

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Agenda

Thursday, December 14, 2023 at 6:30 PM at the Fairfield Municipal Building

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 6:30 PM:

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Ms. Angela Altaai		Mr. Anthony DePascale	
Mr. Brian Egan		Ms. Andrea Bellise-Jandoli	
Mr. Joseph Fede			

BE IT RESOLVED that the Fairfield Board of Education meeting finds it necessary to meet in Executive Session (Closed to the Public) to discuss attorney/client privileged information, which is exempt from the Open Public Meetings Act.

<b>ADMINISTRATION</b>	<b>POSITION</b>	<b>ATTENDANCE</b>
Dr. Susan Ciccotelli	Superintendent of Schools	
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	

*Now, please join us for the Pledge of Allegiance.*

**I. RECOMMENDATION TO MOVE TO EXECUTIVE SESSION**

BE IT RESOLVED that the Fairfield Board of Education hereby convenes to Executive Session for discussion of the following subjects: \_\_\_\_\_.

It is anticipated that the Executive Session will take approximately \_\_\_\_\_; the Board may take action when it reconvenes to Public Session; and the minutes of the Executive Session shall be released to the public when the reason for the Executive Session no longer exists.

**EXECUTIVE SESSION**

Motion to go into Executive Session to discuss personnel matters or other exceptions to the sunshine laws as follows:

1. Any matter considered confidential by federal law, state statute, or court rule;
2. Any matter in which the release of information would impair the receipt of federal funds;
3. Any material which would constitute an unwarranted invasion of individual privacy if disclosed;
4. Any collective bargaining agreements;

**FAIRFIELD BOARD OF EDUCATION**  
**Public Work Session**  
Meeting Agenda  
Thursday, December 14, 2023 at 6:30 PM

*Page 2*

- 5. Any matter involving the purchase, lease or acquisition of real property with public funds;
- 6. Any tactics and techniques used in protecting the safety and property of the public;
- 7. Any pending or anticipated litigation;
- 8. Personnel matter related to the employment, appointment or termination of current or prospective employees;
- 9. Attorney/Client privilege.

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

Motion to return to open session (to be moved in Public Session):

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

---

**ADJOURNMENT**

There being no further business before the Board, the meeting is hereby adjourned.

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_ Mr. Egan \_\_\_\_ Mr. Fede \_\_\_\_ Mr. DePascale \_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_

**FAIRFIELD BOARD OF EDUCATION**

**Meeting Agenda**

Thursday, December 14, 2023

7:30 PM at the Fairfield Municipal Building

(Access livestream at [www.fpsk6.org](http://www.fpsk6.org) at 7:30 PM. Also available on Channel 34)

**I. OPEN MEETING –PUBLIC NOTICE OF MEETING**

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 7:30 PM:

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Ms. Angela Altaai		Mr. Anthony DePascale	
Mr. Brian Egan		Ms. Andrea Bellise-Jandoli	
Mr. Joseph Fede			

*The Board will reconvene from Executive Session and Ms. Andrea Bellise-Jandoli, Board President, will preside and call the public meeting to order at approximately 7:30 PM and will read the following announcement to those present:*

The public has been duly informed of this meeting in accordance with Chapter 231 of the Public Laws of 1975 by posting, at least 48 hours in advance, a notice on the bulletin boards in Stevenson and Churchill Schools, a notice to the Township Clerk, and a notice to the Passaic Herald News and The Progress.

*Now, please join us for the Pledge of Allegiance.*

<b>ADMINISTRATION</b>	<b>POSITION</b>	<b>ATTENDANCE</b>
Dr. Susan Ciccotelli	Superintendent of Schools	
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	

**II. PUBLIC COMMENT ON: AGENDA ITEMS ONLY**

Guidelines in Accordance with Policy #0164:

1. *This is not a question and answer session, but an opportunity to hear comments from the public, directed to the Board President.*
2. *Each person who wishes to make a statement must state their name and address for the record.*
3. *If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each until all others have been heard. No participant may speak more than once on the same topic.*
4. *District staff members may make a statement, except when the issue addressed is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized.*
5. *Please be respectful of the Board, Administration, Staff, and audience members in attendance.*

III. ENROLLMENT

Grade	Students 6/9/2023	Students 12/8/2023
Preschool Inclusive	18	17
Preschool Special Ed	18	16
Kindergarten	98	93
First	96	96
Second	86	99
Third	107	84
Fourth	106	109
Fifth	85	105
Sixth	91	86
<b>Home Instruction</b>	<b>1</b>	<b>1</b>
<b>Out-of-District</b>	<b>2</b>	<b>2</b>
<b>Total</b>	<b>708</b>	<b>708</b>

IV. PERSONNEL

A. Certificated Staff

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Laurel Osterman as a non-tenure track Maternity Leave of Absence Replacement Teacher in Kindergarten for Mrs. Jennifer D’Elia. Ms. Osterman will begin employment from approximately December 18, 2023 through June 30, 2024 at a prorated salary based on B.A., Step 10 on the current teachers’ salary guide pending required documentation.

BE IT FURTHER RESOLVED that Laurel Osterman is retroactively approved as a substitute December 14, 2023 and December 15, 2023 pending required documentation.

2. Resignation

a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Jennifer Russo-DeSordi, whose last day will be January 30, 2024, with regrets, best wishes, and appreciation for her 18 years of service to the students of Fairfield.

b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Genna Rybacki, whose last day will be February 5, 2024, with regrets, best wishes, and appreciation for her 4 years of service to the students of Fairfield.

3. Movement on the Guide

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves movement on the current teachers' salary guide for Kyle Silvestri from B.A. to M.A. effective February 1, 2024.

B. Non-Certificated Staff

1. Change of Assignment

a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Milagros Rodriguez, Churchill School Cafeteria/Playground Aide, from one-day per week to five-days per week at \$15.50 per hour, a prorated salary of \$5,239 effective January 1, 2024 for the remainder of the 2023-2024 school year.

b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the location change for Grace Raffa, Cafeteria/Playground Aide, from Churchill School to Stevenson School effective January 1, 2024 for the remainder of the 2023-2024 school year.

2. Approval of Part-Time Registered Nurse Job Description

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Job Description and two Part-Time Positions for a Registered Nurse effective January 1, 2024.

C. Substitutes

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following fully-qualified teacher/aide substitutes for the 2023-2024 school year pending all required documentation:

Anthony (AJ) Rubinetti	Rosie Walek
------------------------	-------------

**All Personnel Recommendations:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_ Mr. Egan \_\_\_\_ Mr. Fede \_\_\_\_ Mr. DePascale \_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_

**V. CURRICULUM/PROGRAM**

**A. Professional Development Approvals**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and approves the reimbursement of registration and/or mileage, to be made pending completion of the workshops and submission of travel reports. \*Lodging will be noted separately, if applicable.

<u>Staff</u>	<u>Workshop</u>	<u>Date</u>	<u>Registration Fee</u>
Sarah Kirk	An Introduction to 504, 504 in Practice, Plans & Procedural Safeguards (Magnolia Consulting Group)	1/18, 1/26, 2/5/2024 webinar	\$199.00
Lisa MacIntosh	Helping Your Struggling Readers Who Have Fallen Behind - Grades 3-6 (BER)	1/31/2024 online	\$279 Title II
Danielle Malinowski	READ! READ! READ! Motivating Your Students to READ MORE (Institute for Educational Development)	2/1/2024 online	\$279 Title II
Kathleen Marano	Techspo No Registration Cost	1/24-1/26/2024 Atlantic City, NJ	* Est. \$256 for Travel and Lodging
Lisa Salant	Practical Early Intervention Strategies That Work: Accelerating the Success of Young Students with Developmental Delays and Challenging Behaviors - PreK-K (BER)	2/1/2024 virtual	\$279

**B. Safe Return Plan Revision**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised Safe Return Plan originally approved at the June 10, 2021 Board of Education meeting.

**C. Field Trip Approvals**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Field Trip List for the 2023-2024 school year effective January 1, 2024.

**D. Club Approvals**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following clubs and positions, effective January 1, 2024 for the 2023-2024 school year, per contract for a minimum of 15 sessions per year. Split position stipends will be divided evenly:

Stevenson News Club	1 at Stevenson
Grade 1 Homework Club (replacing Student Council this year)	1 at Stevenson
Grade 2 Homework Club	1 at Stevenson
Art Club (Winter and Spring)	2 at Stevenson
Art Club	1 at Churchill
Communications/Coding Club	1 at Churchill
Drama - Musical Director and Technical Director	2 at Churchill
Jazz Band	1 at Churchill
Gardening Club	1 at Churchill
Safety Patrol Club	1 at Churchill
TREP\$ (replacing Student Council this year)	1 at Churchill
Yearbook Club	1 at Churchill

**All Curriculum/Program Recommendations:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_\_ Mr. Egan \_\_\_\_\_ Mr. Fede \_\_\_\_\_ Mr. DePascale \_\_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_\_

**VI. POLICY**

**A. HIB Investigation Confirmations**

1. BE IT RESOLVED that the Fairfield Board of Education accepts the following Superintendent’s HIB Investigation results as reported during Executive Session on October 19, 2023 and tabled from the November 16, 2023 Board meeting:
  - a. HIB incident WSCS #1 2023-24 was determined that the incident was confirmed to **satisfy** the ABR definition of HIB.
  
2. BE IT RESOLVED that the Fairfield Board of Education accepts the following Superintendent’s HIB Investigation results as reported during Executive Session on November 16, 2023:
  - a. HIB incident WSCS #2 2023-24 was determined that the incident was confirmed to **satisfy** the ABR definition of HIB.
  
  - b. HIB incident AESS #1 2023-24 was determined that the incident was confirmed to **not satisfy** the ABR definition of HIB.

**All Policy Recommendations:**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_ Mr. Egan \_\_\_\_ Mr. Fede \_\_\_\_ Mr. DePascale \_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_

**VII. BUSINESS/FINANCE OFFICE RESOLUTIONS**

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the November 16, 2023 Public & Executive Sessions.

***FINANCE:***

B. Bills/Claims/Payrolls

BE IT RESOLVED that the Fairfield Board of Education approves the following Bills and Claims List and Payroll:

<b>Ratify and Affirm</b> Bills & Claims List - 12/6/2023	\$205,649.02
<b>Ratify and Affirm</b> Bills & Claims List - 12/14/2023	\$188,705.49
<b>Ratify and Affirm</b> November 30, 2023 Payroll	\$412,050.07

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2023-2024 budget, per details of the Transfers Report for November 2023, per state law, for the 2023-2024 school year.

D. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of November 1, 2023 through November 30, 2023.

BE IT RESOLVED that the financial reports for the month be accepted and shall become a part of the official minutes of this meeting.

E. Acceptance of ACFR

WHEREAS, the Fairfield Board of Education is in compliance with N.J.S.A. 18A:23-1 and has had an annual audit of the district's accounts and financial transaction as of June 30, 2023; and



BE IT RESOLVED that the Fairfield Board of Education approves and accepts the Annual Comprehensive Financial Report and the Auditor’s Management Report on Administrative Findings–Financial, Compliance and Performance with no recommendations in the ACFR and the AMR for the fiscal year ending June 30, 2023, as submitted by Nisivoccia, LLC, the district’s auditors, having been presented at the November 16, 2023 public meeting; and

BE IT RESOLVED the Fairfield Board of Education acknowledges that the 2022-2023 Synopsis of Audit is available to the public and approves the submission to the Executive County Superintendent of Schools.

BE IT FURTHER RESOLVED that there are no audit recommendations.

***CONTRACTS:***

F. Winston S. Churchill School Remediation and Cleanup

BE IT RESOLVED that the Building and Grounds Supervisor received three proposals from the following contractors for the remediation at Winston S. Churchill School:

First-Onsite Property Restoration	\$11,840.00
ServPro	\$15,707.01
Seven Wonders Prop Cleaning	\$19,719.91

BE IT FURTHER RESOLVED that the Fairfield Board of Education ratifies and affirms First-Onsite for the remediation at Winston S. Churchill School, scheduled to be completed during the winter break.

G. Roof Replacement at Winston S. Churchill School

BE IT RESOLVED that the Fairfield Board of Education acknowledges the Final Eligible Costs (PEC) ROD Grant application for Winston S. Churchill School - State Project #1465-030-23-R50.

Total PEC	\$130,000
State Share	\$ 52,000
Local Share	\$ 78,000

H. Architect Professional Fees Reapproval

BE IT RESOLVED that the Fairfield Board of Education reapproves the architect professional fees for the partial roof replacement at Winston S. Churchill School originally approved at the October 19, 2023 Board of Education meeting to list the firm of DiCara Rubino Architects:

Phase I - D/R 23-161 Partial Roof Replacement	\$40,000
Phase II - D/R 23-162 Partial Roof Replacement	\$ 7,500

**I. Adlai E. Stevenson School PA System Upgrade**

BE IT RESOLVED that the Fairfield Board of Education has received two quotes from the following contractors for the upgrade of the PA system at Adlai E. Stevenson School:

JCT Solutions	\$3,230.13
Bingham Communications	\$3,330.00

BE IT FURTHER RESOLVED that the Fairfield Board of Education approves JCT Solutions for the upgrade of the PA system at Adlai E. Stevenson School in the amount of \$3,230.13; and

BE IT FURTHER RESOLVED that partial funding through the NJSIG Grant Award in the amount of \$2,033.00 will be used to offset this cost.

**J. Legal Services Agreement**

BE IT RESOLVED that the Fairfield Board of Education approves Cornell, Merlino, McKeever & Osborne, LLC (Jeffrey R. Merlino, Esq.) for legal services pertaining to labor negotiations.

***BUILDINGS AND GROUNDS:***

**K. Building Use Applications:**

BE IT RESOLVED that the Fairfield Board of Education approves the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Department of Special Services Parent Advisory Council Churchill Library	6:30 PM to 8:30 PM Retroactively to 12/11/2023 and 4/11/2024, 5/20/2024

**Business/Finance Resolutions Items A-K**

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_\_ Mr. Egan \_\_\_\_\_ Mr. Fede \_\_\_\_\_ Mr. DePascale \_\_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_\_

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

**X. COMMITTEE REPORTS**

**XI. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY**

Guidelines in Accordance with Policy #0164:

1. *This is not a question and answer session, but an opportunity to hear comments from the public, directed to the Board President.*
2. *Each person who wishes to make a statement must state their name and address for the record.*
3. *If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each until all others have been heard. No participant may speak more than once on the same topic.*
4. *District staff members may make a statement, except when the issue addressed is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized.*
5. *Please be respectful of the Board, Administration, Staff, and audience members in attendance.*

**XII. NEXT MEETING**

BE IT RESOLVED that the next meeting will be held, in person, on January 4, 2024, Public Work Session beginning at 6:30 PM followed by Executive Session with **Public Session resuming at approximately 7:30 PM**, at the Fairfield Municipal Building.

**XIII. ADJOURNMENT**

There being no further business before the Board, the meeting is hereby adjourned.

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

**ROLL CALL**

Ms. Altaai \_\_\_\_\_ Mr. Egan \_\_\_\_\_ Mr. Fede \_\_\_\_\_ Mr. DePascale \_\_\_\_\_ Ms. Bellise-Jandoli \_\_\_\_\_