

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

WEDNESDAY, JANUARY 20, 2021

WORKSHOP MEETING – 7:30 P.M. – VIRTUAL

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 8, 2021. 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. Kris Huegel, President
- Dr. Steven LoCascio, Vice-President
- Mrs. Amanda Haber
- Mr. Raj Mehta
- Mr. Theodore Skopak

III. Flag Salute

IV. Public Comment on Agenda Items Only

V. President’s Report

VI. Superintendent’s Report

- MLK Day of Service – Thank you to the PTA for supplies
- Thank you to the EFCC and EFEE for the outdoor heaters and supplies
- Retirements
- Remote Learning Program Correspondence from Families

VII. Superintendents 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 retirement of Mrs. Nina Buonomo, Elementary School Teacher effective June 30, 2021.

Moved by:

Seconded by:

Ayes:

Nays:

2. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the retirement of Mrs. Catherine Codella, Art Therapist Counselor effective June 30, 2021.

Moved by:

Seconded by:

Ayes:

Nays:

3. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, Draft D of the 2021-2022 School Calendar

Moved by:

Seconded by:

Ayes:

Nays:

4. 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): Kristen Kowalski
Event: Informational/Expository Skills Strategic Reading & Productive Feedback
Location: Online
Date: 1/29/21
Cost: \$165.00

Staff Member(s): Jaclyn Franzi
Event: Informational/Expository Skills Strategic Reading & Productive Feedback
Location: Online
Date: 1/29/21
Cost: \$297.00

Staff Member(s): Shannon Maloney
Event: Helping your Struggling Readers Who Have Fallen Behind
Location: Online
Date: 2/10/21
Cost: \$279.00

Staff Member(s): Rebecca Santin
Event: Trauma Informed Practice in the Age of COVID
Location: Online
Date: 2/6/21
Cost: \$65.28

Staff Member(s): Rory Duarte
Event: NJASCD 5th Annual Early Childhood Conference
Location: Online

Date: 2/25/21
Cost: \$50.00

Staff Member(s): Marissa Burger
Event: NJASCD 5th Annual Early Childhood Conference
Location: Online
Date: 2/25/21
Cost: \$50.00

Staff Member(s): Michelle Truchel
Event: Best, Cutting Edge Strategies for 5TH Grade
Location: Online
Date: 3/18/21
Cost: \$279.00

Staff Member(s): Monica Craveiro
Event: Best, Cutting Edge Strategies for 5TH Grade
Location: Online
Date: 3/18/21
Cost: \$279.00

Staff Member(s): Danielle Butler
Event: Strengthen Your Special Needs Students Executive Function Skills
Location: Online
Date: 3/4/21
Cost: \$279.00

VIII. Business Administrator’s Report

- 2021-22 Budget Update
- 2019-20 Audit

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):

Workshop Meeting Minutes	10/7/20
Regular Meeting Minutes	10/21/20
Executive Session Meeting Minutes	10/21/20
Workshop Meeting Minutes	11/4/20
Regular Meeting Minutes	11/18/20
Executive Session Meeting Minutes	11/18/20

Workshop Meeting Minutes 12/2/20
Executive Session Meeting Minutes 12/2/20

Moved by: Seconded by:

Ayes: Nays:

- 2. **RESOLVED** that the Board of Education approves bills and claims for January in the amounts of \$157,859.18 as certified by the Business Administrator/ Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for December as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$406,244.17, including \$379,401.33 for the gross payroll, \$7,858.84 for the Board’s share of FICA/Medicare and \$18,984.00 for the State’s share of FICA/Medicare.

Moved by: Seconded by:

Ayes: Nays:

- 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 December;

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:

Seconded by:

Ayes:

Nays:

4. **RESOLVED** that the Board of Education approves the transfer of funds for the months of December and January as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Essex Fells Board of Education approves the submission of the following Special Education Medicaid Initiative (SEMI) Program Waiver to the Essex County Office of Education:

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) program for the 2021-2022 school year, and

WHEREAS, the Essex Fells Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Essex Fells Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Essex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2021-2022 school year.

Moved by:

Seconded by:

Ayes:

Nays:

X. Old Business / Board Discussion

- Policy P1648.05 Remote Learning
- Policy P9205 Communication between Parents and Staff Members

XI. New Business / Board Discussion

- FFCRA Staff Quarantine
- Bylaw 0142 Board Member Qualifications, Prohibited Acts and Code of Ethics
- Policy P9230 Parental Responsibilities
- Policy P1100 District Organization
- Policy P1110 Organizational Chart
- Policy P1210 Board-Superintendent Relations
- Policy P1230 Superintendent’s Duties
- Policy P5200 Attendance
- Policy P1648.02 Remote Learning Options for Families
- Policy P1648.03 Restart and Recovery Plan – Full – Time Remote Instruction

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, legal matters, and negotiations. 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 **Wednesday, February 3, 2021, at 7:30 P.M.** virtually.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

January 20, 2021

2020-2021

Teacher	Section	Total	M	F
Mrs. Burger/Ms. Duarte	PS/AM	14	10	4
Mrs. Burger/Ms. Duarte	PS/PM	14	6	8
Mrs. Gann	KG	15	5	10
Ms. Livio/Mrs. Takkel	KL/T	17	8	9
Mrs. Brutman	1B	13	9	4
Mrs. Hromoko	1H	13	10	3
Ms. Mitchell/Mrs. MacKenzie	2M/M	13	5	8
Mrs. Quinn	2Q	15	6	9
Ms. Franzi	3F	16	8	8
Ms. Kowalski/Ms. Wiczorek	3K/W	15	8	7
Mrs. Banek/Mrs. Brzostowski	4B/B	15	7	8
Mrs. Hacker/Ms. Butler	4H/B	14	8	6
Ms. Craveiro/Mrs. Vetere	5C/V	19	8	11
Mrs. Truchel/Ms. Maloney	5T/M	20	9	11
Mrs. Buonomo/Mrs. Criscione	6B/C	19	9	10
Mrs. Christopher/Ms. Myers	6C/M	19	12	7
TOTAL		251	128	123
Out-of-District		4*		
FINAL TOTALS		255		

*Total includes 4 out-of-district students.

Fire Drills: 2020-21

Month	Fire Drill	Emergency Drill
September	9/21/20	Walkie-Talkie Check 9/18/20
October	10/9/20	Trespassing on Property 10/23/20
November	11/16/20	Emergency Call System Test 11/13/20
December*	12/10/20	Fire Drill Lesson 12/15/20
January	1/12/21	Security Drill 1/13/21
February		
March		
April		
May		
June		

*Drills scheduled prior to remote environment

HIB / V&V Report

As of Date of BOE Meeting	9/23/20	10/21/20	11/18/20	12/16/20	1/20/21					
TOTAL # of Reported Incidents	0	0	0	0	0					
Number of Unfounded Incidents	0	0	0	0	0					
Number of Founded Incidents	0	0	0	0	0					
Violence & Vandalism Incidents	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. 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.