

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

WEDNESDAY, SEPTEMBER 21, 2022

REGULAR 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 5th, 2022. 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
Mrs. Kris Huegel
Mr. Raj Mehta
Mr. Theodore Skopak

III. Flag Salute

IV. President's Report

V. Public Comment on Agenda Items Only

VI. Superintendent's Report

- School Reopening
- Back to School Night
- Picture Day
- NJ Start Strong Testing
- SEL

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 –09.

- 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): Laura Quinn
Event: 3 Stages of Learning Numbers & Operations in Base Ten
Location: Conquer Math
Date: 10/14/22
Cost: \$170.00

Staff Member(s): Laura Quinn
Event: Operations and Algebraic Training
Location: Conquer Math
Date: 1/31/23
Cost: \$170.00

Staff Member(s): Rory Duarte
Event: 3 Stages of Learning Numbers & Operations in Base Ten
Location: Conquer Math
Date: 10/14/22
Cost: \$170.00

Staff Member(s): Rory Duarte
Event: Operations and Algebraic Training
Location: Conquer Math
Date: 1/31/23
Cost: \$170.00

Staff Member(s): Rosalie Takkel
Event: 3 Stages of Learning Numbers & Operations in Base Ten
Location: Conquer Math
Date: 10/14/22
Cost: \$170.00

Staff Member(s): Rosalie Takkel
Event: Operations and Algebraic Training
Location: Conquer Math
Date: 1/31/23
Cost: \$170.00

Staff Member(s): Steven Lella
Event: Monthly Association of School Business Officials
Location: Nanina's In the Park, Belleville, NJ
Date: 9/28/22, 10/19/22, 11/16/22, 12/9/22, 1/18/23, 2/15/22, 3/29/22,
4/26/22, 5/24/22
Cost: \$300.00

Staff Member(s): Steven Lella
Event: Lockdown Active Shooter Training
Location: Maggiano's Hackensack NJ
Date: 10/6/22
Cost: \$0.00

Staff Member(s): Rebecca Santin
Event: Harassment, Intimidation, and Bullying (HIB) Training Program
Fall 2022
Location: American Legion, Toms River, NJ
Date: 9/27/22
Cost: \$221.02

Staff Member(s): LeeAnn Smith
Event: Special Education Roundtable
Location: West Orange, NJ
Date: 9/27/22, 10/18/22, 11/15/22, 12/19/22, 1/17/23, 2/14/22, 3/14/22,
4/18/22, 5/16/22, 6/13/22
Cost: \$41.36

Staff Member(s): LeeAnn Smith
Event: LDA Learning Disabilities Summit
Location: Virtual
Date: 10/11/22 & 11/04/22
Cost: \$29.00

Staff Member(s): Michelle Barshay
Event: Dyslexia Early Intervention: Practical Strategies for Intercepting
and Correcting Reading Difficulties Grades K-6
Location: Virtual
Date: 12/2/22
Cost: \$279.00

Staff Member(s): Lisa Massaro
Event: Dyslexia Early Intervention: Practical Strategies for Intercepting
and Correcting Reading Difficulties Grades K-6
Location: Virtual
Date: 11/29/22
Cost: \$279.00

Staff Member(s): Katie McNish
Event: NJECC
Location: Virtual/ Montclair State University
Date: 9/16/22, 10/21/22, 11/18/22, 12/9/22, 1/20/23, 2/10/22, 3/7/22,
4/21/22, 5/19/22, 6/8/22
Cost: \$0.00

Staff Member(s): Marco Pannullo
Event: NJECC
Location: Virtual/ Montclair State University
Date: 9/16/22, 10/21/22, 11/18/22, 12/9/22, 1/20/23, 2/10/22, 3/7/22,
4/21/22, 5/19/22, 6/8/22
Cost: \$0.00

Staff Member(s): Enrique Manlapid
Event: NJSLs Mathematics Implementation Supports Committee
Workshop
Location: Virtual
Date: 9/22/22
Cost: \$0.00

Staff Member(s): Laurie Fischer
Event: Building Language Comprehension Prek-2
Location: Morris-Union Junction Commission
Date: 11/29/22
Cost: \$156.28

Moved by: Seconded by:

Ayes: Nays:

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request extension for the following:

PTA Meetings - Media Center 8:45-9:45am
Dates: 9/22/22, 10/13/22, 11/3/22, 12/1/22, 1/5/23, 2/2/22, 3/2/22, 4/6/22, 5/4/22, 6/1/22

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 extension for the following:

6th Grade Carwash - Blacktop
10/1/22 – 8:30am – 12:30pm

Moved by: Seconded by:

Ayes: Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request extension for the following:

Daisy Girl Scout Troop (1st grade) – Gymnasium
10/7/22, 11/4/22, 12/2/22, 1/6/23, 2/3/23, 3/3/23, 4/21/23, 5/12/23
6/2/23
3:05pm – 4:15pm

Moved by: Seconded by:

Ayes: Nays:

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Use of Facilities Request for the following:

EFFEE - Fall 2022 Enrichment Programs
10/18/22 – 12/22/22
Gymnasium & Classrooms

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Administrative Assistant Job Description.

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Education and Law Enforcement Memorandum of Agreement.

Moved by:

Seconded by:

Ayes:

Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Belinda O'Donnell, Substitute Teacher for the school year 2022-2023, pending the usual criminal history, background check and county approval.

Moved by:

Seconded by:

Ayes:

Nays:

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the second reading adoption of the following bylaws/regulations/policies:

P 0163	Quorum (Revised)
P 1511	Board of Education Website Accessibility (M) (Revised)
P 2415	Every Student Succeeds Act (M) (Revised)
P 3216	Dress and Grooming (Revised)
P 3270	Professional Responsibilities (Revised)
R 3270	Lesson Plans and Plan Books (Revised)
P 4216	Dress and Grooming (New)
P & R 5513	Care of School Property (M) (Revised)
P 5722	Student Journalism (M) (New)
P 1648.15	Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2417	Student Intervention and Referral Services (M) (Revised)
P 3161	Examination for Cause (Revised)
P 4161	Examination for Cause (Revised)
P 5512	Harassment, Intimidation, and Bullying (M) (Revised)
P& R 7410	Maintenance and Repair (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
P & R 9320	Cooperation with Law Enforcement Agencies (M) (Revised)

Moved by:

Seconded by:

Ayes:

Nays:

VIII. Business Administrator's Report

- Extraordinary Aid Amount

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-05.

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

Regular Meeting Minutes	8/17/22
Executive Session Minutes	8/17/22
Special Meeting Regular Meeting Minutes	8/24/22

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education approves bills and claims for September in the amounts of \$40,306.61 and \$283,768.10 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for August as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$80,752.90 including \$75,148.05 for the gross payroll, \$3,566.99 for the Board's share of FICA/Medicare and \$2,037.86 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 July as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

4. **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2022 Extraordinary Aid funding to the 2022-23 school budget in the amount of \$70,523 to line account 11-120-100-101-01; and

BE IT FURTHER RESOLVED that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2021-22 school budget and received an award of Extraordinary Aid in the

amount of \$70,523; and

BE IT FURTHER RESOLVED that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Business Administrator, the following stipend position for the 2022-2023 school year.

Tina Rivera

Substitute Coordinator - \$3,000

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Roof Update
- Safety and Security/Class III Officer

XI. New Business / Board Discussion

XII. 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 personnel and 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

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 **Thursday, October 6, 2022 at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

September 21, 2022

2022-2023

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Wiezcorek	PS/AM	15	12	3
Mrs. Burger/Ms. Wiezcorek	PS/PM	14	6	8
Mrs. Focarino	KF1	12	7	5
Mrs. Fornini	KF2	13	7	6
Mrs. Brutman	1B	15	8	7
Mrs. Gann/Mrs. Hromoko	1GH	15	6	9
Ms. Duarte/Mrs. Takkel	2DT	20	9	11
Mrs. Quinn	2Q	19	7	12
Mrs. Fitzgerald/Mrs. MacKenzie	3FM	14	10	4
Ms. Kowalski	3K	15	11	4
Mrs. Banek	4B	15	6	9
Mrs. Hacker/Mrs. Lodato	4HL	15	6	9
Ms. Butler/Mrs. Brzostowski	5BB	16	9	7
Mrs. Truchel	5T	15	7	8
Mrs. Criscione	6C	16	9	7
Mr. Manlapid/Mrs. Carroll	6MC	15	7	8
TOTAL		244	127	117
Out-of-District		3		
FINAL TOTALS		247		

*Total includes 3 out-of-district students.

8/29/2022

Fire Drills: 2022-2023

Month	Fire Drill	Emergency Drill
August	Fire Alarm System Test 8/1/22 12:25pm with Haig	Silent Alarm & 911 Button Test 8/1/22, 9:35am with Entel/EFPD
September	9/20/22	
October		
November		
December		
January		
February		
March		
April		
May		
June		
July	7/26/22	Silent Alarm – 7/29/22

HIB / V&V Report

As of Date of BOE Meeting	9/7/22	9/21/22														
TOTAL # of Reported Incidents	0	0														
Number of Unfounded Incidents	0	0														
Number of Founded Incidents	0	0														
Violence & Vandalism Incidents	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.