

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Public/Workshop Meeting held in the Media Center on June 1, 2022. The meeting was called to order by the Board President, Mrs. Amanda Haber, at 7:31 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 May 19, 2022. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, and the Star Ledger.

**I. Call to Order – 7:31 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-Present  
Mr. Theodore Skopak-Absent

Also present: Dr. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; and 4 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 discussed the End of Year Events. The signs for the John P. Viggiano Memorial Field were unveiled at the beginning of the 6<sup>th</sup> Grade vs. Faculty softball game. Mrs. Viggiano and son and daughter were in attendance. Mr. Viggiano started the 6<sup>th</sup> consortium kickball game many years ago. North Caldwell continued the tradition and this year EFS won the tournament. The 6<sup>th</sup> graders are going on their stay over trip.
- There will be 2 West Essex Seniors helping EFS staff for Senior Service.
- Tomorrow we will be finishing NJSLA testing.
- Preliminary class lists will be prepared for 2022-23.
- Dr. Gadaleta shared the results of the Student Council Election: President – Emilia Eckert; Vice President – Hudson Steiner; Secretary – Lulu Huegel; Treasurer – Noah Bronstein. Dr. Gadaleta commended all the students who ran for a position. Mrs. Quinn and Mrs. Hromoko will be stepping down from running the Student Council and will be replaced by Mrs. Reynolds and Mr. Manlapid.
- Tiny Treasurers has sent out the Before and Aftercare paperwork.

- Dr. Gadaleta shared the 2020-2021 HIB Grades Report. There were 0 HIB and 12 Code of Conduct.
- Dr. Gadaleta informed the Board that last week EFS received notification of our award for No Place for Hate.
- Dr. Gadaleta noted that the Safe Return Committee met on May 23<sup>rd</sup>, via zoom. We will no longer continue the 3 feet contact tracing in school as it has become too difficult with all of the outside of school activities that are taking place. We will adjust as needed if necessary.
- Dr. Gadaleta thanked the PTA and Foundation for all they have done throughout the school year. Their efforts are extraordinary.
- Dr. Gadaleta noted the resolution for the retirement of Nancy Cannon. Dr. Gadaleta recognized her for her time and efforts and noted she will be missed.

## 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): LeeAnn Smith  
 Event: Various Mileage  
 Location: N/A  
 Date: Various  
 Cost: \$67.48

Staff Member(s): Steve Lella  
 Event: 2021-2022 Annual NJASBO Conference  
 Location: Atlantic City, NJ  
 Date: 6/7/22-6/10/22  
 Conference - \$275  
 Lodging - \$288  
 Mileage/Travel - \$151.95  
 Total Cost: \$714.95

Staff Member(s): Jessica Lodato  
 Event: Best, Powerful CO-Teaching Strategies to Accelerate Student Success  
 Location: Virtual  
 Date: TBD  
 Cost: \$279.00

Staff Member(s): Patricia Pakonis  
 Event: Enhancing Spanish Language Instruction: Practical Activities Strengthen Your Student's Proficiency in Spanish  
 Location: Virtual  
 Date: 6/10/22  
 Cost: \$159.00

Staff Member(s): Marisa Burger  
 Event: Teaching Strategies – Getting Started with Studies  
 Location: Virtual  
 Date: 5/24/22  
 Cost: \$0.00

Staff Member(s): Judi Reynolds  
Event: Strengthen Your RTI Program  
Location: Virtual  
Date: TBD  
Cost: \$595.00

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

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

6<sup>th</sup> Grade Car Wash  
5/21/22  
Between the buildings

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

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

2<sup>nd</sup> Grade Cub Scouts  
4/28/22, 5/12/22, 6/9/22  
Picnic tables (weather permitting) or Gym

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the STEAM Teacher Job Description:

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Technology Coordinator Job Description:

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following addition to the 2021-22 Field Trips List:

Gould Avenue Elementary School (6<sup>th</sup> Grade Kickball Game)

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the retirement of Nancy Cannon, Paraprofessional, effective July 1, 2022.

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of attained 2021-2022 Superintendent Merit Goals to the Essex County Office of Education for approval and District payment pending approval of the County Superintendent.

**NOTE:** Documentation Attached

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of attained 2021-2022 Business Administrator Merit Goals to the Essex County Office of Education for approval and District payment pending approval of the County Superintendent.

**NOTE:** Documentation Attached

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

**VII. Business Administrator's Report**

- Mr. Lella noted that the Business Resolutions on this agenda were from the May 18<sup>th</sup> meeting agenda, which was canceled.
- Mrs. Haber recognized resolution #5 and thanked Mrs. Viggiano for her donation to go towards the medals for the Olympics.

**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

4/6/22

Executive Session Minutes

4/6/22

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

2. **RESOLVED** that the Board of Education approves an additional bills and claims for April in the amount of \$27,810.53, and for May in the amount of \$178,315.69 as certified by the Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for April as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$364,425.12, including \$339,574.91 for the gross payroll, \$5,785.23 for the Board's share of FICA/Medicare and \$19,064.98 for the State's share of FICA/Medicare.

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

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 March;

**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. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

4. **RESOLVED** that the Board of Education approves the transfer of funds for the month of April and an additional transfer for March as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, a \$550 donation from Mrs. Jennifer Viggiano to be utilized towards the Essex Fells Olympic Medals.

Moved by: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

**X. Buildings & Grounds**

- Dr. Gadaleta and Mr. Lella provided an update on the roof replacement project, which will begin once school is out for summer break.
- Mr. Lella provided an update to the planned summer projects.
- Mr. Lella informed the Board of tractor door damage and an insurance claim he will be submitting.

**XI. Curriculum & Instruction**

- Dr. Gadaleta noted that the ESY program will have a total of 11 students.
- Dr. Gadaleta explained the Beyond the School Year programs being planned as part of the ESSER III funding.

**XII. Finance**

- Mr. Lella informed the Board that the 2022-23 Budget had been approved by the County and he has begun processing 22-23 SY purchase orders. Mr. Toth asked if we still had the same OOD enrollment, which we do.

**XIII. Personnel**

- Dr. Gadaleta informed the Board that the first round of PE interviews was almost complete and has begun the Elementary position (K) interviews. We are still in process of searching for a part-time Art teacher.

**XIV. Policy**

- The Board will review policy in the summer and approve at the September meeting.

**XV. Old Business / Board Discussion**

- None

**XVI. New Business / Board Discussion**

- Mr. Lella noted that there will be two (2) open BOE positions on the November ballot to begin January 1<sup>st</sup>, 2023. Mrs. Huegel noted that she has served for the last 9 years and will not be running again and noted her thanks to the other Board members.

**XVII. Public Comment**

- None

**XVIII. Resolution to Enter Executive Session**

At 8:11 P.M. the Board made a motion to enter into Executive Session to discuss the Business Administrator's Contract, Superintendent's Evaluation 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: Mrs. Huegel

Seconded by: Mr. Toth

Ayes: 4

Nays: 0

**XIX. Adjournment**

At 8:44 P. M. the Board made a motion to adjourn. The next Reappointment meeting of the Board of Education will be held on **Wednesday, June 15, 2022, at 7:30 P.M.** in the Media Center

Moved by: Mr. Toth

Seconded by: Mrs. Huegel

Ayes: 4

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella  
Business Administrator/