

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Thursday, September 21, 2023 at 6:30 PM at the Fairfield Municipal Building

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 6:50 PM:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Ms. Angela Altaai	PRESENT	Mr. Anthony DePascale	PRESENT
Mr. Brian Egan	PRESENT	Ms. Andrea Bellise-Jandoli	PRESENT
Mr. Joseph Fede	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.

ADMINISTRATION	POSITION	ATTENDANCE
Dr. Susan Ciccotelli	Superintendent of Schools	ABSENT
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	PRESENT

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.

It is anticipated that the Executive Session will take approximately 30 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: 6:50 PM

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

Introduced by: Angela Altaai Seconded by: Joseph Fede Time: 7:30 PM

ADJOURNMENT

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

Introduced by: Angela Altaai Seconded by: Joseph Fede Time: 7:30 PM

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

FAIRFIELD BOARD OF EDUCATION

Meeting Minutes

Thursday, September 21, 2023

7:30 PM at the Fairfield Municipal Building

(Access livestream at 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	PRESENT	Mr. Anthony DePascale	PRESENT
Mr. Brian Egan	PRESENT	Ms. Andrea Bellise-Jandoli	PRESENT
Mr. Joseph Fede	PRESENT		

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

II. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

Tasha Pipitone - Read from a prepared statement in support of Ms. McDermott.

III. ENROLLMENT

Grade	Students 6/9/2023	Students 9/15/2023
Preschool Inclusive	18	17
Preschool Special Ed	18	15
Kindergarten	98	94
First	96	92
Second	86	99
Third	107	84
Fourth	106	109
Fifth	85	104
Sixth	91	85
Home Instruction	1	1
Out-of-District	2	2
Total	708	702

IV. PERSONNEL

A. Certificated Staff

1. Club Approval and Club Advisors - Student Council

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves **the Student Council Club and** Maria Suppa and Donna Lizza as Student Council Co-Advisors at Stevenson School at a split stipend per current teachers’ contract for the 2023-2024 school year funded by the Fairfield Education Foundation.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves **the Student Council Club and** Lisa MacIntosh as Student Council Advisor at Churchill School at a stipend per current teachers’ contract for the 2023-2024 school year funded by the Fairfield Education Foundation.

2. Resignation

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Taylor McDermott, whose last day will be October 24, 2023, with regrets, best wishes, and appreciation for her three 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 Angeline Wedemeier, whose last day will be October 27, 2023, with regrets, best wishes, and appreciation for her two years of service to the students of Fairfield.

3. Maternity Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence request for Jennifer D'Elia. Mrs. D'Elia's due date is January 18, 2024. She will utilize 17 sick days from December 18, 2023 through January 18, 2024 and 21 sick days from January 19, 2024 through February 16, 2024. Mrs. D'Elia will begin her 12-week FMLA leave from Monday, February 19, 2024 through Friday, May 17, 2024. Mrs. D'Elia plans to return for the 2024-2025 school year.

B. Non-Certificated Staff

1. Maternity Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves an unpaid medical leave of absence for Employee #101188 retroactively from September 15, 2023 through her due date of November 8, 2023. She is requesting a Maternity Leave of Absence using 12-weeks of NJFLA from approximately Monday, November 13, 2023 through Friday, February 9, 2024. She plans to return for the 2024-2025 school year.

Personnel Recommendations:

Introduced by: Joseph Fede

Seconded by: Angela Altaai

Discussion: Dr. Ciccotelli added the approval of the **Student Council Club** along with the advisors for both Stevenson and Churchill schools. Both being funded by the Fairfield Education Foundation. (See section IV. A. 1a. and 1b.)

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

V. CURRICULUM/PROGRAM

A. Emergency Virtual/Remote Instruction Plan

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the annual Emergency Virtual/Remote Instruction Plan for the 2023-2024 school year. The Board-approved plan and checklist are due to the County Office of Education annually.

B. Professional Development Workshop Approval

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 the travel reports. *Lodging will be noted separately if applicable:

<u>Staff</u>	<u>Workshop</u>	<u>Date</u>	<u>Registration Fee</u>
Joleen Dickson	Conquer Mathematics “Grade 5 Interdisciplinary Lessons”	10/30/2023, 01/22, 03/12/2024	\$540 Title II Funds
Donna Gualtieri	Institute for Educational Development “Using AI Tools to Increase Students’ Science Learning & Enhance Teacher Productivity”	11/08/2023 Online	\$279
Melisa Locantore	Conquer Mathematics “NJSLS - Grade 4 Year 1”	10/18, 11/17, 12/12/2023, 01/25, 02/27/2024	\$900 Title II Funds
Dorian Nazarian, Genna Rybacki, Jennifer Valenti	Essex County Steering Committee “Gifted and Talented Education”	Membership Includes 09/2023 to 06/2024	\$250
Jennifer Russo-DeSordi	Conquer Mathematics “NJSLS - Grade 6 Year 2”	11/30/2023, 01/26, 03/15/2024	\$540 Title II Funds

C. Curriculum Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Preschool Curriculum for the 2023-2024 school year. After review it was determined no changes were required.

D. Field Trip Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the walking field trip to the Fairfield Public Library at no cost to the district.

Curriculum/Program Recommendations:

Introduced by: Brian Egan

Seconded by: Anthony DePasquale

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

VI. POLICY

A. Revised Manuals/Handbooks Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised Safety and Security Plan, Staff Manual and Transportation Handbook for the 2023-2024 school year. The Board has reviewed these documents.

B. HIB Investigation Confirmation

BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent’s HIB Investigation results as reported during Executive Session on August 24, 2023 as follows: One incident at Churchill School (WSCS #36 2022-2023) was determined to not be HIB related. Another incident at Churchill School (WSCS #37 2022-2023) was determined to meet the ABR Definition of HIB.

Policy Recommendations:

Introduced by: Brian Egan

Seconded by: Joseph Fede

Discussion: None

ROLL CALL

Ms. Altaai (A.), Mr. Egan, Mr. Fede, Mr. DePascale (A.), Ms. Bellise-Jandoli - All Ayes
Ms. Altaai (B.), Mr. DePascale (B.) - Abstain

VII. BUSINESS/FINANCE RESOLUTIONS

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the August 24, 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:

Ratify and Affirm Bills & Claims List - 08/25/2023	\$179,642.00
Ratify and Affirm Bills & Claims List - 09/06/2023	\$228,221.71
Ratify and Affirm Bills & Claims List - 09/21/2023	\$96,508.58
Ratify and Affirm August 30, 2023 Payroll	\$85,283.63
Ratify and Affirm September 15, 2023 Payroll	\$444,230.24

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education approves the transfer of funds for the month of July 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 July 1, 2023 through July 31, 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. Financial Institution

BE IT RESOLVED that the Fairfield Board of Education approves authorization to open a “holding” bank account through Columbia Bank for the 2023-2024 school year.

ADMINISTRATIVE:

F. Gifts to the District

1. BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation school supplies to benefit the children at Stevenson School from Century 21 The Crossing of Fairfield, New Jersey.
2. BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation a donation of \$300 for Kindergarten supplies for use at Stevenson School.

BE IT FURTHER RESOLVED that the donor has requested to be anonymous.

3. BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation a donation of \$500 from the Fairfield Police Department for school supplies.

BUILDINGS AND GROUNDS:

G. 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>
Fairfield Recreation Department Youth Basketball (Practices & Games) Stevenson and Churchill - Gyms	November 13, 2023 - March 22, 2024 Monday - Friday: 5:30 PM - 9:30 PM
Fairfield Recreation Department Adult Basketball - Churchill - Gym	October 6, 2023 - May 17, 2024 Fridays only: 7:00 PM - 9:30 PM

Fairfield HSA would like to reserve the following for the 2023-24 school year:

<u>Date</u>	<u>Event</u>	<u>Times</u>	<u>Place</u>
9/12/2023 9/13/2023	Class Parent Meeting Back to School Night	3:20PM - 3:45PM 6:00PM - 8:00PM	Stevenson Cafeteria
12/4/2023 12/5 & 12/6/2023	Holiday Fair Setup Holiday Fair	TBD 8:00AM - 3:20PM	Stevenson Gym Stage
1/3, 1/10, 1/17, 1/24/2024	Stevenson After School Clubs	3:20PM - 4:20PM	Stevenson Gym
5/31/2024	2nd Moving Up to 3rd	8:30AM - 11:30AM	Stevenson Cafeteria & Gym
3/4-3/8/2024 3/6/2024	Stevenson Book Fair	8:00AM - 3:20PM 5:30PM - 7:30PM	Stevenson Media Center
9/11/2023 10/25, 11/14, 12/12/2023, 1/30, 2/28, 3/26, 4/24, 5/15, 6/5/2024 3/11-3/15/2024 3/13/2024	Class Parent Meeting HSA Meeting Churchill Book Fair	3:20 PM - 3:45PM 6:30PM - 8:00PM 8:00AM - 3:20PM 5:30PM - 7:30PM	Churchill Media Center
9/12/2023 9/27/2023 5/31/2024	Back to School Night HSA Meeting 2nd Moving Up to 3rd	6:00PM - 8:00PM 6:30PM - 8:00PM 11:00AM-11:40AM	Churchill Cafeteria
11/1-11/2/2023 11/2/2023	Fall Fundraiser Del/Sort Fall Fundraiser PickUp	2:00PM - 5:00PM 5:00PM - 10:00PM	Churchill Gym and Gym Stage
12/6/2023 12/7 & 12/8/2023	Holiday Fair SetUp Holiday Fair	TBD 8:00AM - 3:20PM	Churchill Gym Stage
2/7, 2/14, 2/21, 2/28/2024	After School Clubs	3:20PM - 4:20PM	Churchill Gym

GRANTS:

H. New Jersey Learning Acceleration Grant

BE IT RESOLVED that the Fairfield Board of Education approves the submission of the New Jersey Learning Acceleration Program: High-Impact Tutoring Grant in the amount of \$58,000 retroactively to September 20, 2023.

Business/Finance Resolutions Items A-H

Introduced by: Anthony DePasquale

Seconded by: Brian Egan

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes

VIII. OLD BUSINESS

Ms. Altaai and Mr. DePasquale met with the Outreach Committee to go over the proposals on the November ballot and what can be done to push the yes vote.

Mr. DePasquale outlined the increased costs to the district. Mrs. Marano defined the increases to the health insurance, employee salaries, social security, pension, transportation costs and out of district costs.

Dr. Ciccotelli discussed the impact to class sizes if the proposal does not pass.

Mr. Egan clarifies this is the only way to grow the budget and keep the district moving forward.

IX. NEW BUSINESS

Mr. DePasquale accepts the letter of resignation of Dr. Susan Ciccotelli.

A. Certificated Staff

1. Resignation

- a. BE IT RESOLVED that the Fairfield Board of Education accepts the letter of resignation from Dr. Susan Ciccotelli effective June 30, 2024, with regrets, best wishes, and appreciation for her ten years of service to the Fairfield Public School District.

Personnel Recommendations:

Introduced by: Joseph Fede

Seconded by: Anthony DePasquale

ROLL CALL

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

Mr. Egan - Abstain

X. COMMITTEE REPORTS

Mr. DePasquale advised what the Municipal Alliance is responsible for and read their mission statement.

XI. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Rose Laprus commended Kathleen Marano for her clear and accurate responses to the district's financial questions.

XII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on October 19, 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 DePasquale Seconded by: Brian Egan Time: 8:16 PM

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale, Ms. Bellise-Jandoli - All Ayes