

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Agenda

Wednesday, January 17, 2024 at 6:00 PM at the Fairfield Municipal Building

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 6:00 PM:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Ms. Andrea Bellise-Jandoli		Ms. Angela Altaai	
Mr. Joseph Fede		Mr. Anthony DePascale	
Ms. Melinda Street			

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	
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. Bellise-Jandoli ____ Mr. Fede ____ Ms. Street ____ Ms. Altaai ____ Mr. DePascale ____

FAIRFIELD BOARD OF EDUCATION

Meeting Agenda

Wednesday, January 17, 2024

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

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 7:30 PM:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Ms. Andrea Bellise-Jandoli		Ms. Angela Altaai	
Mr. Joseph Fede		Mr. Anthony DePascale	
Ms. Melinda Street			

The Board will reconvene from Executive Session and Mr. Anthony DePascale, 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 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.*

III. ENROLLMENT

Grade	Students 6/9/2023	Students 1/12/2024
Preschool Inclusive	18	17
Preschool Special Ed	18	17
Kindergarten	98	93
First	96	97
Second	86	99
Third	107	84
Fourth	106	109
Fifth	85	107
Sixth	91	86
Home Instruction	1	1
Out-of-District	2	2
Total	708	712

IV. SSDS INVESTIGATIONS/HIB REPORT PERIOD #1

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the Student Safety Data System (SSDS) Investigations Report and the HIB Trainings and Programs Report, for Period #1, September 1, 2023 through December 31, 2023.

SSDS/HIB Report Recommendations

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

Ms. Bellise-Jandoli _____ Mr. Fede _____ Ms. Street _____ Ms. Altaai _____ Mr. DePascale _____

V. PERSONNEL

A. Certificated Staff

1. Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Joan DeLuca as a full-time tenure track Elementary Teacher for the 2023-2024 school year. Ms. DeLuca will begin employment approximately January 22, 2024 at a prorated salary based on M.A., Step 2 on the current teachers’ salary guide pending receipt of required documentation.

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- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Andrea Kelly as a full-time tenure track Elementary Teacher with Math Specialization for the 2023-2024 school year. Ms. Kelly will begin employment approximately March 18, 2024 at a prorated salary based on B.A., Step 16 on the current teachers’ salary guide pending receipt of required documentation.

- c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Jaclyn Van Natten as a full-time non-tenure track Maternity Leave of Absence Replacement Elementary Teacher in World Language for Karissa Yelovich and Third Grade for Gabriella Riley. Ms. Van Natten will begin employment from January 18, 2024 through June 30, 2024 at a prorated salary based on B.A.+15., Step 2 on the current teachers’ salary guide pending receipt of required documentation.

BE IT FURTHER RESOLVED that Jaclyn Van Natten is retroactively approved as a substitute from January 2, 2024 through January 17, 2024. All required documentation is on file.

2. Club Advisor and Revised Club Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the club advisors and revised clubs* for the following positions for the 2023-2024 school year, per current teachers’ contract, for a minimum of 15 sessions per year. Split position stipends will be divided evenly.

<u>Club</u>	<u>Advisor</u>
Stevenson News Club (1 at Stevenson)	Katie Prall
Grade 1 Homework Club (1 at Stevenson) (replacing Student Council this year)	Maria Suppa
Grade 2 Homework Club (1 at Stevenson)	Addie Fasulo
*Grade 1 Homework Club (replacing Art Club - Winter) (1 at Stevenson)	Laura Barra
*Grade 2 Homework Club (replacing Art Club - Spring) (1 at Stevenson)	TBD
Art Club (1 at Churchill)	Adam Bonfiglio
Communications/Coding Club (1 at Churchill)	James Verrengia
Drama - Musical Director (1 at Churchill) Technical Director (1 at Churchill)	Kyle Silvestri Sarah Kirk
Jazz Band (1 at Churchill)	Justin Lazaro
Gardening Club (1 at Churchill)	Jaime Chavkin
Safety Patrol Club (1 at Churchill)	Dory Nazarian, Sarah Kirk, Jennifer Sarna
TREP\$ (replacing Student Council this year) (1 at Churchill)	Sarah Kirk, TBD
Yearbook Club (1 at Churchill)	TBD

3. Resignation

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Jennifer Valenti dated January 5, 2024. In addition, approves Ms. Valenti's last day as approximately March 5, 2024 in accordance with the 60-day requirement unless mutually agreed for an earlier release date, with regrets, best wishes, and appreciation for her 22 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 Carissa Franzi dated January 12, 2024. In addition, approves Ms. Franzi's last day as approximately March 12, 2024 in accordance with the 60-day requirement unless mutually agreed for an earlier release date, with regrets, best wishes, and appreciation for her 12 years of service to the students of Fairfield.

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 an extension of an unpaid medical leave of absence for Employee #101331 retroactively from January 2, 2024 through the end of the 2023-2024 school year.

2. Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Stephanie Belcastro as a part-time registered nurse at a prorated salary of \$35,000 effective approximately February 5, 2024 pending receipt of required documentation.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Krystina Millstein as a part-time registered nurse at a prorated salary of \$35,000 effective approximately February 1, 2024 pending receipt of required documentation.

3. Resignation

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Michael Ludwig, whose last day will be February 16, 2024, with regrets, best wishes, and appreciation for his 9 years of service to the students and staff of Fairfield.

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4. Approval of Job Descriptions

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revisions to the Technology/Network Administrator and Technology/Network Admin. Assistant Job Descriptions effective February 19, 2024.

C. Substitutes

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Josephine Salluce as a fully-qualified teacher/aide substitute for the 2023-2024 school year pending receipt of required documentation.

Personnel Recommendations

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

Ms. Bellise-Jandoli ____ Mr. Fede ____ Ms. Street ____ Ms. Altaai ____ Mr. DePascale ____

VI. 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>
Rebecca Smith	Yearly Membership 2024/25 (Equipping ELLS)	virtual on-demand	\$219.70
Alexandra Zigouras	SLPs: Enhance Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits, ADD and Language Processing (BER)	1/24/2024 live online seminar	\$279.00 Title II

Curriculum/Program Recommendations

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

Ms. Bellise-Jandoli ____ Mr. Fede ____ Ms. Street ____ Ms. Altaai ____ Mr. DePascale ____

VII. POLICY

A. 2024-2025 School Calendar

Attachment A

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2024-2025 School Year Calendar for the Fairfield Public Schools.

B. HIB Investigation Confirmation

BE IT RESOLVED that the Fairfield Board of Education accepts the following Superintendent’s HIB Investigation results as reported at the Executive Session on December 14, 2023:

1. HIB incident WSCS #3 2023-24 was determined that the incident was confirmed to **not** satisfy the ABR definition of HIB.
2. HIB incident WSCS #4 2023-24 was determined that the incident was confirmed to **not** satisfy the ABR definition of HIB.
3. HIB incident AESS #2 2023-24 was determined that the incident was confirmed to **not** satisfy the ABR definition of HIB.

Policy Recommendations

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

Ms. Bellise-Jandoli _____ Mr. Fede _____ Ms. Street _____ Ms. Altaai _____ Mr. DePascale _____

VIII. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the December 14, 2023 Public & Executive Sessions and the January 4, 2024 reorganization meeting as amended.

FINANCE:

B. Bills/Claims/Payrolls

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

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Ratify and Affirm Bills & Claims List - 1/5/2024	\$210,368.56
Ratify and Affirm Bills & Claims List - 1/17/2024	\$243,178.92
Ratify and Affirm December 15, 2023 Payroll	\$416,812.21
Ratify and Affirm December 29, 2023 Payroll	\$411,619.54
Ratify and Affirm January 15, 2024 Payroll	\$418,520.11

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 December 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 reports of the Board Secretary and Treasurer of School Monies for the period of December 1, 2023 through December 31, 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 and the December reports will be submitted to the County Office.

CONTRACTS:

E. Roof Replacement at Winston S. Churchill School

RESOLVED that the Fairfield Board of Education accepts and approves the *Education and Facilities Construction and Financing Act Section 15 Grant Agreement*.

BE IT RESOLVED that the Fairfield Board of Education authorizing execution and delivery of the Grant Agreement for Winston S. Churchill School.

DOE Project #: 1465-030-23-R501	SDA Project #: 1465-030-23-G5FU	Grant #: G5-6554
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Total Project Cost	\$130,000
State Share	\$ 52,000
Local Share	\$ 78,000

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BE IT FURTHER RESOLVED that the Fairfield Board of Education authorizing Delegation of Authority to School Business Administrator for supervision of the School Facilities Project at Winston S. Churchill School.

DOE Project #: 1465-030-23-R501	SDA Project #: 1465-030-23-G5FU	Grant #: G5-6554
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F. Proposal for Architects Professional Services for Boiler Replacement

BE IT RESOLVED that the Fairfield Board of Education approves the architect professional fees of DiCara Rubino Architects for the boiler replacement at Winston S. Churchill School in the amount of \$70,000.

G. 2024-2025 Preschool Tuition

BE IT RESOLVED that the Fairfield Board of Education approves the Preschool Tuition Rate for the 2024-2025 school year in the amount of \$4,000.

H. Proposal for Additional Services adding new Partial Roof Replacement

BE IT RESOLVED that the Fairfield Board of Education approves the architect professional fees of DiCara Rubino Architects for the additional services for adding a new partial roof replacement at Winston S. Churchill School in the amount of \$22,500.

I. Proposal for Water Heater at Winston S. Churchill School

BE IT RESOLVED that the Fairfield Board of Education ratify and affirms the installation of Hurricane Plumbing, Heating and Drains for a 75 gallon hot water heater and installation of a new sump pump at Winston S. Churchill School in the amount of \$5,225.

Business/Finance Resolutions Items A- I

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

Ms. Bellise-Jandoli _____ Mr. Fede _____ Ms. Street _____ Ms. Altaai _____ Mr. DePascale _____

IX. OLD BUSINESS

X. NEW BUSINESS

XI. COMMITTEE REPORTS

XII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Guidelines in Accordance with Policy #0164:

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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.*

XIII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on February 22, 2024, Public Work Session beginning at 6:00 PM followed by Executive Session with Public Session resuming at approximately 7:30 PM, at the Fairfield Municipal Building.

XIV. ADJOURNMENT

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

Introduced by: _____ Seconded by: _____ Time: _____

ROLL CALL

Ms. Bellise-Jandoli _____ Mr. Fede _____ Ms. Street _____ Ms. Altaai _____ Mr. DePascale _____

Attachment A

2024-2025 FAIRFIELD PUBLIC SCHOOLS

DATE	DAY (S)	EVENT	STAFF INST. AIDES	STUDENTS	P/G CAFETERIA AIDES
August 2024			2	0	0
28	Wednesday	New Teacher Orientation			
29	Thursday	First Day Meeting for Staff			
30	Friday	Early Dismissal for Staff Prep Day			
September			20	20	20
2	Monday	Labor Day - No School			
3	Tuesday	First Day for Students			
11	Wednesday	Back to School Night: Stevenson			
12	Thursday	Back to School Night: Churchill			
October			22	21	21
3	Thursday	Rosh Hashanah - No School			
14	Monday	No School Students Professional Development for Staff			
November			17	17	13
7 & 8	Thu. & Fri.	NJEA Convention - No School			
14,18,19	Thu, M & Tue	Early Dismissal for Conferences			
27	Wednesday	Early Dismissal for Students and Staff			
28 & 29	Thu. & Fri.	Thanksgiving Recess - No School			
December			15	15	14
20	Friday	Early Dismissal for Students and Staff			
23-31	Mon. – Tue.	Winter Break - No School			
January 2025			21	21	21
1	Wednesday	New Year's Day - No School			
20	Monday	Martin Luther King, Jr. Day - No School			
February			18	18	17
14	Friday	Early Dismissal for Students and Staff			
17 & 18	Mon. & Tue.	Presidents' Day Recess - No School			
March			21	21	20
19	Wednesday	Early Dismissal for Students Professional Development for Staff (PM)			
April			16	16	16
18	Friday	Good Friday - No School			
21-25	Mon. – Fri.	Spring Break - No School			
May			21	21	20
23	Friday	Early Dismissal for Students and Staff			
26	Monday	Memorial Day - No School			
June			15	15	12
18	Wednesday	Early Dismissal for Students			
19	Thursday	Early Dismissal for Students			
20	Friday	Last Day: <u>Early Dismissal for Students</u> Teachers upon completion of sign out			
Total Days	<i>If more or less than 5 snow/emergency days are used, the calendar will be subject to change at the discretion of the Superintendent/Board of Education.</i>		188 -5 183	185 -5 180	174 -5 169

APPROVED JANUARY 17, 2024 BY BOARD OF EDUCATION