

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Workshop Meeting held in the Media Center on November 30, 2022. The meeting was called to order by the Board President, Mrs. Amanda Haber, at 7:30 P.M. Mrs. Haber 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 5, 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.**

- The meeting was called to order by the Board President.

**II. Roll Call**

Mrs. Amanda Haber, President-Present  
 Mr. John Toth, Vice-President-Present  
 Mrs. Kris Huegel-Present  
 Mr. Raj Mehta-Absent  
 Mr. Theodore Skopak-Present

Also present: Dr. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary and (2)Members of the Public.

**III. Flag Salute**

- The Board President led the salute to the flag.

**IV. President's Report**

- None

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

- None

**VI. Superintendent's Report**

- Dr. Gadaleta noted that the marking period ends Friday and report cards will be live next Friday.
- The All-School Concert will be December 22<sup>nd</sup> and will be outdoors. Refreshments will be served by the PTA.
- Holiday Break will begin December 23<sup>rd</sup>, with a 12:45 pm dismissal.

**VII. Buildings & Grounds**

- Dr. Gadaleta and Mr. Lella provided an update on the roof project. The vendor addressed the final punch list on November 23<sup>rd</sup>. We will await proof provided to the architect.
- Dr. Gadaleta researched the HVAC grant information. We will contact the architect and vendors for a district HVAC audit.

**VIII. Curriculum & Instruction**

- Dr. Gadaleta noted the first draft of the Library curriculum was ready for review, the Health and PE second draft is getting close. Both will be on the website.

- Dr. Gadaleta informed the Board that the DOE sent out a broadcast regarding Start Strong ISRs. Reports are ready to go to districts and will be out December 12<sup>th</sup>.

#### **IX. Finance**

- Mr. Lella noted that the 2021-22 audit dates have been extended. The Audsum from December 6<sup>th</sup> to January 5<sup>th</sup>, and the ACFR from January 5<sup>th</sup> to February 6<sup>th</sup>.
- Dr. Gadaleta and Mr. Lella provided some updates to the Board regarding the 2023-24 budget. Dr. Gadaleta will be working on SS and LA program quotes. Mr. Lella noted the challenge with our very small 2% CAP (110k), potential OOD placements and inflation. Dr. Gadaleta noted it will be a very challenging budget year.
- Mr. Lella provided the budget calendar.

#### **X. Personnel**

- Dr. Gadaleta explained the Health & PE teacher transition timeline. Mr. Finnegan will begin on 12/19 and Mrs. Brown will stay until 12/23 to assist with the transition. Mrs. Huegel noted that it was nice of Mrs. Brown to stay on and help with the transition, and Dr. Gadaleta agreed.

#### **XI. Policy**

- Dr. Gadaleta provided the Board with the revised P9205 – Communication between parents and staff members. The Board reviewed and discussed.

#### **XII. Old Business / Board Discussion**

- Dr. Gadaleta provided an update on the Class III Officer. We are waiting to hear from the Borough in regard to passing their ordinance to move forward. We forwarded what we received from the Fairfield BOE.
- Mr. Lella informed the Board that BOE Election results had been confirmed by the County Clerk's Office. Mr. Lella congratulated Mrs. Lavoie and Mrs. Burke and thanked Mr. Diaco and Mrs. Candido for running. The BOE reappointment meeting will be January 4<sup>th</sup>, 2023. Mr. Lella thanked Mrs. Huegel and Mr. Skopak for their years of service to the Board.
- Dr. Gadaleta discussed with the Board our DPR Uploads to the DOE for NJQSAC. The Board feels we can adjust our point deduction for the CSA evaluation.
- Dr. Gadaleta provided a final draft of the 2023-24 calendar. Dr. Gadaleta noted that this version might be revised due to assessment start dates.

#### **XIII. New Business / Board Discussion**

- Dr. Gadaleta reported to the Board that we are working with our vendor on the Share911 Alert System. We have had 2 drills so far that have had some issues. Our December drill will be with Share911 and the EFPD.
- Dr. Gadaleta informed the Board of issues with building security and kids hanging out and wandering throughout the building, not watching the Variety Show. The Board discussed.
- Dr. Gadaleta informed the Board of a volunteer request, and the last such request was a former student who helped out during COVID.
- The Board decided to keep the December 14<sup>th</sup> meeting date as scheduled.

**XIV. Public Comment**

- Mrs. D'Avella weighed in on the issues with security at the Variety Show, noting that Foundation parents have assisted in the past and perhaps could again.
- Mrs. Lavoie noted that she did hear about poor behavior at the Variety Show as well and wondered if parents would volunteer to assist.

**XV. Resolution to Enter Executive Session**

At 8:36 P.M. the Board made a motion to enter into Executive Session 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: Mr. Skopak

Seconded by: Mrs. Huegel

Ayes: 4

Nays: 0

**XVI. Adjournment**

At 8:59 P.M. the Board made a motion to adjourn. The next meeting of the Board of Education will be held on **Wednesday, December 14, 2022, at 7:30 P.M.** in the Media Center.

Moved by: Mr. Skopak

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella  
Business Administrator/Board Secretary