

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

WEDNESDAY, NOVEMBER 20, 2024

REGULAR MEETING – 7:30 P.M. – MEDIA CENTER

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 3rd, 2024. 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. Amanda Haber, President
Mr. John Toth, Vice-President
Mr. Raj Mehta
Mrs. Caragh Lavoie
Mrs. Jacquelyn Burke

III. Flag Salute

IV. President's Report

V. Public Comment on Agenda Items Only

VI. Superintendent's Report

- NJEA Convention Nov. 7-8
- American Education Week Nov. 18-22
- 6th Grade vs. Faculty Volleyball Game Nov. 27, 11:00am
- Correspondence with graduate of EFS Class of 1940

VII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01–10.

- 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): Laurie Fischer
Event: Word-Finding Disorder – What Is It and How to Treat It?
Location: Virtual
Date: 11/20/24
Cost: \$295.00

AGENDA

November 20, 2024

Staff Member(s): Lisa Massaro
Event: Synergy Meeting
Location: Fairfield, NJ
Date: 11/14/24
Cost: \$0.00

Staff Member(s): Danielle Jaworski
Event: Into Math
Location: Virtual
Date: 11/18/24
Cost: \$0.00

Staff Member(s): Jessica Lodato
Event: Into Math
Location: Virtual
Date: 11/18/24
Cost: \$0.00

Staff Member(s): Jessica Lodato
Event: Using Writing to Strengthen Your Students Understanding of Math Skills
Location: Virtual
Date: 12/3/24
Cost: \$169.00

Staff Member(s): Michelle Barshay
Event: Geometry
Location: Pompton Plains, NJ
Date: 12/11/24
Cost: \$190.00

Staff Member(s): Michelle Barshay
Event: Statistics and Probability
Location: Pompton Plains, NJ
Date: 2/6/25
Cost: \$190.00

Staff Member(s): Rory Duarte
Event: Co-Teaching That Works
Location: Virtual
Date: 11/25/24
Cost: \$295.00

Staff Member(s): Mary Anderson
Event: Co-Teaching That Works
Location: Virtual
Date: 11/25/24
Cost: \$295.00

Staff Member(s): Judi Reynolds
Event: Into Math Group Study/Exploration
Location: EFS
Date: 12/3/24
Cost: \$0.00

Staff Member(s): Lisa Massaro
Event: Into Math Group Study/Exploration
Location: EFS
Date: 12/3/24
Cost: \$0.00

Staff Member(s): Michelle Barshay
Event: Into Math Group Study/Exploration
Location: EFS
Date: 12/3/24
Cost: \$0.00

Staff Member(s): Kristin Gann
Event: Into Math
Location: Virtual
Date: 12/3/24
Cost: \$0.00

Staff Member(s): Lauren Brzostowski
Event: Expedition Mars Teacher Training
Location: Buehler Science Center
Date: 12/4/24
Cost: \$0.00

Staff Member(s): Danielle Jaworksi
Event: Expedition Mars Teacher Training
Location: Buehler Science Center
Date: 12/4/24
Cost: \$0.00

Staff Member(s): Rebecca Fogarty
Event: Beyond Disney – How Fairy Tales Can Foster Creativity
Location: Ewing, NJ
Date: 12/13/24
Cost: \$319.00

Staff Member(s): Lisa Massaro
Event: Strengthening Executive Function Skills Strategies to Increase Organization, Maintain Focus and Develop Working Memory
Location: Virtual
Date: 12/17/24
Cost: \$295.00

AGENDA

November 20, 2024

Staff Member(s): Lisa Massaro
Event: Just In Time – Math Interventions K-2
Location: Virtual
Date: 1/13/25
Cost: \$295.00

Staff Member(s): LeeAnn Smith
Event: CoP - Strategies for Inclusive Practices
Location: Virtual
Date: 12/4/24, 2/11/25, 4/18/25
Cost: \$0.00

Staff Member(s): Marco Pannullo
Event: TECHSPO 25
Location: Atlantic City, NJ
Date: 1/29/25-1/31/25
Cost: \$1,091.26

Staff Member(s): Rosalie Takkel
Event: Using AI Tools to Improve Student Learning Special Education
Location: Virtual
Date: 12/10/24
Cost: \$295.00

Staff Member(s): Rebecca Fogarty
Event: Differentiated Instruction – Increasing Student Success While
Increasing Teacher Prep Time Grades K-6
Location: Virtual
Date: 2/10/25
Cost: \$295.00

Moved by: _____ Seconded by: _____
Ayes: _____ Nays: _____

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Pamela Banta, 6th grade teacher, BA+30 Step 18 beginning January 6, 2025, at the prorated salary of \$55,876.26, pending the usual criminal history background check.

Moved by: _____ Seconded by: _____

Ayes: _____ Nays: _____

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Christine Albano, 4th grade maternity leave teacher, MA Step 18 beginning December 13, 2024, at the prorated salary of \$63,217.33, pending the usual criminal history background check.

Moved by:

Seconded by:

Ayes:

Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Schelli Wilson, Substitute Teacher for the school year 2024-2025, pending the usual criminal history, background check and county approval.

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent the appointment of, Kristin Cassano, Substitute Teacher for the school year 2024-2025, pending the usual criminal history, background check and county approval.

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the 2023-2024 HIB Grades Self-Assessment, 77/78 scoring rubric:

Moved by:

Seconded by:

Ayes:

Nays:

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the updated Textbook List for the 2024-2025 school year.

Moved by:

Seconded by:

Ayes:

Nays:

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the 2025-2026 School Calendar.

Moved by:

Seconded by:

Ayes:

Nays:

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the first reading and discussion of the following bylaws/policies/regulations:

- | | |
|--------|---|
| P 5331 | Management of Food and Life-Threatening Allergies in School |
| R 5331 | Management of Food and Life-Threatening Allergies in School |

Moved by: _____ Seconded by: _____

Ayes: _____ Nays: _____

- 10. RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the following Nursing Agency to provide substitute nursing services to the 2024-2025 school year:

Health Source Group	\$68.00/hour
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Moved by: _____ Seconded by: _____

Ayes: _____ Nays: _____

VIII. Business Administrator's Report

- NJSBA Annual BOE Member Training for 2024
- November 5th School Board Election Results
- M1-CMP Resolution

IX. Business Resolutions

RESOLVED that the Board of Education approves Business Resolutions #01-06.

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

Regular Meeting Minutes	October 16 th , 2024
Executive Meeting Minutes	October 16 th , 2024

Moved by: _____ Seconded by: _____

Ayes: _____ Nays: _____

- 2. RESOLVED** that the Board of Education approves bills and claims for November in the amount of \$279,005.20, and an additional bills and claims for October in the amount of \$32,345.51; as certified by the Business Administrator/Board Secretary; and **BE IT FURTHER RESOLVED**, that the Board of Education approves the payroll for October as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$399,189.53 including \$372,293.50 for the gross payroll, \$9,716.43 for the Board's share of FICA/Medicare and \$17,179.60 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 July, August, and September;

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:

Seconded by:

Ayes:

Nays:

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

Moved by:

Seconded by:

Ayes:

Nays:

5. **RESOLVED** that the Board of Education approves the withdrawals from Capital Reserve for the following purposes:

Gymnasium Floor	\$17,432.00
Stucco Repairs	\$8,275.00
Fire Sensors	\$13,421.45
Strobe Lights	\$8,458.00
ADA Walkway	\$3,275.00
Steps along field	\$4,800.00
Rock wall along driveway	\$2,650.00
Elevator/lift handrail	\$2,400.00
Electric Sign installation	\$4,775.00
3D Printer Exhaust Fan	\$4,450.00

*Recorded as of July 31, 2024

Moved by:

Seconded by:

Ayes:

Nays:

6. **RESOLVED** that the Board of Education approves the M1 & Comprehensive Maintenance Plan for the period FY '24 through FY '26 and authorizes the Business Administrator/Board Secretary to submit the Plan to the Essex County Executive Superintendent of Schools.

Moved by:

Seconded by:

Ayes:

Nays:

X. **Buildings & Grounds**

- Main Gate Repair
- Digital Sign

XI. **Curriculum & Instruction**

- Veteran's Day
- NJSLA Score Report

XII. **Finance**

- 2023-2024 Audit
- 2025-2026 Budget Calendar

XIII. **Personnel**

- Special Education Teacher Vacancies

XIV. **Old Business / Board Discussion**

- Policy/Regulation 5331
- Technology Device Damages
- Lunch/Recess Update

XV. **New Business / Board Discussion**

- Field Trips 2024-2025
- Scheduling of Community Events such as concerts and Halloween

XVI. **Public Comment**

XVII. **Resolution to Enter Executive Session**

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act ("Act"), the Essex Fells Board of Education shall conduct a closed executive session pursuant to N.J.S.A. 10:4-12 for the purpose of discussing: Legal Matters

It is anticipated that the length of time of this executive session will be 30 minutes and that action will not be taken in public after the executive session.

BE IT FURTHER RESOLVED that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-12 no longer applies.

Moved by:

Seconded by:

Ayes:

Nays:

XVIII. Adjournment

RESOLVED that this public meeting of the Board of Education be adjourned at ____ P.M. The next regular meeting of the Board of Education will be held on **Wednesday, December 11, 2024, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

AGENDA

November 20, 2024

2024-2025

Teacher	Section	Total	M	F
Mrs. Axentiou/Mrs. Fornini	PS/AM	10	0	10
Mrs. Axentiou/Mrs. Fornini	PS/PM	13	8	5
Mrs. Mauro	KM	15	7	8
Mrs. Brutman/Mrs. Takkel	KBT	15	7	8
Mrs. Fitzgerald	1F	18	11	7
Mrs. Gann/Mrs. Hromoko	1GH	19	11	8
Mrs. Quinn	2Q	13	8	5
Ms. Duarte/Mrs. Focarino	2DF	14	7	7
Ms. Kowalski	3K	16	7	9
Ms. Anderson/Mrs. MacKenzie	3AM	16	7	9
Mrs. Banek	4B	20	8	12
Mrs. Lodato/Mrs. Ennis	4LE	20	9	11
Mrs. Fogarty	5F	15	11	4
Mrs. Jaworski/Mrs. Brzostowski	5JB	15	11	4
Mrs. Santalla	6S	16	6	10
Mrs. Hacker/Mrs. Sink	6HS	16	9	7
TOTAL		251	127	124
Out-of-District	*	3		
FINAL TOTALS		254		

*Total includes 3 out-of-district students.

8/19/2024

Fire Drills: 2024-2025

Month	Fire Drill	Emergency Drill
August	8/27/24	August 23, 2024 – 911 call
September	9/16/24	September 12, 2024
October	10/31/24	October 16, 2024 - Shelter in Place w/EFPD
November	11/18/24	November 12, 2024 – Shelter in Place
December		
January		
February		
March		
April		
May		
June		
July	July 31, 2024	July 31, 2024 – Walkie-Talkie Check

HIB / V&V Report

As of Date of BOE Meeting	8/21	9/4	9/18	10/16	11/6	11/20										
TOTAL# of Reported Incidents	0	0	0	0	0	0										
Number of Unfounded Incidents	0	0	0	0	0	0										
Number of Founded Incidents	0	0	0	0	0	0										
Violence & Vandalism Incidents	0	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.