

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Agenda

Thursday, October 19, 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;

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- 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, October 19, 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:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
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.*

ADMINISTRATION	POSITION	ATTENDANCE
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.*

**Presentation: Jim Verrengia will give a presentation of the Spring 2023 Access 2.0 (ELL Test) and the Spring 2023 NJSLA Assessment.**

III. ENROLLMENT

Grade	Students 6/9/2023	Students 10/13/2023
Preschool Inclusive	18	17
Preschool Special Ed	18	15
Kindergarten	98	93
First	96	95
Second	86	99
Third	107	84
Fourth	106	109
Fifth	85	105
Sixth	91	85
<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>705</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 Ariel Cohen as a Full-Time Tenure Track Preschool Special Education Teacher for the 2023-2024 school year at a **prorated** salary based on M.A.+15, Step 8 on the current teachers’ salary guide. Start date is approximately November 1, 2023 pending all required documentation including Criminal History Review.

2. Paternity Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Paternity Leave of Absence request for Kyle Silvestri. Mr. Silvestri will begin his 11-week FMLA leave from January 4, 2024 through March 21, 2024. Mr. Silvestri plans to return on March 22, 2024.

3. Teachers in Charge

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Jaime Chavkin as Teacher in Charge at Churchill School and Jennifer Valenti as Teacher in Charge at Stevenson School, at the stipend per contract, for the 2023-2024 school year.

4. Detention Supervisor

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Jaime Chavkin as Detention Supervisor at Churchill School, at the stipend per contract, for the 2023-2024 school year.

5. Home Instructor

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Lisa MacIntosh as Home Instructor for the 2023-2024 school year, on an as-needed basis, at the hourly rate per contract for student contact.

6. Approval of Stipend for Room/Location Change

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a room/location change stipend of \$140 for Cristina Dearani for the 2023-2024 school year.

B. Non-Certificated Staff

1. Medical Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a medical leave of absence for Employee #101331 retroactively from October 13, 2023 to approximately January 2, 2024.

2. Change of Assignment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Nicholas Palos as a Full-Time, 12-month, custodian at a contracted **prorated** salary of \$43,142, effective November 1, 2023 for the 2023-2024 school year.

BE IT FURTHER RESOLVED that Nicholas Palos is retroactively approved as a custodian substitute from October 12, 2023 through October 31, 2023.

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:

Yasmine Mahmoud	Teacher/Aide Substitute
Hend Seif	Teacher/Aide Substitute

**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 Workshops**

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 workshop and submission of travel reports. \*Lodging will be noted separately, if applicable. These workshops will utilize Title I and Title II Funds.

<u>Staff</u>	<u>Workshop</u>	<u>Date</u>	<u>Registration Fee</u>
Sonal Patel	Well Equipped OT (Apply EBP, LLC)	11/2, 11/3/2023 virtual	\$419
Kristin Crisafi	Catching up Students Who've Fallen Behind in Reading and Writing ((BER)	11/3/2023 virtual	\$259 Title II
Caroline Vince-Cruz	Beyond Decoding: Confronting Comprehension Head On! (NJIDA Fall Conference)	12/1/2023 Somerset, NJ and 12/2/2023 virtual	\$295
Danielle Malinowski	Using AI Tools to Increase ELA Learning and Enhance Teacher Productivity (Institute for Educational Development)	12/6/2023 virtual	\$279 Title II

**B. Anti-Bullying Bill of Rights Self-Assessment Approval for Determining Grades 2022-2023**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Fairfield School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights for the Stevenson and Churchill Schools for the period of July 1, 2022 through June 30, 2023. In addition, approves that the Certified Statements of Assurance be submitted to the NJ Department of Education by October 31, 2023.

**Curriculum and Program Recommendations:**

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

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

**ROLL CALL**

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

**VI. POLICY**

A. First Reading of Policies/Regulations

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following policies/regulations:

<u>Policy/ Regulation #</u>	<u>Title</u>	<u>New/Revised/ Abolished</u>
P 1524	School Leadership Councils	Abolished
P 2270	Religion in the Schools	Revised
P 3161, P 4161	Examination for Cause	Revised
P & R 3212 P & R 4212	Attendance (M)	Revised
P 3324, P 4324	Right of Privacy	Revised
P & R 3432 P & R 4432	Sick Leave	Abolished
P & R 5111	Eligibility of Resident/Nonresident Students (M)	Revised
P & R 5116	Education of Homeless Children and Youths	Revised
P & R 5460.02	Bridge Year Pilot Program (M)	Abolished
P 8500	Food Services (M)	Revised
P 8540	School Nutrition Programs (M)	Abolished
P 8550	Meal Charges/Outstanding Food Service Bill (M)	Abolished

**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 September 21, 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 - 10/6/2023	\$210,085.48
<b>Ratify and Affirm</b> Bills & Claims List - 10/19/2023	\$313,732.79
<b>Ratify and Affirm</b> September 30, 2023 Payroll	\$419,969.00
<b>Ratify and Affirm</b> October 15, 2023 Payroll	\$422,890.90

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education approves the transfer of funds for the month of August 2023 and September 2023 as certified by the Business Administrator and authorized by the Superintendent of Schools.

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 August 1, 2023 through August 31, 2023 and September 1, 2023 through September 30, 2023.

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.

E. Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the document for the various school facilities of the Fairfield School District are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Fairfield School District in compliance with Department of Education requirements.

F. Annual Maintenance Budget – Form M-1

BE IT RESOLVED in compliance with N.J.A.C. 6A:26A, the Fairfield Board of Education hereby approves the Annual Maintenance Budget Amount Worksheet, Form M-1.



***BUILDINGS AND GROUNDS:***

**G. Bus Emergency Drills**

BE IT RESOLVED that the School Bus Emergency Evacuation Drills for the Fairfield Schools were held in accordance with N.J.A.C. 6a:27-11.2.

- Stevenson School held their drill for routes 1-5 and SE-GR on October 2, 2023. All routes were evacuated and supervised by Dr. Michael Trabucco.
- Churchill School held their drill for routes 6-12 and SE-GR on October 11, 2023. All routes were evacuated and supervised by Mr. Ray Santana, AnnaMaria Karch and Jaime Chavkin.

**H. 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>
Churchill Choir (Kyle Silvestri) Churchill - Art Room	8:00 AM to 8:45 AM Retroactively to 9/20/23 - 12/20/23 and 4/3/24 - 5/29/24 (Wednesdays only)
Student Council (Lisa MacIntosh) Churchill Room 4	8:00 AM to 8:45 AM Retroactively to 10/12, 11/15, 11/16, 12/7, 12/14, 12/7, 12/14/23 1/11, 1/18, 2/8, 2/15, 3/7, 3/14, 4/11, 4/18, 5/9, 5/16/24
Churchill Gymnasium	3:30 PM to 4:30 PM 10/26/2023
Fairfield Recreation Department Basketball Games - Churchill Gymnasium	9:00 AM to 1:00 PM 1/13/24 - 3/2/24 (Saturdays only)

**I. Roof Replacement at Winston S. Churchill School**

BE IT RESOLVED that the Fairfield Board of Education acknowledges the Preliminary 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

J. Architect Professional Fees

BE IT RESOLVED that the Fairfield Board of Education approves architect professional services fees for partial roof replacement at Winston S. Churchill School as follows:

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

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

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**

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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 November 16, 2023, 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 \_\_\_\_\_