

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Public Meeting held in the Media Center and live streamed on March 16, 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 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.

- 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-Absent
 Mr. Raj Mehta-Present
 Mr. Theodore Skopak-Present

Also present: Dr. Michelle V. Gadaleta, Superintendent/Principal; Mr. Steven J. Lella, Business Administrator/Board Secretary; and 1 Staff Member. Approximately 13 Members of the Public logged in to live stream.

III. Flag Salute

- The Board President led the salute to the flag.

IV. President’s Report

Good Evening Everyone-
 Thank you for joining us.

I want to acknowledge and thank the community members that took the time to come vote on the roof referendum. Of the votes, there was a resounding majority in favor of the referendum. This project is important to the school and to the continuity of instruction in a safe environment. I am thankful to live in a community that is supportive of the needs of the school. We look forward to the completion of this project.

V. Public Comment on Agenda Items Only

- None

VI. Superintendent’s Report

- Dr. Gadaleta shared the un-official results of the roof referendum vote, which was 168-28, and thanked all those who came out to vote and support the referendum, which is much needed. We plan on beginning as soon as school gets out and we will be waiting for materials to arrive.
- Dr. Gadaleta noted what a great performance the musical was, and all the hard work that was put in by the children and the staff, and how proud she was of everyone. Special thanks to the faculty and the Foundation for sponsoring.
- For the first time EFS will be having evening Parent / Teacher conferences.
 - Mrs. Haber thanked the staff as the night conferences are great and very helpful to the parents.

VII. Superintendents Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01 –08.

- 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): John Thomas
 Event: NJ School Buildings & Grounds
 Location: Atlantic City, NJ
 Date: 3/21/22-3/23/22
 Cost: \$427.00

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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

EF Pack 321 Cub Scouts - Pinewood Derby
 4/8/22 – 5:30pm-8:30pm
 Gymnasium

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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

1st Grade Cub Scouts Nature Hike
 4/13/22 – 3:05pm-3:30pm
 Snack at picnic tables before hike in the Glen

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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

WEFC Soccer (Games & Practices)
 4/1/2022 – 6/20/2022
 Fields

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

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

EFFEE – Spring 2022 Enrichment
4/5/2022 – 6/2/2022
Gymnasium & Fields

Moved by: Mr. Toth

Seconded by: Mr. Skopak

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:

Kubert School of Cartoon and Graphic Design

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

7. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Judy Longthorne, Substitute Teacher for the school year 2021-2022.

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

8. RESOLVED that the Board of Education accepts and approves, as recommended by the Superintendent, the extension of Susan FitzGibbon as 6th Grade Temporary Teacher, BA Step 1, through March 29, 2022 for the 2021-22 school year at a prorated salary of \$4,532.80.

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

VIII. Business Administrator’s Report

- Mr. Lella reported to the Board on the 2020-21 Audit.
- Mr. Lella discussed the resolution for the preliminary 2022-23 School Budget; the tax levy and tax impact; items that were added back to the budget; and the upcoming timeline/calendar. Dr. Gadaleta provided some insight and addressed how Out of District Placements impact the EFS budget.

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

February 2nd, 2022

Executive Session Minutes	February 2 nd , 2022
Regular Meeting Minutes	February 16 th , 2022
Executive Session Minutes	February 16 th , 2022
Regular Meeting Minutes	March 2 nd , 2022
Executive Session Minutes	March 2 nd , 2022

Moved by: Mr. Toth	Seconded by: Mr. Skopak
Ayes: 4	Nays: 0

2. **RESOLVED** that the Board of Education approves bills and claims for February in the amount of \$184,476.27 as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for February as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$362,063.91, including \$337,455.58 for the gross payroll, \$5,247.76 for the Board’s share of FICA/Medicare and \$19,360.57 for the State’s share of FICA/Medicare.

Moved by: Mr. Toth	Seconded by: Mr. Skopak
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 January;

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: Mr. Toth	Seconded by: Mr. Skopak
Ayes: 4	Nays: 0

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

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

5. **BE IT RESOLVED** that the Essex Fells Board of Education in the County of Essex, New Jersey, approves the 2022-23 preliminary school district budget for submission to the Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund:	\$6,560,497.14	\$5,573,001.14
Special Revenue:	\$359,506.20	0.00
Debt Service:	0.00	0.00
TOTAL:	<u>\$6,920,003.34</u>	<u>\$5,573,001.14</u>

BE IT FURTHER RESOLVED that included in the budget is the use of banked cap in the amount of \$27,400.00 to address out of district placement

RESOLVED that the Essex Fells Board of Education approve the total travel expenditures for the District at a maximum of \$20,000.00 for the 2022-23 school year; and

RESOLVED that the Business Administrator keep an accounting of all expenditures to ensure compliance with the approved amount; and

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent and Business Administrator/Board Secretary to submit the preliminary budget to the Essex County Executive Superintendent of Schools for review and approval, to advertise the preliminary budget in the district’s official newspaper, and establish a public presentation and adoption of the final budget for the 2022-2023 school year on May 4th, 2022 at 7:30 P.M.

Moved by: Mr. Toth

Seconded by: Mr. Skopak

Ayes: 4

Nays: 0

IX. Old Business / Board Discussion

- Dr. Gadaleta informed the Board of increased EFPD Patrol of the grounds due to individuals gathering on the weekends, the tents, graffiti and prophylactics found on the grounds.
- Dr. Gadaleta informed the Board of rubber mats that will be installed under the tent to address the mud, and noted we continue to try to make the best of the situation.
- Dr. Gadaleta noted a smooth transition to the mask optional change. About 85-90% of students have removed the mask as did most of the teaching staff. No concerns have been brought to her attention, and the district has reported 3 cases this month.
- The Board continues to discuss Policy 8601 – School Dismissal.
- Mr. Skopak asked about the computer to the EFPD to monitor the security cameras.
- Mr. Toth asked about prior months’ cases.
- Mrs. Haber noted that it is ok to contact the EFPD if the public sees anything suspicious on nights or weekends on school grounds.

X. New Business / Board Discussion

- None

XII. Public Comment

- None

XIII. Resolution to Enter Executive Session

At 7:55 P.M. the Board made a motion to enter into Executive Session to discuss safety/security 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: Mr. Toth

Ayes: 4

Nays: 0

XIV. Adjournment

At 8:18 P. M. the Board made a motion to adjourn. The next meeting of the Board of Education will be held on **Wednesday, April 6, 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