

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Minutes

Thursday, May 25, 2023 at 6:38 PM at the Fairfield Municipal Building

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 6:38 PM:

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Ms. Angela Altaai	PRESENT	Mr. Anthony DePascale	PRESENT
Mr. Brian Egan	ABSENT	Ms. Andrea Bellise-Jandoli	PRESENT
Mr. Pat Freda	PRESENT		

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	PRESENT
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	ABSENT

*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: 8 and 9.

It is anticipated that the Executive Session will take approximately 40 minutes; 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: Anthony DePascale      Seconded by: Angela Altaai      Time: 6:38 PM

The Superintendent discussed student privacy issues related to HIB cases.

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

Introduced by: Pat Freda      Seconded by: Anthony DePascale      Time: 7:30 PM

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**ADJOURNMENT**

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

Introduced by: Pat Freda      Seconded by: Anthony DePascale      Time: 7:30 PM

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

**FAIRFIELD BOARD OF EDUCATION**

**Meeting Minutes**

Thursday, May 25, 2023

7:33 PM at the Fairfield Municipal Building

(Access livestream at [www.fpsk6.org](http://www.fpsk6.org) at 7:33 PM. Also available on Channel 34)

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

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 7:33 PM:

<b>TRUSTEE</b>	<b>ATTENDANCE</b>	<b>TRUSTEE</b>	<b>ATTENDANCE</b>
Ms. Angela Altaai	PRESENT	Mr. Anthony DePascale	PRESENT
Mr. Brian Egan	ABSENT	Ms. Andrea Bellise-Jandoli	PRESENT
Mr. Pat Freda	PRESENT		

*The Board reconvened from Executive Session and Ms. Andrea Bellise-Jandoli, Board President, presided and called the public meeting to order at approximately 7:30 PM and 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	PRESENT
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	ABSENT

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

None

**Presentation: Churchill Student Council Students**

The Student Council made a special announcement that this year they would like to recognize the School Board members. They announced that today, May 25, 2023, will be known as Fairfield Board of Education Appreciation Day”.

III. ENROLLMENT

<u>Grade</u>	<u>Students 6/10/2022</u>	<u>Students 5/23/2023</u>
Preschool	40	35
MD	5	1
Kindergarten	97	98
First	85	95
Second	98	86
MD/Home	5	7
Third	98	105
Fourth	79	105
Fifth	90	83
Sixth	119	91
Out of District	1	2
<b>Total</b>	<b>717</b>	<b>708</b>

IV. PERSONNEL

A. Certificated Staff

1. Renewal of Tenured Staff for 2023-2024

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves renewal of the following certificated, tenured staff for the 2023-2024 school year:

Alonso, Daphne	Dillon, Lindsey	Perrone, Jennifer
Bargiel, Dina	Fasulo, Addie	Prall, Catherine
Barra, Laura	Franzi, Carissa	Puglisi, Gina
Booth, Julia	Goldsmith, Andrea	Rivera, Sandra
Bowers, Lisa	Gualtieri, Donna	Russo-DeSordi, Jennifer
Breznak, Colleen	Healy, Susan	Salter, Laurie
Britton, Angela	Horvath, Peter	Salvemini, Brianna
Caradimitropoulo, Marisa	Kirk, Sarah	Santalla, Erica
Carnovale, Nicole	Kohlberg, Jodie	Sarna, Jennifer
Chavkin, Jaime	Lizza, Donna	Singh, Jennifer
Colon, Daniela	MacIntosh, Lisa	Smith, Rebecca
Conte, Jennifer	Major, Marya	Spanarelli, Donna
Crisafi, Kristin	Malinowski, Danielle	Suppa, Maria
D'Arco, Giana	Malinski, Cherylann	Tabatneck, Donna
Dearani, Cristina	Marchetta, Carol	Tornatore, Gabriella
D'Elia, Jennifer	Mayer, Vanessa	Valenti, Jennifer
DeMarco, Matthew	Maynard, Tatiana	Verrengia, James
Dewland, Megan	Nazarian, Dorian	Vince-Cruz, Caroline
Diaz, Adriana	Patel, Sonal	Zincone, Megan
Dickson, Joleen		

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2. Movement on Guide

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves movement on the teachers’ guide for Lisa Salant from B.A.+15 to M.A., effective September 1, 2023.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves movement on the teachers’ guide for Heather Prinzo from B.A.+15 to M.A., effective September 1, 2023.

3. Retirement

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of retirement from Cindy Tirrell, Interventionist, effective June 30, 2023, with regret, best wishes, and appreciation for her 33 years of service to the students of Fairfield.

4. 2023 Extended Summer School Year Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the ESY 2023 Program. Rates and positions were approved at the March 16, 2023 Board meeting.

<b>Position</b>	<b>Name of Staff</b>	<b>Per IEP Requirements</b>	<b>Total Hours</b>
Speech Therapist	Alexandra Zigouras	20 days @ 4.5 hours per day	90
Occupational Therapist	Sonal Patel	20 days @ 4.5 hours per day	90
Primary MD Teacher (2)	Lisa Salant Adriana Diaz	20 days @ 4.5 hours per day	180
Pri./Sec. LLD Teacher	Caroline Vince-Cruz	20 days @ 4.5 hours per day	90
School Nurse/LLD Aide	Donna Tabatneck Patricia A. Lozito	20 days @ 4.5 hours per day	90 To be split
Aides MD/LLD	1. Kayla Blum 2. Daniella DeStefano 3. Kevin Freda 4. Nancy Bertoldi	20 days @ 4.0 hours per day	320
Substitute Teacher	Ceyla Martone	On an as-needed basis	Unknown
Substitute Aide	Sharyn Blum	On an as-needed basis	Unknown
Child Study Team: LDTC, Psychologist, Speech Therapist Occupational Therapist	Donna Spanarelli, Jennifer Singh, Alexandra Zigouras, Sonal Patel	For completing evaluations and meetings	Not to exceed \$7,000

5. 2023 Extended Summer School Year Contracted Physical Therapist Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Wellness Rehabilitation for Physical Therapy Services on an as-needed basis for the ESY 2023 Program, not to exceed \$2,000. Position approved at the March 16, 2023 Board meeting.

B. Non-Certificated Staff

1. Approval of Part-Time Technology/Network Administrator Job Description and Position

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Job Description and Position for a Part-Time Technology/Network Administrator Position, effective for the 2023-2024 school year.

2. Abolishment of Non-Certificated Staff Positions Due to a Reduction in Force

**WHEREAS**, State law authorizes a board of education to reduce the number of staff members, employed in the district whenever, in the judgment of the Board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause upon compliance with the provisions of the statute.

**WHEREAS**, the Superintendent of Schools has recommended a reduction in force that includes the abolishment of the positions for reasons of economy and efficiency.

**WHEREAS**, for reasons of economy and efficiency, the Board finds it advisable to implement a reduction in force.

**NOW, THEREFORE, BE IT RESOLVED** by the Fairfield Board of Education that, upon recommendation of the Superintendent, the following positions have been abolished as a result of a Reduction in Force:

1. One Full Time Technology/Network Administrator Position
2. One Full-Time Registered Nurse Position
3. One Occupational Therapist Assistant Position

**BE IT FURTHER RESOLVED** that the Board authorizes the Board Secretary and/or Superintendent to notify all affected employees of their employment status and to effectuate the terms of this Resolution.

3. Terminations/Non-Renewals of Non-Certificated Staff Due to a Reduction in Force

**WHEREAS**, for reasons of economy and efficiency, the Board is implementing a reduction in force.

**WHEREAS**, as a result of the reduction in force, the Board must terminate and/or non-renew the employment of several employees.

**WHEREAS**, the Board wishes to thank these employees for their dedication and service to the Fairfield School District.

**NOW, THEREFORE, BE IT RESOLVED** by the Fairfield Board of Education that, upon recommendation of the Superintendent, the employment of the following employees is hereby terminated and/or non-renewed as a result of the Reduction in Force:

1. Employee #100913
2. Employee #101328
3. Employee #101290

**BE IT FURTHER RESOLVED** that the Board authorizes the Board Secretary and/or Superintendent to notify all affected employees of their employment status and to effectuate the terms of this Resolution.

C. Substitutes

1. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Olivia Santana as a fully-qualified teacher/aide/secretary substitute for the 2022-2023 school year pending receipt of all required documentation.

D. Non-Recognized Title Renewal

1. Position/Title/Job Description Annual Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reapproves the job description, title, and position of “Director of Curriculum and Instruction/Principal” effective for the 2023-2024 school year, as approved by the Interim-Essex County Superintendent of Schools on July 21, 2016 and annually since; and further reapproves the annual submission of said job description and excerpt from the Board agenda approving the job description, title, and position to the Interim-Essex County Superintendent of Schools.

**Personnel Recommendations:**

Introduced by: Angela Altaai

Seconded by: Anthony DePascale

Discussion: None

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

**V. CURRICULUM/PROGRAM**

A. Nursing Plan

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2023-2024 Nursing Plan revised by the school nursing staff and school physician.

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**B. Curriculum Revision Approval**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised Mathematics Curriculum, which reflects the latest NJSLs requirements.

**C. Professional Development Workshop**

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

<u>Staff</u>	<u>Workshop</u>	<u>Date</u>	<u>Registration</u>
Katie Prall	(BER) Dyslexia Strategies that Work	7/12/2023 Virtual	\$289
Jaime Chavkin Gabriella Girardi Tatiana Maynard Erica Santalla Jennifer Sarna Jennifer Valenti	(BER) Using Technology to Strengthen Student Learning	Retroactively to 5/17/2023 Virtual	\$4,997 Title IV Funds

**D. Rescind Workshop Approval**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, rescinds the approval of a workshop for Taylor McDermott through BER, which was to be held May 10, 2023 and approved at the April 26, 2023 Board meeting.

**E. Mandated Review of School District and School HIB Grades**

BE IT RESOLVED that the Fairfield Board of Education approves the 2021-2022 HIB Grade Report shared at this public meeting. In addition, post the report on the district website.

**Curriculum/Program Recommendations**

Introduced by: Pat Freda

Seconded by: Anthony DePascale

Discussion: None

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes



**VI. POLICY**

A. HIB Investigation Confirmation from April 26, 2023 Executive Session

BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent’s HIB Investigation results as reported during Executive Session on April 26, 2023. There were thirteen HIB Investigations at Churchill School to report. Eight investigations plus #20B (WSCS #11, #14, #15, #16, #17, #18, #21 & #22 2022-23) and one offender on WSCS #20B 2022-23 were determined to not be HIB related since they did not meet the ABR definition of HIB. Four investigations plus #20A (WSCS #12, #13, #19 & #23 2022-23) and one offender on WSCS #20A 2022-23 were considered HIB incidents since they did meet the ABR definition of HIB.

B. Amended HIB Investigation Result

BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent’s recommendation to amend VI, B., 3<sup>rd</sup> bullet on the April 26, 2023 Board agenda to read, “The Board rejects the Superintendent’s HIB Investigation results for WSCS #06 2022-2023 for students C & G as reported at the Executive Session of February 16, 2023 and determined that they do NOT satisfy the Anti-Bullying (ABR) definition of HIB.”

C. Policy/Regulation First Reading

1. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following policies as revised, new or abolished, per Strauss Esmay Alert #230:

<u>Policy/ Regulation #</u>	<u>Title</u>	<u>New/Revised/ Abolished</u>
P 0144	Board Member Orientation and Training	Revised
P 2520	Instructional Supplies (M)	Revised
R 2520	Instructional Supplies (M)	New
P 3217	Use of Corporal Punishment	Revised
P 4217	Use of Corporal Punishment	New
P 5305	Health Services Personnel (M)	Revised
P&R 5308	Student Health Records (M)	Revised
P&R 5310	Health Services (M)	Revised
P 6112	Reimbursement of Federal and Other Grant Expenditures (M)	Revised
R 6115.01	Federal Awards/Funds Internal Controls-Allowability of Costs (M)	New
P 6115.04	Federal Funds – Duplication of Benefits (M)	New
P 6311	Contracts for Goods or Services Funded by Federal Grants (M)	Revised
P 7440	School District Security (M)	Revised
P 9100	Public Relations	Abolished
P 9140	Citizens Advisory Committees	Revised
R 9140	Citizens Advisory Committee (M)	Abolished

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2. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following in-district policy revisions:

<u>Policy/ Regulation #</u>	<u>Title</u>	<u>New/Revised/ Abolished</u>
P 4432	Sick Leave	Revised
P 4433	Vacations	Revised
P 5230	Late Arrival and Early Dismissal	Revised
R 8611	Subscription Busing	Revised

**Policy Recommendations:**

Introduced by: Angela Altaai

Seconded by: Anthony DePascale

Discussion: None

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale (C), Ms. Bellise-Jandoli - All Ayes

Mr. DePascale (A&B) - Abstain

**VII. BUSINESS/FINANCE OFFICE RESOLUTIONS**

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the April 26, 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 - May 12, 2023	\$189,368.21
<b>Ratify and Affirm</b> Bills & Claims List - May 25, 2023	\$163,333.29
<b>Ratify and Affirm</b> April 28, 2023 Payroll	\$435,124.00
<b>Ratify and Affirm</b> May 15, 2023 Payroll	\$452,491.26

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2022-2023 budget, per details of the Transfers Report for April 2023, per state law, for the 2022-2023 school year.

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**D. Secretary/Treasurer Report**

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

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

**E. Tax Levy Payment Schedule 2023-2024**

BE IT RESOLVED that the Fairfield Board of Education approves the schedule of tax payments from the municipality for the 2023-2024 school year in accordance with N.J.S.A. 18A:13-23 and Policy 6141, per the following schedule and on file with the Board Secretary:

July 10, 2023	\$1,074,384.75	January 10, 2024	\$1,074,384.75
August 10, 2023	\$1,074,384.75	February 10, 2024	\$1,074,384.75
September 10, 2023	\$1,074,384.75	March 10, 2024	\$1,074,384.75
October 10, 2023	\$1,074,384.75	April 10, 2024	\$1,074,384.75
November 10, 2023	\$1,074,384.75	May 10, 2024	\$1,074,384.75
December 10, 2023	\$1,074,384.75	June 10, 2024	\$1,074,384.75

Total Tax Levy 2023-2024: \$12,892,617.00
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**F. Transfer Between Meetings**

BE IT RESOLVED that the Fairfield Board of Education appoints the Business Administrator to make budget transfers as needed to maintain account balances between meetings for the 2023-2024 school year. Such transfers will be submitted to the Board at the next regular Board meeting.

***CONTRACTS:***

**G. Roof Repairs at Churchill School**

BE IT RESOLVED that the Fairfield Board of Education authorizes the following roof repairs at Winston S. Churchill School from Laumar Roofing Co. Inc. in the amount of \$1,565.00:

Shingle Roof Repair - Room #5 and Gym	Flat Roof Repair - Room #1 and Room #11
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H. Split System Classroom Air Conditioning Unit Replacement at Stevenson School

BE IT RESOLVED that the Fairfield Board of Education received two proposals from the following contractors for the replacement of a split system classroom air conditioning unit at Adlai E. Stevenson School:

Contractor	Total Cost	Labor Cost	Materials Cost
State Wide Heating & Cooling, Fairfield, NJ	\$7,670.00	\$2,400.00	<b>\$5,270.00</b>
City Peak Construction, LLC, Wayne, NJ	\$11,340.00	\$3,900.00	\$7,440.00

BE IT RESOLVED that the Fairfield Board of Education approves State Wide Heating & Cooling of Fairfield, NJ for the replacement of a split system air conditioning unit for a classroom at Adlai E. Stevenson School.

BE IT FURTHER RESOLVED that the material portion of the quotation will be funded through the ARP ESSER grant in the amount of \$5,270.00 (account # 20-487-200-600-00).

I. Joint Purchasing Agreements

WHEREAS, N.J.S.A. 18A:18A-11 provides that, “The Boards of Education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for their respective districts, or one or more boards of education may provide for such provision or performance of goods and services by joint agreement with the governing body of any municipality or county;” and

WHEREAS, the Fairfield Board of Education has the need, on a timely basis, to procure goods and services utilizing joint purchasing agreements; and

WHEREAS, the Fairfield Board of Education desires to authorize its purchasing agent for the 2023-2024 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year;

THEREFORE, BE IT RESOLVED that the Fairfield Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

J. Policy Service Provider Agreement

BE IT RESOLVED that the Fairfield Board of Education enters into an agreement with Strauss Esmay Associates, LLP to provide policy update services for the district in the amount of \$4,965.00 for the period of July 1, 2023 through June 30, 2024.

K. Fixed Asset Appraisal Agreement

BE IT RESOLVED that the Fairfield Board of Education enters into an agreement with Industrial Appraisal Company to provide fixed asset update services to the district in the amount of \$3,665.00 for the period of July 1, 2023 through June 30, 2024.

L. Environmental Services

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Karl Environmental Group to provide Comprehensive Environmental Services (Right to Know Services, AHERA, Air Quality Management Services and Right to Know Training) as needed in the amount of \$3,900.00 for the period of July 1, 2023 through June 30, 2024.

M. Integrated Pest Management Services

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Safe Schools Integrated Pest Management for Pest Control & IPM Law Compliance Services from July 1, 2023 through June 30, 2024 at a monthly fee of \$360.00 and other services, as needed, based upon their proposal dated March 23, 2023.

N. Critical Response Group

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Critical Response Group for annual implementation and maintenance of critical incident mapping data to comply with NJ Bill S2426 for Winston S. Churchill School and Adlai E. Stevenson School from April 1, 2023 through March 31, 2024 in the amount of \$870.00.

O. Health Insurance Broker

WHEREAS, the Fairfield Board of Education (the "Board") has determined that it is necessary to retain the services of a health insurance broker to assist with the procurement, analysis; and management of the Board's medical, prescription, dental, vision and health insurance provider; and

WHEREAS, such services are not subject to public bidding per N.J.S.A.18A:18A-5(a)(10) provided that the Board adhere to the requirements for the award of a contract in the nature of an extraordinary unspecifiable service; and

WHEREAS, the Board has determined that the firm of IMAC Insurance Agency (Producer) is qualified to provide such services to the Board and that the appointment of the firm is in the best interest of the district and will result in the provision of the highest quality services at a fair and competitive price; and

NOW, THEREFORE, BE IT RESOLVED upon the recommendation of the Superintendent and the School Business Administrator, the Board hereby approves a Producer Agreement between the Board and IMAC Insurance Agency located at 540 Mill Street Belleville, NJ 07109 for the provision of consultancy services for the period of July 1, 2023 through June 30, 2024; and

BE IT FURTHER RESOLVED that the Board's School Business Administrator is authorized to execute the Producer's Agreement with IMAC Insurance Agency on behalf of the Board; and

BE IT FURTHER RESOLVED that a copy of this Resolution and the requisite summary of the contract award shall be published once in an official newspaper of record for the district in accordance with the requirements of N.J.S.A. 18A:18A-5(a)(1).

**P. Bergen Municipal Employee Benefits Fund (BMED)**

BE IT RESOLVED that the Fairfield Board of Education hereby authorizes the district to renew the Indemnity and Trust Agreement with the Bergen Municipal Employee Benefits Fund to participate in the Joint Insurance Fund with respect to health insurance and appoints Kathleen Marano to be Fund Commissioner for the period of July 1, 2023 through June 30, 2024.

**Q. Employee Health Benefits Plan - Aetna**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of medical insurance coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspicifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2022 through June 30, 2023, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Aetna to renew the following plans for the period of July 1, 2023 through June 30, 2024 at the following monthly rates:

<u>Coverage</u>	<u>Aetna Choice POS II \$10 Copay</u>	<u>Aetna Choice POS II \$25 Copay</u>	<u>NJEHP</u>	<u>GSHP</u>
Single	\$1,133	\$1,022	\$1,005	\$890
Parent/Child (ren)	\$1,653	\$1,492	\$1,468	\$1,302
2 Adults	\$2,470	\$2,229	\$2,195	\$1,944
Family	\$2,885	\$2,602	\$2,562	\$2,270
Dep. Under 31 (Chp. 375)	\$1,133	\$1,022	\$1,005	\$890

BE IT FURTHER RESOLVED that the Board’s School Business Administrator is authorized to execute the Agreement with Aetna on behalf of the Fairfield Board of Education.

**R. Employee Prescription Benefits Plan – Express Scripts**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of prescription coverage in order to fulfill its contractual obligations to its employees for the period of July 1, 2023 through June 30, 2024;

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspicifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2022 through June 30, 2023, will be expiring; and

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NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Express Scripts to renew the existing plan for the period of July 1, 2023 through June 30, 2024 at the following monthly rates:

Coverage	Prescription: \$10/\$20	Prescription: \$20/\$40	NJEHP	GSHP
Single	\$209	\$169	\$188	\$188
Parent/Child (ren)	\$308	\$250	\$277	\$277
2 Adults	\$439	\$357	\$396	\$396
Family	\$592	\$482	\$533	\$533
Dep. Under 31 (Chp. 375)	\$209	\$169	\$188	\$188

BE IT FURTHER RESOLVED that the Board’s School Business Administrator is authorized to execute the Agreement with Express Scripts on behalf of the Fairfield Board of Education.

S. Employee Dental Benefits Plan – Delta Dental

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of dental insurance coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2022 through June 30, 2023, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Delta Dental to renew the existing plan for the period of July 1, 2023 through June 30, 2024 at the following monthly rates:

Coverage	PPO/Premier
Single	\$38
Parent/Child (ren)	\$72
2 Adults	\$78
Family	\$117

BE IT FURTHER RESOLVED that the Board’s School Business Administrator is authorized to execute the Agreement with Delta Dental on behalf of the Fairfield Board of Education.

T. Employee Vision Benefits Plan – Vision Service Plan (VSP)

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of vision coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2023 through June 30, 2024; and

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WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2022 through June 30, 2023, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Vision Service Plan (VSP) to renew the existing plan for the period of July 1, 2023 through June 30, 2024 at the following monthly rates:

<u>Coverage</u>	<u>Monthly Rate</u>
Single	\$10.67
Parent/Child (ren)	\$10.67
2 Adults	\$10.67
Family	\$10.67

U. Risk Management/Insurance Broker

WHEREAS, the Fairfield Board of Education (the “Board”) is authorized to insure, contract or provide for any insurable interest of the school district or Board; and

WHEREAS, the Board has determined that it is necessary, prudent and advisable to employ the services of a risk management consultant for purposes of consulting with and advising the Board on the myriad of insurable risks and coverages available to the Board so as to offset certain liabilities which the Board may incur from time to time; and

WHEREAS, such services are not subject to public bidding per N.J.S.A.18A:18A-5(a)(10) provided that the Board adhere to the requirements for the award of a contract in the nature of an extraordinary unspecifiable service; and

WHEREAS, the Board has determined after an appropriate review process that Treadstone Risk Management LLC is qualified to provide such services to the Board and that said appointment is in the best interest of the district and will result in the provision of the highest quality services to the district; and

NOW, THEREFORE, BE IT RESOLVED upon the recommendation of the Superintendent and the School Business Administrator, the Board hereby appoints Treadstone Risk Management LLC, 60 Speedwell Avenue, Unit B, Morristown, NJ 07960 as its Risk Management Consultant.

***OUT-OF DISTRICT TUITION/TRANSPORTATION/HOME INSTRUCTION CONTRACTS:***

V. Out-of-District Placement

BE IT RESOLVED that the Fairfield Board of Education approves the out-of-district placement and tuition contract for Student ID #20371791 Fre - Pillar Elementary School in Essex County, NJ retroactively for the period of May 1, 2023 through June 30, 2023. The total estimated tuition charges and extraordinary services is **\$124,610.00 prorated.**



BE IT FURTHER RESOLVED that the Fairfield Board of Education approves the out-of-district placement and tuition contract for Student ID #20371791 Pillar Care Continuum - Pillar Elementary School in Essex County, NJ for the period of July 6, 2023 through June 30, 2024. The total estimated tuition charges and extraordinary services is **\$133,484.00**.

***ADMINISTRATIVE:***

W. Standard Operational Procedures & Internal Controls Manual

BE IT RESOLVED that the Fairfield Board of Education adopts the current District Standards Operations Procedures and Internal Controls Manual for the 2023-2024 school year on file in the Office of the Business Administrator.

X. Designation of Public Agency Compliance Officer

WHEREAS, in accordance with N.J.A.C., the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer; and

WHEREAS, the public agency compliance officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the public agency and the service providers. The service providers shall include but shall not be limited to goods and services vendors, professional service vendors, and construction contractors; and

WHEREAS, the Fairfield Board of Education has determined that the Board Secretary can effectively and appropriately perform the duties of the public agency compliance officer; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education hereby designates the Board Secretary as the Public Agency Compliance Officer for N.J.A.C. 17:27-3.2.

Y. Qualified Purchasing Agent

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq. permits local contracting units to increase their bid threshold up to \$44,000; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold of a Qualified Purchasing Agent as appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5, et seq., established the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Kathleen Marano possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5, et seq.; and

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WHEREAS, the Fairfield Board of Education wishes to increase the bid threshold and to appoint Kathleen Marano as Qualified Purchasing Agent; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Fairfield Board of Education that the bid threshold be increased to \$44,000; and

BE IT FURTHER RESOLVED by the governing body of the Fairfield Board of Education hereby appoints Kathleen Marano as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED that the Superintendent and/or the School Business Administrator are hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.

Z. Collection and Maintenance of Student Records

BE IT RESOLVED that the Fairfield Board of Education authorizes certified personnel to collect and maintain mandated student records as per N.J.A.C. 6A:32- 7.1 and Policy 8330 for the period of July 1, 2023 through June 30, 2024.

AA. Custodian of Public Records

WHEREAS, pursuant to the Right to Know Law (N.J.S.A.47:1A-1 et. seq.) under the Open Public Records Act;

BE IT RESOLVED that the Fairfield Board of Education appoints Susan Ciccotelli, Superintendent of Schools, as Custodian of Records for all personnel records for the district for the period of July 1, 2023 through June 30, 2024; and

BE IT RESOLVED that the Fairfield Board of Education appoints Kathleen Marano, Interim Business Administrator, as Custodian of Records for all other district records, other than personnel, for the period of July 1, 2023 through June 30, 2024.

BB. AHERA Coordinator

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the AHERA Coordinator for the District for the period of July 1, 2023 through June 30, 2024.

CC. Asbestos Program Manager

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the Asbestos Program Manager for the District for the period of July 1, 2023 through June 30, 2024.

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DD. Right to Know Officer

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the Right to Know Officer for the District for the period of July 1, 2023 through June 30, 2024.

***BUILDINGS AND GROUNDS:***

EE. 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, SE-GR and SE-PREK on May 8, 2023. All routes were evacuated and supervised by Dr. Trabucco.
- Churchill School held their drill for routes 6-12 and SE-GR on May 19, 2023. All routes were evacuated and supervised by Mr. Santana.

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

Introduced by: Angela Altaai

Seconded by: Pat Freda

Discussion: None

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

**VIII. OLD BUSINESS**

Andrea Bellise-Jandoli informed the public that the cost of bussing will be \$1,250.00 per child for the 2023-2024 school year.

**IX. NEW BUSINESS**

Andrea Bellise-Jandoli and Anthony DePascale thanked Pat Freda, wished him luck and presented Pat with a plaque for his many years of service to the Fairfield Board of Education.

Anthony DePascale congratulated the new HSA Board members and is looking forward to working with them.

Mr. DePascale acknowledged and congratulated Joseph Fede as a new Board member and is looking forward to working with him.

**X. COMMITTEE REPORTS**

None

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

None

**XII. NEXT MEETING**

BE IT RESOLVED that the next meeting will be held, in person, on June 15, 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: Anthony DePascale      Seconded by: Pat Freda      Time: 8:04 PM

Discussion: None

**ROLL CALL**

Ms. Altaai, Mr. Freda, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes