

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

**WEDNESDAY, SEPTEMBER 3, 2025**

**WORKSHOP 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 August 27th, 2025. 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  
Mrs. Jacquelyn Burke, Vice-President  
Mrs. Caragh Lavoie  
Mr. Raj Mehta  
Mr. Christopher Pisacane

**III. Flag Salute**

**IV. President's Report**

**V. Public Comment on Agenda Items Only**

**VI. Superintendent's Report**

- Back to School 9/4/25
- Back to School Night 9/10/25

**VII. Superintendent's 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, contracting with Spectrum Support Services for the 2025-2026 school year.

Note: Billing rates attached

Moved by:

Seconded by:

Ayes:

Nays:

2. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of the following stipend positions for the 2025-2026 school year at the contractual rate:

Patricia Pakonis  
LeeAnn Smith  
Susan FitzGibbon

Afterschool Supervision  
Afterschool Supervision  
Afterschool Supervision

Moved by:

Seconded by:

Ayes:

Nays:

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

EFPD – Movie Night  
 September 26, 2025 – Field  
 5:00pm – 10:00pm

Moved by:

Seconded by:

*Ayes:*

Nays:

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Maternity/Disability Leave of Absence for Danielle Jaworski from December 8, 2025, through May 3, 2026, using the following days:

December 8<sup>th</sup>, 2025 – January 4<sup>th</sup>, 2026 = 12 Sick Days  
 January 5<sup>th</sup>, 2026 – January 25<sup>th</sup>, 2026 = 14 Sick Days  
 January 26<sup>th</sup>, 2026 – April 19<sup>th</sup>, 2026 = FMLA  
 April 20<sup>th</sup>, 2026 – May 3<sup>rd</sup>, 2026 = Leave of Absence

Moved by:

Seconded by:

*Ayes:*

Nays:

## VIII. Buildings & Grounds

- Summer Projects

## IX. Curriculum & Instruction

- Curriculum Revisions

## X. Finance

- 24-25 Audit

## XI. Personnel

- Contracted Occupational Therapist

## XII. Policy

- **Policy Discussion:**

P 0173

## Duties of Public School Accountant (Revised)

P 0174

Legal Services (M) (Revised)

|            |                                                                        |
|------------|------------------------------------------------------------------------|
| P 0177     | Professional Services (M) (Revised)                                    |
| P & R 1570 | Internal Controls (M) (Revised)                                        |
| P 1620     | Administrative Employment Contracts (M) (Revised)                      |
| P & R 6111 | Special Education Medicaid Initiative (SEMI) Program (M) (Revised)     |
| P 6220     | Budget Preparation (M) (Revised)                                       |
| R 6220     | Budget Preparation (Revised)                                           |
| P 0141.3   | Board Member Number and Term – Regional School District (New)          |
| P 0141.4   | Board Member Number and Term – County Vocational School District (New) |
| P 0143     | Board Member Election and Appointment (Revised)                        |
| P 1636.01  | Notification of Promotion, New Job, and Transfer Opportunities (New)   |
| P 2422     | Statutory Curricular Requirements (M) (Revised)                        |
| P & R 5117 | Interdistrict Public School Choice (Revised)                           |
| P 5339.01  | Student Sun Protection (M) (New)                                       |

**XIII. Old Business / Board Discussion**

**XIV. New Business / Board Discussion**

- EFFEE Color Run

**XV. Public Comment**

**XVI. 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:

**XVII. 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, September 17, 2025, at 7:30 P.M.** in the Media Center.

Moved by:

Seconded by:

Ayes:

Nays:

# AGENDA

September 3, 2025

## 2025-2026

| Teacher                        | Section | Total      | M          | F          |
|--------------------------------|---------|------------|------------|------------|
| Mrs. Axentiou                  | PK      | 16         | 7          | 9          |
| Ms. Matullo                    | KM      | 17         | 7          | 10         |
| Mrs. Brutman                   | KB      | 17         | 7          | 10         |
| Mrs. Fitzgerald/Mrs. Hromoko   | 1FH     | 15         | 7          | 8          |
| Mrs. Gann                      | 1G      | 15         | 7          | 8          |
| Mrs. Quinn/Mrs. Takkel         | 2QT     | 19         | 12         | 7          |
| Ms. Duarte                     | 2D      | 20         | 12         | 8          |
| Ms. Kowalski/Mrs. MacKenzie    | 3KM     | 15         | 9          | 6          |
| Mrs. Focarino                  | 3F      | 14         | 8          | 6          |
| Mrs. Banek/Mrs. Ennis          | 4BE     | 17         | 8          | 9          |
| Mrs. Lodato                    | 4L      | 16         | 7          | 9          |
| Mrs. Fogarty                   | 5F      | 20         | 10         | 10         |
| Mrs. Jaworski/Mrs. Brzostowski | 5JB     | 20         | 8          | 12         |
| Mrs. Santalla/Mrs. Banta       | 6SB     | 16         | 12         | 4          |
| Mrs. Hacker                    | 6H      | 14         | 10         | 4          |
| <b>TOTAL</b>                   |         | <b>251</b> | <b>131</b> | <b>120</b> |
| Out-of-District                | *       | 3          |            |            |
| FINAL TOTALS                   |         | 254        |            |            |
| TOTAL FAMILIES                 |         | 170        |            |            |

\*Total includes 3 out-of-district students.

8/18/2025

## Fire Drills: 2025-2026

| Month     | Fire Drill | Emergency Drill                        |
|-----------|------------|----------------------------------------|
| August    | 8/22/25    | AED/Fire alarm Tests – August 22, 2025 |
| September |            |                                        |
| October   |            |                                        |
| November  |            |                                        |
| December  |            |                                        |
| January   |            |                                        |
| February  |            |                                        |
| March     |            |                                        |
| April     |            |                                        |
| May       |            |                                        |
| June      |            |                                        |
| July      | 7/17/2025  | Silent Alarm Test – July 3, 2025       |

## HIB / V&V Report

|                                |      |     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------------------------|------|-----|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| As of Date of BOE Meeting      | 8/13 | 9/3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL# of Reported Incidents   | 0    | 0   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Number of Unfounded Incidents  | 0    | 0   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Number of Founded Incidents    | 0    | 0   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Violence & Vandalism Incidents | 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.