

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting held in the Media Center on September 20, 2023. The meeting was called to order by the Board Vice- President, Mr. John Toth at 7:30 P.M. Mr. Toth 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 4, 2023. 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 Vice- President.

II. Roll Call

Mrs. Amanda Haber, President-Absent
Mr. John Toth, Vice-President-Present
Mr. Raj Mehta-Present
Mrs. Caragh Lavoie-Present
Mrs. Jacquelyn Burke-Present

Also present: Dr. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; 1 Member of the Public and 1 Staff Member.

III. Flag Salute

- The Board Vice- President led the flag salute.

IV. President’s Report

- Mr. Toth recognized the efforts made to open the new school year.

V. Public Comment on Agenda Items Only

- None

VI. Superintendent’s Report

- Dr. Gadaleta reported on a successful opening of school and positive feedback she received at Back to School Night. Officer Tedesco was able to meet many members of the community, and Dr. Gadaleta also thanked the PTA for the Book Fair.
- Dr. Gadaleta noted what a beautiful day we had for school pictures. She is considering moving the sibling time slots in order to fit everyone in, as it is a full and busy day.
- Dr. Gadaleta informed the Board of the Staff Professional Development that had taken place the first 2 days. There is also a new Apple PD during the 1st 2 weeks of school.
- Dr. Gadaleta noted that the staff are beginning assessments to measure student growth.
- Mrs. Lavoie asked how the new teachers are doing. Dr. Gadaleta noted they are doing well and becoming acclimated.
- Mr. Toth asked about Officer Tedesco and the parents and staff interaction. Dr. Gadaleta noted that it’s going well and reminded volunteers to be aware of your duty as a volunteer.
- Mr. Toth asked about the new subs. Dr. Gadaleta was excited, as both have teaching experience.

VII. Superintendent’s 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): Katie McNish
 Event: NAEA Conference
 Location: Virtual
 Date: TBD
 Cost: \$70.00

Staff Member(s): Deana Hromoko
 Event: Decrease Attention-Getting and Tantrum Behaviors: Practical Solutions (PK-2nd)
 Location: Virtual
 Date: TBD
 Cost: \$279.00

Staff Member(s): Danielle Jaworski
 Event: NJSLs Grade 5 Year 2
 Location: Conquer Mathematics
 Date: 10/27/23, 1/4/24, 4/30/24
 Cost: \$540.00

Staff Member(s): Jaclyn Carroll
 Event: Strengthening the Executive Function Skills of Students K-12
 Location: Virtual
 Date: 8/7/23
 Cost: \$159.00

Staff Member(s): Mary Renz
 Event: 32nd Annual School Health Conference
 Location: Somerset, NJ
 Date: 10/18/23
 Cost: \$309.99

Staff Member(s): Laurie Fischer
 Event: PROMPT Level 1 Introduction
 Location: Morris Union Jointure Commission
 Date: 11/6/23 – 11/8/23
 Cost: \$813.01

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

2. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 Threat Assessment Committee:

Michelle Gadaleta
 Steven Lella
 Anthony Tedesco
 Judi Reynolds
 Erika Pilato

Superintendent/Principal
 School Business Administrator
 SLEOIII
 Teacher Representative
 School Counselor

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2023-2024 Textbook Committee:

Michelle Gadaleta Superintendent/Principal
 Teacher Representatives per grade level/subject area for
 all resource review considerations

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Jennifer Schroeder, Substitute Teacher for the school year 2023-2024, pending the usual criminal history, background check and county approval.

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Kristin Gates, Substitute Teacher for the school year 2023-2024, pending the usual criminal history, background check and county approval.

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

6. **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 – STEAM Room 8:45-9:45am
 Dates: 9/14/23, 10/5/23, 11/2/23, 12/14/23, 1/4/24, 2/1/24, 3/7/23, 4/11/24, 5/2/24, 6/13/24

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

7. **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
 9/23/23 – 10:00am – 2:00pm

Moved by: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 4

Nays: 0

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

EFRD Youth Basketball Program
Gymnasium
11/13/23 – 3/22/24 – 5:00pm – 8:00pm

Moved by: Mrs. Lavoie Seconded by: Mrs. Burke

Ayes: 4 Nays: 0

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

EFFEE - Fall 2023 Enrichment Programs
10/7/23 – 12/21/23
Gymnasium & Classrooms

Moved by: Mrs. Lavoie Seconded by: Mrs. Burke

Ayes: 4 Nays: 0

VIII. Business Administrator’s Report

- Mr. Lella noted that the 2022-23 School Year Audit would begin soon.
- Dr. Gadaleta referenced the resolution for the donation for Kelly’s Corner, and thanked the PTA and the Foundation for what they are going to donate as well. The project is coming to completion at which time we will have a ribbon cutting ceremony.

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-08.

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

Regular Meeting Minutes	August 16 th , 2023
Executive Meeting Minutes	August 16 th , 2023

Regular Meeting Minutes	September 6 th , 2023
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Moved by: Mrs. Burke Seconded by: Mrs. Lavoie

Ayes: 4 Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for September in the amount of \$234,923.52, 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 \$90,693.91 including \$84,385.50 for the gross payroll, \$4,207.85 for the Board’s share of FICA/Medicare and \$2,100.56 for the State’s share of FICA/Medicare.

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

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 June;

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 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. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education approves the transfer of funds for the month of July & August as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education approves an additional 2 (two) 2023 summer hours for Catherine McNish, Technology Coordinator at \$65 per hour.

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

6. **RESOLVED** that the Board of Education approves an additional 1 (one) 2023 summer tech hour for Ethan Frey at \$14.13 per hour.

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves donations from the Essex Fells Teacher’s Association and Dr. Michelle V. Gadaleta in the total amount of \$1,025 for the purpose of Kelly’s Corner.

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Nicole Axentiou as Kindergarten Maternity Leave Teacher, BA Step 5, for the 2023-2024 school year at a prorated salary of \$25,122.32 beginning September 1st, 2023, through January 5th, 2024.

*Correction from May 31, 2023, agenda

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 4

Nays: 0

X. Old Business / Board Discussion

- The Board discussed what steps could be taken if someone does not pay their After School Supervision invoice. They noted for Mr. Lella to send follow up letters and document.
- Dr. Gadaleta noted that she did decide to advertise again for the 6th Grade Math/Science vacancy. She will also consider filling from within.
- Dr. Gadaleta noted that she has the final 2024-25 W. Essex calendar. We will discuss further when we are together as a full Board.

XI. New Business / Board Discussion

- Dr. Gadaleta noted an issue with classroom door keys going missing. There will be a fee charged for lost keys. Dr. Gadaleta also noted to the Board that these are only in door classroom keys that have been an issue, and not for master keys which provide access to the buildings.
- Dr. Gadaleta and Mr. Toth will be attending a meeting at West Essex addressing WEHS start time and bussing issues and concerns. The consortium districts are also attending.
- Dr. Gadaleta noted that the EFTA Negotiations are coming up and will begin in January. The Board will discuss further at a future meeting.

XII. Public Comment

- None

XII. Adjournment

At 8 :11 P.M. the Board made a motion to adjourn. The next workshop meeting of the Board of Education will be held on **Wednesday, October 4, 2023, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

Respectfully Submitted,

Mr. Steven J. Lella
Business Administrator/
Board Secretary