

The Board of Education of the Borough of Essex Fells, in the County of Essex, New Jersey, convened in a Regular Meeting held in the Media Center on August 13, 2025. 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 January 08, 2025. Agendas were mailed to the Clerk of the Borough of Essex Fells, the Progress, and the Star Ledger.

I. Call to Order

- The meeting was called to order by the Board President at 7:31 P. M.

II. Roll Call

Mrs. Amanda Haber, President- Present
 Mrs. Jacquelyn Burke, Vice-President-Present
 Mrs. Caragh Lavoie-Present
 Mr. Christopher Pisacane-Present
 Mr. Raj Mehta-Present

Also present: Dr. Michelle V. Gadaleta, Superintendent/Principal and Mr. Steven J. Lella, School Business Administrator/Board Secretary and two members of the public.

III. Flag Salute

- The Board President led the flag salute.

IV. President's Report

- None

V. Public Comment on Agenda Items Only

- None

VI. New Jersey School Board Association Board of Education Member Training

- Ms. Jeanne Cleary of NJSBA presented training to the EFS Board of Education Members.

VII. Superintendent's Report

- Dr. Gadaleta provided an update from the June 11th BOE Meeting and the B&G projects from the summer.
- We are very excited about the first full day Pre-School Program at Essex Fells beginning in September for the 2025-26 school year.
- Digital forms in Genesis were discussed.
- For 2025-26 Birthday Celebrations will be changed to be non-food to address allergy concerns.
- September 2nd will be Staff Orientation and September 3rd will be Staff Professional Development. The children return September 4th.

VIII. Superintendent's Resolutions

RESOLVED that the Board of Education approves Superintendent Resolutions #01–13.

- 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): Jessica Lodato
Event: Conquer Mathematics
Location: Pompton Plains, NJ
Date: 11/18/25 & 12/17/25
Cost: \$400.00

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

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:

WEFC – Soccer Practice/Games
September 2025-June 2026 – Fields
Monday – Friday 4:00pm – 7:00pm
Saturday – Sunday 8:30am – 7:00pm

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

3. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the School District Professional Development Plan and Mentoring Plan Statement of Assurance for the 2025-2026 School Year.

NOTE: Copies in Superintendent's Office

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

4. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Emergency Operations Plan for the 2025-2026 school year for Essex Fells School:

NOTE: Copies in Superintendent's Office

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

5. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Remote Learning Plan for the 2025-2026 school year for Essex Fells School:

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

6. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Safety and Security Procedures for the 2025-2026 School Year.

NOTE: Copy in Superintendent's Office

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

7. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the submission of the ESEA application for Fiscal Year 2025-2026 to the County Office of Education and accepts the grant award in the amount of \$3,152.

Title I-A	\$0
Title II-A	\$3,152
Title IV-A	<u>\$0</u>
Total	\$3,152

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

8. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the Board of Education Goals for the 2025-2026 school year.

NOTES: Goals Attached

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

9. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the District/Superintendent Goals for the 2025-2026 school year.

NOTE: Goals Attached

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

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

6th Grade Parent Representative Meeting
9/5/25 – Media Center
6:00pm – 7:30pm

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

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

EFFEE Meetings
9/9/25 – STEAM Lab
10/14/25, 11/11/25, 12/11/25, 1/13/26, 2/10/26, 3/10/26, 4/14/26, 5/12/26, 6/9/26 – Media Center
7:30pm – 9:00pm

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

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

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 1648.15	Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
P 2422	Statutory Curricular Requirements (M) (Revised)
P & R 5117	Interdistrict Public School Choice (Revised)
P 5339.01	Student Sun Protection (M) (New)

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

13. **RESOLVED** that the Board of Education accepts and approves, as recommended by the Superintendent, the appointment of Hand2Heart, BCBA, for the 2025-2026 school year, at the following revised rate:

Estimate 40 hours at \$65.00/hour for:

- Curriculum Development/Data Review
Not to exceed: \$2,600.00

Moved by: Mrs. Burke

Seconded by: Mrs. Lavoie

Ayes: 5

Nays: 0

IX. Business Administrator's Report

- Buildings and Grounds items were addressed during the Superintendent's Report.
- Mr. Lella notified the Board of the two names confirmed on the November Election BOE Ballot, and that both individuals were present for tonight's BOE Meeting, Mr. Kessler and Mrs. Maffucci, and welcomed them both to the meeting.

X. Business Resolutions

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

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

Regular Meeting Minutes June 11th, 2025

Executive Meeting Minutes June 11th, 2025

Special Meeting Minutes July 14th, 2025

Moved by: Mr. Mehta

Seconded by: Mrs. Burke

Ayes:: 5

Nays: 0

- **RESOLVED** that the Board of Education approves additional bills and claims for June in the amount of \$49,868.29, \$42,977.62 & \$7,421.53; July in the amount of \$297,949.06; and August in the amount of \$196,100.05, as certified by the Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for June as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$443,258.77 including \$412,793.84 for the gross payroll, \$10,636.45 for the Board's share of FICA/Medicare and \$19,828.48 for the State's share of FICA/Medicare.

BE IT FURTHER RESOLVED, that the Board of Education approves the payroll for July as certified by the Business Administrator and approved by the Superintendent and Board President in the total amount of \$85,581.18 including \$79,681.31 for the gross payroll, \$3,659.09 for the Board's share of FICA/Medicare and \$2,240.78 for the State's share of FICA/Medicare.

Moved by: Mr. Mehta

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

- **RESOLVED** that the Board of Education approves the transfer of funds for the month of June and one additional for May as certified by the Business Administrator and authorized by the Superintendent of Schools.

Moved by: Mr. Mehta

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

- **WHEREAS**, the Board of Education has received the Reports of the Board Secretary (Secretary) and the Custodian of School Monies (Treasurer) for the Months of May & June;

WHEREAS, in compliance with N.J.A.C.6A:23-2.11©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©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©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. Mehta

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

- **RESOLVED** that the Board of Education approve appropriating additional fiscal year 2025 Extraordinary Aid funding to the 2025-26 school budget in the amount of \$184,242 to line account 11-120-100-101-01; and

BE IT FURTHER RESOLVED that the Essex Fells Board of Education acknowledges that it did not include an estimated Extraordinary Aid payment in the 2024-25 school budget and received an award of Extraordinary Aid in the amount of \$184,242; and

BE IT FURTHER RESOLVED that NJAC 6A:23A2.13(d)6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue such as Extraordinary Aid, that has been excluded from the excess surplus calculation in the prior year.

Moved by: Mr. Mehta

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

- **RESOLVED** that the Board of Education approve the Menstrual Product Reimbursement in the amount of \$1,239 from the 2024-25 school year pursuant to P.L. 2023, c.147.

Moved by: Mr. Mehta

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

XI. Old Business / Board Discussion

- There was no BOE discussion on District BOE and Superintendent Goals for 2025-26.

XII. New Business / Board Discussion

- Curriculum revisions were almost done, the staff is finishing up the math. Dr. Gadaleta thanked the staff for their hard work.
- Essex Fells is up for QSAC this year.

XIII. Public Comment

- None

XIV. Resolution to Enter Executive Session

At 9:26 P.M the Board made a motion to enter executive session.

BE IT RESOLVED that in accordance with the provisions of the Open Public Meeting 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: Mrs. Lavoie

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

XV. Adjournment

At 9:43 P.M the Board made a motion to adjourn. The next workshop meeting of the Board of Education will be held on Wednesday, September 03, 2025, at 7:30 P.M. in the Media Center.

Moved by: Mr. Lavoie

Seconded by: Mrs. Burke

Ayes: 5

Nays: 0

Respectfully Submitted,

Mr. Steven J. Lella
School Business Administrator/
Board Secretary