President.

II. Roll Call

Mrs. Kris Huegel, President-present

Mrs. Bethany Buccino, Vice-President-present

Dr. Steven LoCascio-absent

Mr. Raj Mehta-present

Mr. Theodore Skopak-present

Also present: Mrs. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; and 49 members of the public.

III. Flag Salute

The Board President led the salute to the flag.

IV. Public Comment on Agenda Items

None

V. President's Report

None

VI. Superintendent's Report

- Mrs. Gadaleta reported that she had informed the County Office of the Essex Fells School re-opening plan and that it is on the district's website and updated daily. Currently we are expecting 236 in person students with 21 remote.
- Mrs. Gadaleta noted that the staff are setting up and she is very excited to see them coming back in.
- An Art Therapist session will be held at the end of the month.
- Mrs. Gadaleta spoke on another calendar approval for the first 4 week sessions, and Monday's Executive Order regarding Election Day. The district needs to close for a full day of remote learning. Mrs. Gadaleta also noted the staggered arrival and departure times.
- Mrs. Gadaleta informed the Board that she gets recertified each year for the Stronge Teacher Effectiveness
 Performance Evaluation System, which is the EFS model for teacher evaluations. There is no guidance as of yet
 regarding 2020-21 evaluations.
- Mrs. Gadaleta reported on the NJQSAC State Monitoring Letter. The district overall received a high rating, with minimal reductions in Curriculum and Instruction scoring and some test scores. Overall EFS is still a high performing district.
- Mrs. Gadaleta provided an update on her Doctoral Completion / Dissertation. She did graduate in May however she was not able to finalize her Dissertation yet. She hopes to have this completed during the 2020-21 school year.

August 19, 2020

- Mrs. Gadaleta hopes to have the class lists finalized by Friday.
- Mrs. Gadaleta noted the resolution regarding the Road Back Policy
- Mrs. Gadaleta sadly noted the resolution accepting Mrs. Leggett's retirement on December 31st. Mrs. Leggett has been
 the face of the main office for the last 20 years and will definitely be missed. She thanked her for her years of service
 and wished her well.

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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

 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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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)
P 5610	Suspension (M) (Revised)
R 5610	Suspension Procedures (M) (Revised)
P 5620	Expulsion (M) (Revised)
P&R 8320	Personnel Records (M) (Revised)

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

11. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the *Restart and Recovery Plan to Reopen Schools*.

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

12. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading and adoption of the following Bylaws/Policies/Regulations:

P 0152	Board Officers
P 1581	Domestic Violence
R 1581	Domestic Violence (New)
P 1648	Restart and Recovery Plan (New)
P 1649	Federal Families First Coronavirus (COVID-19)
	Response Act (M) (New)
P 2422	Health and Physical Education
P 3421.13	Postnatal Accommodations (New)
P 4421.13	Postnatal Accommodations (New)
P&R 5330	Administration of Medication
P 7243	Supervision of Construction
P 8210	School Year
P 8220	School Day
R 8220	School Closings
P 8462	Reporting Potentially Missing or Abused Children

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes:4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes:4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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.

ESSEX FELLS BOARD OF EDUCATION

REGULAR MEETING MINUTES

August 19, 2020

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays:0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

August 19, 2020

VIII. Business Administrator's Report

- Mr. Lella noted the resolution for the reduction in 2020-21 State Aid in the amount of 18k. He also noted thAT
 fortunately the district is receiving and accepting Title I funding this year in the amount of 21k which will help offset
 the lost state aid.
- Mr. Lella noted the resolution for Out of District Transportation with the Caldwell / West Caldwell BOE.

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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

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: Mrs. Buccino Seconded by: Mr. Skopak

Ayes: 4 Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

X. Old Business / Board Discussion

None

XI. New Business / Board Discussion

None

XII. Meeting Open for Public Comment

• Mrs. DiGiovanni asked about Mrs. Leggett's retirement.

XIII. Adjournment

At 7:48 P.M. the Board of Education made a motion to adjourn. The next Workshop Meeting is scheduled remotely for <u>Wednesday</u>, <u>September 9, 2020 at 7:30 P.M.</u> and the next <u>Regular Meeting</u> is scheduled remotely for <u>Wednesday</u>, <u>September 23, 2020 at 7:30 P.M.</u>

Moved by: Mrs. Buccino

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella Business Administrator/ Board Secretary